



Request for Qualifications (RFQ)

ADDENDUM #2

January 13, 2026

Design Services for Renovations to the Historic Salisbury Train Station - Restoration of Waiting Area for Amtrak Use & Development of a Multi-Modal Transportation Hub

Bid Number : 011-2026

1. Does the RFQ submittal limit refer to single-sided or double-sided pages, and what size paper is acceptable? **The submittal should be single-sided on 8.5" x 11" paper**
2. As stated in the RFQ, resumes of key team members are not counted toward the 15-page limit. Does the limit also include cover sheet, divider pages, team organizational chart and team firm profile sheets? **Please refer to item 4. Submission Requirements in the RFQ. The 15-page limit includes a cover letter as well as any team organization charts. The only item NOT included in the limit are resumes for each proposed key team member.**
3. Can sub-consultants be used to meet the NCDOT Code pre-qualification requirements? **Yes, any single member of a team can qualify for a work code for the overall team.**
4. Will interviews be held in-person or virtually? **The intent is to have in-person interviews with the short-listed firms.**
5. What will be the form of Agreement between the City and the architect/engineer? **The City has a standard contract to be executed that typically refers to a scope of services provided by the firm. A sample contract is attached for reference. Prior to City acceptance, the firm will be required to submit their proposed tasks and costs on NCDOT approved forms (i.e., Manday Estimate Sheet) for review and approval by NCDOT. These forms can be found on the Connect NCDOT website.**
6. Will the designer have an agreement for services solely with the City of Salisbury or will there be a requirement for a supplementary agreement with Amtrak? **The agreement will be with the City of Salisbury with NO supplementary/auxiliary agreements with Amtrak.**
7. What will be the role of the NCDOT Rails Division in the design, construction, and administration of the proposed project? **This is a locally administered project (LAP), so City of Salisbury will be the consultant's primary contact. However, NCDOT will review and approve consultant selection. Throughout the design, NCDOT will review**

and comment on plans, and provide final approval on all plans. They will also authorize funds for construction and review/approve contractor selection and CEI selection, and remain involved through the construction phase for approval of change orders, etc.

8. What will be the roles of the NC Railroad Company, Norfolk Southern Railroad Company, and CSX Transportation on this project? Will any of these entities have the authority to review/comment on drawings and specifications? **All work on this project will be done outside of railroad right-of-way, and work is not anticipated to impact railroad infrastructure. Therefore, these entities will not have the authority to approve any plans or specifications. We do anticipate both NCRR, NS and Amtrak to be stakeholders that could provide input as the project develops. A full list of stakeholders will be determined as part of the design process.**
9. The RFQ mentions coordination with Amtrak and NCDOT Rails Division. Is this only for coordination of this project with other active projects at the station (P-5726 – second passenger platform and pedestrian underpass), or does this project also require railroad engineering expertise? **NCDOT Rails Division will be involved with this Project and have authority to review and approve plans with the City of Salisbury. Amtrak is a stakeholder in the project. Consultants should have expertise as indicated by the Work Codes provided in Addendum #1.**
10. Was attendance at the station walk-throughs required to be eligible to submit a response to the RFQ? **No, attendance of a walk-through is not an eligibility requirement for submittal of an RFQ response.**
11. Will the design, construction, and administration of the project include any state or federal funding? Is Amtrak providing any funding? **Federal, state and local funds are currently being utilized for this project. Amtrak is not providing funding.**
12. Will Buy America federal requirements apply? **Yes, since federal funding is being utilized, the project must meet all applicable federal requirements.**
13. Are there sustainability requirements beyond those required by the Energy Code and is there a desire for the project to have LEED certification? **No**
14. Will the City seek a contractor agreement for single prime construction of this project, including all Amtrak construction requirements? **Yes**
15. Would a general contractor used as a cost estimator be precluded from bidding on the construction phase? **It is recommended to exclude anyone on the design team having any role on the construction side, as the submitted bid could be challenged by another bidder.**
16. Will the designer be paid monthly based on percentage of services completed? **Yes**
17. Is there existing conditions documentation of the existing site and building (drawings, etc)? If so, in what format? **There are various plans (hard copies) of the renovations done in the 1990's, including some electrical and mechanical. We are not aware of plans of the original structure, other than elevation drawings displayed at the station.**

