



TOWN OF FRANKLIN

Post Office Box 1479
Franklin, North Carolina 28744
(828) 524-2516

REQUEST FOR QUALIFICATIONS: ADA TRANSITION PLAN

The Town of Franklin (hereinafter the "Town") is accepting submittals for a consultant to complete an ADA Transition Plan (hereinafter the "Plan"). The Plan shall include public right-of-way, curb ramps and facilities operated and maintained by the Town. The Plan shall comply with ADA Title II regulations 28 CFR Part 35.

The Town is hereby soliciting responses from capable and experienced consultants. A selection committee will determine a first and an alternate candidate and negotiate scope and fee to be considered by the Town. If an agreement cannot be reached with the selected candidate, negotiations with the alternate will commence.

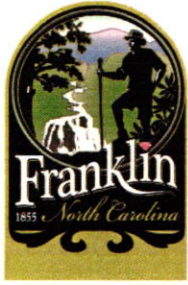
The selected consultant shall be under contract until the finalized Plan has been adopted. The Plan will include public meeting, review of public comments, input analysis, accessibility review, prepare inventory, prepare a draft Plan, council presentation and finalize Plan adoption. For the Plan, the selected consultant will work in cooperation with the Town Manager, Town Engineer and other assigned Town staff.

Deadline for receipt of responses is September 24, 2021 at 3:00 p.m. A short list of firms will be determined and the Town will interview the design teams on September 27, 2021 with a selection being made prior to the Town Council's regular meeting on October 4, 2021.

The response shall contain no less than the following:

- A cover sheet with Project name, full contact information of the submitter, and date of submission.
- Three (3) sets of submittals in an 8½" x 11" hardcopy format, not to exceed 25 sheets (excluding cover), double- or single-sided; and one (1) electronic submittal on a flash drive.
- A letter of interest and statement summarizing the team's composition, interest, and experience, and special qualifications for this type of work.
- A listing of specific team members, their respective positions in their firms and roles in preconstruction and construction work, shown in a personnel organization flowchart.
- Website link(s) to additional or supporting information.

Additional Plan information is available by request via email to Town Engineer Nathanael Moore at nmoore@franklinnc.com. Professional services for each team will be procured using the selected consultants proposed contract, as modified through a negotiation process with the Town. All questions, inquiries and submittals shall be made only to:



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Nathanael Moore, P.E.
Town Engineer
Town of Franklin
PO Box 1479
Franklin, NC 28744
nmoore@franklinnc.com
Phone: (828) 524-2516
Fax: (828) 524-4540

Under no circumstances shall contacts be made with other Town of Franklin personnel or members of the Town Council regarding this Request for Qualifications and selection process. Based upon interviews, a firm and alternate will be named followed by negotiations for a service fee.