

Request for Qualifications

The Town of Ossipee, NC seeks qualification statements from firms that are able to design and supervise construction of a new Town Hall building on property that the town owns.

Ossipee is a municipality in northwest Alamance County that was incorporated in 2002. The 2010 census listed a population of 543 and the state estimate for 2019 is 591. The Town has public water and contracts for other services such as waste pick-up, public safety and street maintenance. Fire protection is provided by a fire district, and one of the stations is located within the town limits.

Design elements of the Town Hall project include the following, but we anticipate that the list will be refined during the design process:

- Board chambers room with dais and seating for 30 people.
- 1 Restrooms (handicap accessible)
- Convenience kitchen
- Four staff offices (Town Clerk office, Assistant Town Clerk office, Finance Officer Office and a spare office)
- Potential for a walking path on the town property

Firms should submit their qualifications by May 1, 2021, in writing and electronically to townofossipee@yahoo.com The statement should include the professional training and experience of those individuals who will actually perform the work. The statement should also include a proposed schedule with a start date and anticipated completion date.

Assuming successful completion of the design, the Town will negotiate a contract addendum that covers bidding and supervision of construction.

The Town has formed a review committee that will interview one or more firms, based on an analysis of the Qualification Statements. Firms will be notified in writing that they should be prepared to interview in person. Interviews will take place in the community center on the second floor of the fire station. There is sufficient space in this room to provide for social distancing.

Please see the following GIS map of the proposed Town Hall property. The site currently contains a modular office that will remain open and in use during construction of the new building. The parcel is identified as 2608 Ossipee Front Street, Alamance County PIN 110882, and contains 3.95 acres. At the upper right of the photo is a large mill dam that is an historic feature of the Town.