18. Is there a historic paint analysis document identifying original exterior and interior paint colors based on the Munsell Color System? If not, does the City wish the architect/engineer to include paint color analysis services in their professional services? **During the 1990's renovations, the architect used methods of scraping to determine colors, but a study analysis was not formally conducted. Attached to this addendum is a summary of the paints/stains used. With this information available, we do not anticipate the need for a paint color analysis.**
19. Does the City of Salisbury Historic Preservation Commission (HPC) have review/approval authority for only the station building or for the entire site? Does this include fixed and loose furnishings and equipment? **Because the Depot is designated as a historic landmark and a National Register property, HPC reviews and approves the entire site for a certificate of appropriateness (COA). Fixed or loose furnishings, other than items listed in the information packet provided in Addendum #1 should not be subject to approval by HPC.**
20. We received multiple questions regarding fixed and loose furnishings. Please see the following regarding fixed and loose furnishings: **It is the intent of the project to include fixed furnishings and equipment. As part of the design development and stakeholder input, we will determine the requirements of the passenger seating in the grand waiting room, but it must be ADA compliant. Fixed furnishings will be included in the bid documents and must meet state purchasing requirements.**
21. Will this project require design of Passenger Information Display Systems (PIDS) or other electronic passenger messaging hardware and software? **This project does NOT need to include PIDS design. However, locations for signs and equipment will be provided by NCDOT Rails Division so the selected design team can provide raceways for NCDOT/Amtrak to install PIDS later.**
22. Will the design and construction of this project recognize that a future east platform and pedestrian tunnel is planned? **Yes, this project will recognize the future construction of the second platform and tunnel (Project P-5726), but this project should have minimal impact to the site. Plans for Project P-5726 will be available for reference, and a schematic was included in the information packet sent out with Addendum #1.**
23. We noted a small park area on the west side of the site. Is this part of the scope? Do you anticipate significant landscape scope that would require a landscape architect as part of the team? **The project includes creating a multi-modal hub, and one element of this may be achieved by streetscape improvements along Depot Street. Site elements will be determined during stakeholder input. To qualify for selection, the design team must meet NCDOT Work Code 132, Landscape and Streetscape Design.**
24. Please see the following regarding existing plumbing, mechanical, and electrical systems: **The City is not aware of any updates to these systems since the 1990's renovations. Any changes to the building or site will be required to meet current (adopted when design is being developed) NC Building Codes.**
25. What has been the nature of yearly inspections on the extant fire protection sprinkler system at the station? Will there be a requirement for a wholesale upgrade of the extant

fire protection sprinkler system throughout the building? **The annual NFPA inspection was performed on July 29, 2025. We anticipate upgrading the system as necessary to meet current codes, and the extent of upgrades will be determined as part of design.**

26. Please describe the City's intent regarding any security system hardware/software that will be included in the single prime construction contract. Is it the City's intent to utilize a security system that will need to be sub-contracted to a particular supplier, and if so, will this company provide security system drawings and specs to be bid? **The City will install a security system after this project is complete. This project should include raceways for installation of cable by others.**

27. Please confirm any environmental studies conducted for the presence of hazardous materials, in particular lead paint or asbestos removal that might be required? **All asbestos was abated in 1991. The City does not have any documentation concerning the presence or remediation of lead paint. If further investigation leads to concerns for lead paint, the City will address this in the appropriate manner.**

ENGINEERING SERVICES CONTRACT

This contract for services (the "Contract"), made and entered into this _____ day of _____, 20__ by and between the **CITY OF SALISBURY**, a North Carolina municipal corporation located at 132 North Main Street, Salisbury, NC 28144 (hereinafter referred to as the "City"), and **XXXXXXXX**, a XXXXXXXX corporation located at XXXXXXXXXX (hereinafter referred to as the "Provider") (collectively, the "Parties").

For and in consideration of the mutual promises set forth in the Contract, the parties do mutually agree as follows:

1. Obligations of Provider.

- a. Services. Under this Contract, the Provider shall perform all of those services included in the Scope of Services, which is attached to this Contract as Exhibit A and incorporated by reference (the "Services"). Provider shall, at its own sole cost and expense, perform and provide all the labor, services, materials, equipment, supplies, plans, and equipment necessary to complete the Services within the time specified and in accordance with the terms, conditions, and provisions of this Contract, and pursuant to the instructions, orders, and directions of the City made in accordance with this Contract.
- b. Qualifications of Provider. Provider, and all agents or employees of Provider who will provide services under this Contract, shall be fully qualified, possess any requisite licenses, and otherwise be legally entitled to perform the services provided, and shall exercise the skill and care customarily exercised by duly licensed and qualified providers of the same or similar services.
- c. Records Maintenance. Provider shall maintain written documentation of any professional services provided, including any required documentation meeting the requirements of applicable federal, state, and local laws and regulations.

