

North Carolina State University – **Facilities Operations and Grounds Management Support Facility**  
**Project Summary**  
May 26, 2015

**Project Description**

This project will construct 33,000 gross square feet of service, shop, and warehouse facilities to support existing buildings and grounds and projected growth on the Centennial Campus Precinct. Departments operating from the facility will include Building Maintenance and Operations, Repair and Renovation, Housekeeping, Grounds Management, Landscape Construction Services, and Business Services. The project will also construct a service yard consisting of bins and structures to support 14,000 gross square feet of unconditioned space to store a variety of equipment and materials, including chemicals, as well as additional space for storage of fleet vehicles and a fueling station. The project will provide for approximately 45 off-street parking spaces. Site selection among several proposed sites will be included in the Site Analysis/Programming Phase currently funded.

**Project Scope**

The total project budget of \$10,000,000 includes design, construction and testing costs. Project is currently funded with \$500,000 for Site Analysis/Programming. Project will proceed as funds become available. Overall project design services will include professional trades (architectural, plumbing, mechanical, electrical, asbestos abatement, and construction administration).

**Project Site**

The project is located in the Centennial Campus Precinct. Three potential sites have been identified and one site will be selected during the Site Analysis/Programming phase.

**Pre-Submittal Meeting**

A Pre-submittal Meeting will be held June 11 at 3:00pm in Conference Room 301, Administrative Services III, 2701 Sullivan Drive on the NC State campus. Attendance is encouraged but not mandatory.

**Project Schedule**

Site Analysis/Programming will begin upon successful contract negotiations with the selected design team. Subsequent phases will occur as funding becomes available.

**Design Process**

The selected firm will work through the North Carolina State University Division of the Office of the University Architect with a building committee that includes user representatives. The process will include normal involvement of the State Construction Office.

**Critical Selection Factors**

Interested firms can participate in the process by submitting a current SF 330 form and addressing the following in a written proposal. Please note that only one copy of the proposal is requested. Most of the criteria listed below can be accommodated in sections A-G of the 330 form. Section H can be used for any additional information. The total submittal, including letter of interest, is limited to 26 sheets of paper. Both sides of the sheet may be used for a total of 52 pages. Firms are requested to assure receipt of proposals at address listed below by **5 pm June 30, 2015**.

1. Experience and expertise with similar projects.
2. Past performance on similar projects.
3. Experience with campus design projects
4. Adequate staff and proposed consultant team – qualifications and examples of previous collaborations.
5. Historically Underutilized Business representation in proposed consultant team
6. Current workload and State projects awarded.
7. Proposed design approach or methodology.
8. Recent experience with project cost estimates and schedule adherence.
9. Construction administration capabilities.
10. Record of successfully completed projects without major legal or technical problems.
11. A minimum of three references with contact information.

**Designer Selection Process**

Following the receipt of proposals, a University Interview Committee, appointed by the Secretary to the University Board of Trustees' Building and Property Committee, will shortlist, interview and make a recommendation of selection to the University Board of Trustees' Buildings and Property Committee.

**Questions/Proposal Submittal**

In order that the selection process is as objective as possible, do not contact members of the Board of Trustees, or any university officials other than the project manager. All questions and project submittals are to be directed to:

Bill Davis, RA, LEED AP  
NC State University,  
Capital Project Management  
Box 7520 (2701 Sullivan Drive, Suite 331)  
Raleigh, North Carolina 27695-7520  
P: 919-513-7492  
F: 919-515-4253  
wrdavis3@ncsu.edu