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Lenoir County Public Schools
2017 W. Vernon Ave.
Kinston, NC 28504

DESIGN CONSULTANT RFQ
Driveway and Parking Improvements

INSTRUCTIONS:

Design consultants wishing to submit for consideration should follow the guidelines established herein. A statement of Qualifications along with supporting documentation should be submitted to Mrs. Esther Hines at Lenoir County Public Schools, 2017 W. Vernon Ave., Kinston, NC 28504 or ehines@lenoir.k12.nc.us by **4 p.m. on Wednesday, March 1st, 2023**. Statements of Qualifications received after this time will not be considered.

1. Project

Lenoir County Public Schools is requesting professional design consultant services to provide full service for the design and construction administration of constructing an additional entrance, driveway, and parking lot at Pink Hill Elementary School.

2. Professional services Required

Design consultants will provide turnkey design and construction administration for the driveway and parking improvements at Pink Hill Elementary School.

3. Schedule

Submit qualifications by 4 p.m. on March 1, 2023. The official selection of the design consultant and approval will be determined following the receipt of proposals.

4. Selection Criteria & Format of Proposal

The criteria in the Statement of Qualifications form will be used. **If a paper response is submitted, please provide two paper copies (2) of your submittal.**

5. Insurance

The selected design firm must carry a minimum of \$1,000,000 of professional liability insurance.