2. Obligations of the City.

- a. Compensation. The City agrees to compensate Provider in the amount not to exceed XXXX Dollars (\$XXXXXX) for services rendered in accordance with the terms of this Contract.
- b. Other obligations of the City. In addition to the foregoing, the City shall: (1) notify property owners of the surveying activities; (2) pay associated permit fees, including but not limited to, NCDEQ permits, railroad right of entry fees, and flagmen fees; (3) review plans and provide comment; (4) review specifications and provide comments; (5) coordinate bid days and times with Provider; (6) coordinate approvals with NCDOT; (7) acquire any necessary rights-of-way; and (8) pay legal advertisement fees for the Services.
- c. In the event of inclement weather, fire, power failure, or other similar occurrence, which may necessitate the cancellation of the delivery of Services, and an alternate date cannot be agreed upon, the City will be under no obligation to compensate Provider for Services not rendered.

3. Term. The Services will be provided from [INSERT MONTH, DATE, AND YEAR] through [INSERT MONTH, DATE, AND YEAR] unless sooner terminated as herein provided.

4. Change Orders. The City may, from time to time, request changes in the Services provided under this Contract. Such changes, including any increase or decrease in the amount of Compensation, shall not be effective unless mutually agreed to in writing and signed by both of the parties after appropriate authorization.

5. Termination for Convenience. Without limiting any party's right to terminate for breach, the parties agree that the City may, without cause and in its discretion, terminate this Contract for convenience upon thirty (30) calendar days' notice in writing from the City to Provider prior to the date of termination. Upon termination, all obligations that are still executory on both sides are discharged except that any right based on prior breach or performance survives, and the indemnification provisions of this Contract shall remain in force. All finished or unfinished documents and other materials produced by Provider pursuant to this Contract shall, at the request of the City, be turned over to it and become its property. If the Contract is terminated by the City in accordance with this section, the City will provide a prorated payment for all services performed as of the date of termination.
6. Termination for Cause. Either party has the right terminate this Contract for cause based on a breach of any of its terms upon written notice to the other party specifying the breach.
7. Terms and Methods of Payment. Provider shall provide the City with invoice(s) itemized by services provided, the number of hours worked and by whom, the date(s) that services were provided, and the amount owed, along with any supporting documentation that may be requested in advance by the City. Such invoice(s) shall be submitted within thirty (30) days of the rendering of services, but no more than monthly. The City shall process payments to Provider within thirty (30) days of submission of such invoice(s) for work satisfactorily performed. Invoice(s) should be sent to Wendy Brindle, PE, City Engineer, City of Salisbury, PO Box 479, Salisbury, NC 28145, for review and approval.
8. Contract Funding. It is understood and agreed between Provider and the City that the City's payment obligation under this Contract is contingent upon the availability of appropriated funds from which payment for Contract purposes can be made.
9. Insurance. Provider agrees to insurance in the minimum amounts: (1) \$1,000,000 in General Liability; (2) \$1,000,000 in Automobile Liability; (3) \$1,000,000 in Errors and Omissions; and (4) Workers Compensation in the required statutory amount for all employees participating in the provision of services under this Contract. The "City of Salisbury, a North Carolina Municipal Corporation" shall be named by endorsement as an additional insured on the General Liability and Errors and Omissions policies. Certificates of such insurance shall be furnished by Provider to the City and shall contain an endorsement to provide the City at least ten (10) days' written notice of any intent to cancel or terminate by either Provider or the insuring company. Failure to furnish insurance certificates or maintain such insurance shall be a default under this contract and shall be grounds for immediate termination of this Contract.
10. Taxes. Provider shall pay all federal, state and FICA taxes for all employees participating in the provision of services under this Contract.
11. Monitoring and Auditing. Provider shall cooperate with the City, or with any other person or agency as directed by the City, in monitoring, auditing, or investigating activities related to this Contract. Provider shall permit the City to evaluate all activities conducted under this Contract as dictated by the City. Provider shall provide auditors retained by the City with access to any records and files related to the provision of services under this Contract. The City agrees that its auditors will maintain the confidentiality of any identified and actual trade secrets of Provider accessed during an audit conducted under this Contract.
12. Time of the essence. The Parties agree that time is of the essence to each and every term or condition of this Contract where a certain length of time is fixed for the performance of the term or condition. The Parties further agree that any additional time allowed for the completion of any Work by mutual agreement of the Parties shall be of the essence to this Contract.

