



Request for qualifications  
Landscaping Engineer for Welcome Sign and Wayfinding Project  
RFQ issued March 1, 2023  
Submission deadline 5pm March 30, 2023  
Contact information:  
Lawrence Davis  
231 Hospital Rd.  
Smithfield, NC 27577  
Email [lawrence.davis@Smithfield-nc.com](mailto:lawrence.davis@Smithfield-nc.com).

### **Project description, and request service.**

The Town of Smithfield is seeking a person/firm that meets the professional qualifications referenced in Chapter 89A. of North Carolina Landscape Architect Code in conjunction with the Town of Smithfield zoning ordinance appendix C. Article 9 code, including information related to landscape materials, installation, warranties, maintenance, standards, and design details for design services to produce schematics drawing design development drawings and outlines specifications, construction drawings, and specifications, bid documents, and construction on administration for Wayfinding Signs. Request Wayfinding and welcome signs are located off Exit 95 and 93, West Smithfield, Highway 301, Highway 70, Outlet Center Drive and throughout the Town Of Smithfield.

### **History and background of Wayfinding signs.**

The Town of Smithfield's wayfinding sign system is an economic development project designed to increase the awareness of Smithfield's depth. With 7 million visitors exiting interstate 95 in Smithfield each year the plan wayfinding system will encourage those visitors to further explore the town particularly downtown Smithfield and its concentration of locally owns small businesses. The wayfinding system will guide visitors to the Town's, three major centers of activity I-95, exit 95 and Carolina premium outlets in Smithfield community parks in Smithfield, recreation and aquatic center and downtown Smithfield.

### **Proposed preliminary scope of work.**

This contract will result in a proposed form-based code, meant to supersede (either entirely or in part) the present zoning ordinance and other local land development regulations that apply to [ Wayfinding signs located off Exit 95 and 93].

Work will consist of the following:

Smithfield zoning ordinances (See)Article 9:12 landscaping, and screening regulations of the town of Smithfield.

Preparing a National Register nomination, Producing Schematic, design development and Construction documents, including specifications, and to provide bid services and construction administration.

## **Plantings Around Signs**

- Rocks
- Trees
- Plants
- Shrubs
- Other landscaping drafts and materials

**All plants and shrubs, trees etc. shall have a warranty and maintenance plan for proper growth and development for each welcome and wayfinding signs.**

## ***Engineer's QUALIFICATIONS***

Only proposals from companies established in the Landscape engineering business that qualified to handle accounts of this size will be considered. Prior to award the Town of Smithfield reserves the right to investigate a bidder's ability to fulfill the requirements of the contract.

## ***PROPOSAL QUESTIONS***

The Town of Smithfield will assume no responsibility for oral instruction, suggestion, or interpretation. Any questions regarding this proposal and/or specifications shall be directed to Lawrence Davis, 231 Hospital Rd., Smithfield, NC 27577;  
Phone: 919-934-2580 or E-mail: [lawrence.davis@smithfield-nc.com](mailto:lawrence.davis@smithfield-nc.com),

The Town of Smithfield will review all responses. The Town may engage in discussions with any Landscaping Engineer. Discussions might be held with individual engineer to determine in greater detail the engineer's qualifications, to explore with the engineer the scope and nature of the required contractual services, to learn the engineer's proposed method of performance, and facilitate arriving at a contract that will be satisfactory to the Town. The Town of Smithfield may at its discretion require one or more landscaping engineers to make presentations to the Evaluation Committee.

## ***SUBMISSION OF PROPOSALS***

A contract will be awarded to a single contractor. Proposals shall be submitted on the Form of Proposal attached hereto. Contractors should include with their proposal any information or descriptive literature which may aid in the evaluation of services offered. All Proposals must be returned by Date and time. Proposals must be clearly marked as indicated on the RFQ cover letter and delivered to the following address:

Atten: Lawrence Davis  
Town Of Smithfield  
P.O. Box 761  
Smithfield NC, 27577

Proposals or any part thereof, received after that deadline will not be considered.

## ***EXCEPTIONS***

Other than exceptions that are stated in compliance with this section, each proposal shall be deemed to agree to comply with all terms, conditions, specifications, and requirements of this RFQ. An "exception" is defined as the contractor's inability or unwillingness to meet a term, condition, specification, or requirement in the manner specified in the RFQ. All exceptions taken must be identified and explained in writing in your proposal and must specifically reference the relevant section(s) of this RFP. If the contractor provides an alternate solution when taking an exception to a requirement, the benefits of this alternative solution and impact, if any, on part of the remainder of the contractor's solution, must be described in detail.

**REFERENCE PAGE**

**Please list current or past clients.**

**Name** \_\_\_\_\_ **Years Known** \_\_\_\_\_

**Address** \_\_\_\_\_ **Phone** \_\_\_\_\_

**Services Provided** \_\_\_\_\_

**Name** \_\_\_\_\_ **Years Known** \_\_\_\_\_

**Address** \_\_\_\_\_ **Phone** \_\_\_\_\_

**Services Provided** \_\_\_\_\_

**Name** \_\_\_\_\_ **Years Known** \_\_\_\_\_

**Address** \_\_\_\_\_ **Phone** \_\_\_\_\_

**Services Provided** \_\_\_\_\_