13. Compliance with Applicable Laws. Provider shall comply with all applicable laws and regulations in providing services under this Contract. In particular, Provider represents that it is authorized by federal law to work in the United States. Provider represents and warrants that it is aware of and in compliance with the Immigration Reform and Control Act and North Carolina law (Article 2 of Chapter 64 of the North Carolina General Statutes) requiring use of the E-Verify system for employers who employ twenty-five (25) or more employees and that it is and will remain in compliance with these laws at all times while providing services pursuant to this Contract. Provider is responsible for compliance with the Affordable Care Act and accompanying IRS and Treasury Department regulations.
14. Indemnification. To the maximum extent allowed by law, Provider shall indemnify and hold harmless the City and its agents and employees from and against all claims, actions, demands, costs, damages, losses, and/or expenses of any kind whatsoever proximately resulting from the omission or commission of any act, lawful or unlawful, by Provider or its agents and/or employees, including but not limited to court costs and attorney's fees, incurred in connection with the defense of said matters. The parties agree that this indemnification clause is an "evidence of indebtedness" for purpose of N. C. Gen. Stat. § 6-21.2.
15. Relationship of Parties. Provider shall be an independent contractor of the City, and nothing herein shall be construed as creating a partnership or joint venture; nor shall any employee of Provider be construed as an employee, agent, or principal of the City.
16. Restricted Companies List. Provider represents that as of the date of this Contract, Provider is not included on the Final Divestment List created by the North Carolina State Treasurer pursuant to N.C. Gen. Stat. § 147-86.58. Provider also represents that as of the date of this Contract, Provider is not included on the list of restricted companies determined to be engaged in a boycott of Israel created by the North Carolina State Treasurer pursuant to N.C. Gen. Stat. § 147-86.81.
17. Anti-Nepotism. Provider warrants that, to the best of its knowledge and in the exercise of due diligence, none of its corporate officers, directors, or trustees and none of its employees who will directly provide services under this Contract are immediate family members of any member of the Salisbury City Council or of any member of the City's Administration, Human Resources, Information Technology, or Financial and Business Services departments. For purposes of this provision, "immediate family" means spouse, parent, child, brother, sister, grandparent, or grandchild, and includes step, half, and in-law relationships. Should Provider become aware of any family relationship covered by this provision or should such a family relationship arise at any time during the term of this Contract, Provider shall immediately disclose the family relationship in writing to the City Manager. Absent an applicable exception under state law and City policy, the existence of a family relationship covered by this Contract is grounds for immediate termination by the City without further financial liability to Provider.
18. No assignment. Provider shall not assign, subcontract, or otherwise transfer any interest in this contract without the prior written approval of the City.
19. Amendments in writing. This Contract may be amended only in writing and signed by both parties.
20. Governing law. North Carolina law will govern the interpretation and construction of the Contract.
21. Entire agreement. This Contract, including the purchase order, if any, used in connection herewith and any other document(s) expressly incorporated by reference as a part of this Contract, constitutes and expresses the entire agreement and understanding between the parties concerning its subject matter. This Contract supersedes all prior and contemporaneous discussions, promises, representations, agreements and understandings relative to the subject

matter of this contract. To the extent there may be any conflict between the four corners of this Contract and other documents incorporated by reference herein, the terms of this Contract will control.

22. Attached Exhibits. The following documents, if any, are attached to this Contract and incorporated by reference herein:
- a. Exhibit A: Scope of Services
 - b. Exhibit B: Required Contract Provisions for Non-Federal Entity Contracts under Federal Awards – Appendix II to 2 CFR Part 200
23. Severability. If any provision of this Contract shall be declared invalid or unenforceable, the remainder of the Contract shall continue in full force and effect.
24. Counterparts and execution. This Contract may be executed in any number of counterparts, each of which will be deemed an original but all of which together will constitute one and the same instrument. The Parties agree that computer scanned and/or faxed signatures or copies of this Contract will have the same validity and force as an “original.”
25. Authority to Enter Contract. The person(s) executing this Contract on behalf of Provider have authority to do so as an official, binding act of Provider.

IN WITNESS WHEREOF, the parties have hereunto set their hands and seals the day and year first indicated above.

CITY OF SALISBURY

PROVIDER

BY: _____
TITLE: _____
DATE: _____

This instrument has been preaudited in the manner required by the Local Government Budget and Fiscal Control Act.

- C. Colors: Provide the following colors at each area as indicated on the drawings.
1. Color No. 1 - Duron No. 6155N, Monterey Pine.
 2. Color No. 2 - Duron No. 6285R, Cognac.
 3. Color No. 3 - Duron No. 5691W, Buff.
 4. Color No. 4 - Duron No. 5770W, Shell White.
 5. Color No. 5 - Duron No. 5815N, Friar's Brown.
 6. Color No. 6 - Duron No. 5381W, Carriage House.
 7. Color No. 7 - Duron No. 5915N, Iron Gate.
 8. Provide additional colors from manufacturer's standard colors as per Architect's selection.
- D. Schedules:
1. Typical Interior Systems:
 - a. Wood, Paint Finish (Semi-gloss)
 1. 1 coat alkyd enamel undercoat.
 2. 2 coats semi-gloss alkyd enamel.
 - b. Brick (Semi-gloss)
 1. 1 coat alkali-resistant alkyd enamel undercoat.
 2. 2 coats semi-gloss alkyd enamel.
 - c. Gypsum Board (eggshell)
 1. 1 coat vinyl latex primer.
 2. 2 coats satin alkyd latex enamel.
 - d. Painted Steel (Semi-gloss)
 1. 1 coat alkyd enamel undercoat.
 2. 2 coats semi-gloss alkyd enamel.
 2. Typical Exterior Systems:
 - a. Gypsum Board Headwalls (Semi-gloss)
 1. 1 coat exterior alkyd primer.
 2. 2 coats gloss alkyd house paint.
 - b. Painted Steel (Semi-gloss)
 1. 1 coat epoxy rust penetrating primer.
 2. 2 coats semi-gloss alkyd house paint.
 - c. Wood (Semi-gloss)
 1. 1 coat exterior alkyd primer.
 2. 2 coats semi-gloss alkyd house paint.
 - d. Aluminum/Cast Iron (Semi-gloss)
 1. 1 coat manufacturer's recommended primer.
 2. 2 coats semi-gloss alkyd house paint.
- E. Submittals: Submit manufacturer's technical literature and three 12 x 12 inch samples of each paint color specified to Architect for review and approval prior to proceeding with work.

9.6 CERAMIC MOSAIC TILE:

- A. Material: Dal-Tile Ceramic Mosaic Tile.
1. Size: 1 x 1 inch.
 2. Pattern/Color: Custom pattern as designed by Mr. Charlie Waters, Dal-Tile Corporation, Greensboro, North Carolina.

Firms Registered for RFQ 011-2026

Design Services for Renovations to the Historic Salisbury Train Station – Restoration of Waiting Area for Amtrak Use & Development of a Multi- Modal Transportation Hub

Progressive Companies – Jared Martinson jmartinson@weareprogressive.com

Quinn Evans – Richard Hess richard.hess@quinnevans.com

Joseph K. Oppermann Architect – Robert Hotes rjhotes@jkoa.net

Boudreaux – David Wiesendanger dwiesendanger@Boudreauxgroup.com

JMT/Clarknexsen – Matt Butler Matthew.Butler@clarknexsen.com

HDR – Gretchen Miller Gretchen.Miller@hdrinc.com

MichaelGraves – Michelle Portman mportman@michaelgraves.com

Design Workshop – Laura Bachinsky lbachinsky@designworkshop.com

ClearScapes – Fred Belledin fbelledin@clearscapes.com

CPL – Gabrielle Steffel GSteffel@CPLteam.com

Cooper Carry/Surface - Robert Pratt rpratt@surface678.com

Stantec – Ryan White ryan.white@stantec.com

Peacock Architect – Stephanie Mata Stephanie@peacockarchitect.com

Ramsay Burgin Smith Architects – Dan Norman dan@rbsarch.com

David E. Gall Architect david@davidegall.com

McAdams – Nick Lowe nlowe@mcadamsco.com