



Updated June 15, 2015

**SUBJECT:** Facilities Operations and Grounds Management Support Facility  
Centennial Campus Facilities Service Center  
Pre-Submittal Meeting for Design/Consultant Services

**Introductions & Welcome**

- Point of Contact of University
  - Bill Davis, RA, LEED AP  
[wrddavis3@ncsu.edu](mailto:wrddavis3@ncsu.edu)  
919.513.7492
- Lisa Johnson, University Architect
- Jack Colby, Assistant Vice-Chancellor for Facilities Operations
- Andy Snead, Director, Design and Construction Services

**Project Scope**

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 Budget**

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 Schedule**

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

Proposals Due.....June 30, 5:00pm  
Designer Shortlist Meeting: ..... July 21  
Pre-Interview Meeting ..... July 31, 3:00pm  
Interviews ..... to be scheduled in August

### **Critical Selection Factors**

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

### **Meeting Notes**

- In addition to the program items listed above, there will also be a hazardous material storage component to the project.
- Geotechnical testing, site survey, etc. will occur outside the project, and depending on scope, will likely be carried out by one of our annual service contract vendors. NC State will contract with this vendor directly.
- Depending on the site that is selected, an opportunity to connect to the Centennial Central Utility Plant (CCUP) may be available. If the selected site is within reasonable proximity (based on scope and budget) to the chilled water and steam distribution systems, it is preferable to connect to the loop.
- Focus on past performance on similar projects.
- The meeting attendance list is attached.

June 11, 2015

SUBJECT: Centennial Campus Facilities Service Center  
Pre-Submittal Meeting Attendee Sign in Sheet  
Code/Item: 41424 / 316 Project Number 201520008

Name (please print)	Affiliation	Email	Phone
1. Roula Qubain Moseley		rqubain@moseleyarchitects.com	919 645 9088
2. LeAnn White	Stanford White	LeAnnWhite@stanfordwhite.com	919 832 8118
3. JODY EFIRD	ESPA	jody@espaarchitects.com	(336) 273 0083
4. ROBERT STILWELL	DTW ARCHITECTS	RSTILWELL@DTWARCH.COM	
5. KENNETH REDFOOT	CORLEY REDFOOT	Kredfoot@corleyredfootarchitects.com	
6. K.C. UNDERWOOD	ANEGRAM STUDIO	kc@anegramstudio.com	(919) 649-5842
7. RHONDA ANGERIO	SMITH SINNETT ARCHITECTURE	rangerio@smithsinnett.com	919.781.8582
8. George W Carter	HardArt Studio, PLLC	george@hardartstudio.com	
9. SHEELA PRABHU	CRB ARCHITECTS	sheela.prabhu@crbusa.com	
10. BRIAN FARFAS	JKF ARCHITECTURE	BFAFAS@JKF-ARCH.COM	
11. ROGER LEESON	LABELLA	rleeson@labella.pc.com	919 807 9015
12. TODD BERG	MORRIS. BERG ARCH.	tberg@morrisberg.com	
13. STEVE MILLER	CLH DESIGN	SMILLER@CLHDESIGNPA.COM	919-319-6716
14. Steve Gandy	Municipal Engineering Services	sgandy@mesco.com	919 772 5393
15. MARK WILLIARD	WSC ARCHITECTS, PA	mark@wscarchitects.com	
16. LAUREN REID	WSC ARCHITECTS	lauren@wscarchitects.com	
17. Louis GERICS	INNOVATIVE DESIGN	GERICS@INNOVATIVEDESIGN.NC	919 832 6303
18. CHARLES NICKELSON	RND ARCHITECTS	CHARLES@RNDPA.COM	919 490-1266
19. JOHN QUIVCHO	EDI	jquivcho@engineereddesigns.com	919-851-8481
20. Jaclyn Wawak	ADW	jwawak@adwarchitects.com	704.379.1919
21. FRED FUGLEY	GURITZ ARCHITECTURAL	Fred@guritzarchitects.com	919-489-9000
Scott Collins	Collins Structural Consulting	scollins@collinsstructural.com	919-283-6990
ROB KLINEDINST	LITTLE	ROB.KLINEDINST@LITTLEONLINE.COM	919-724-0252



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Name (please print)	Affiliation	Email	Phone
1. Scott O'Brien	LAS	so'Brien@lordedwardsagent.com	919-913-2661
2. Andy King	MHAworks	king@mhaworks.com	919 682 2570
3. DANIEL MOSKOP	DAN HUFFMAN ARCHITECTURE	DANIEL@DANHUFFMANARCHITECTURE.COM	(919) 332-3722
4. Miranda Dommer	Dan Huffman Architecture	miranda@danhuffmanarchitecture.com	919.270.1645
5. Gary McCabe	RedLine Engineering	gary.mccabe@rle-pc.com	(919) 606-4560
6. TIM RORDAN	AMT	TRORDAN@AMTEngineering.com	919-855-9989
7. Ish Sud	Sud Associates	isud@sudassociates.com	(919) 493-5277
8. ANDREW MERICLE	DRAPER ADEN ASSOCIATES	AMERICLE@DAA.COM	(910) 897-7070
9. BOB STEVENSON	LHC STRUCT. ENGRS	RSTEVENSON@LHCENGINEERS.COM	(919) 832-5587
10. KRISTEN HESS	HH ARCHITECTURE	khess@hh-arch.com	919-828-2301
11. Anna Lynch	Stroud Pence	alynch@stroudpence.com	919-414-4714
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Name (please print)	Affiliation	Email	Phone
1. CHRIS MARTIN	McKimCreed	cmartin1@mckimcreed.com	919-698-9594
2. Shelly Johnson	Small Kane Architects	sjohnson@smallkane.com	919-833-1994
3. JIMMY EDWARDS	DAVIS KANE	JEDWARDS@DAVISKANE.COM	919-833-3737
4. Mike Peery	IBI Group	mike.peery@ibigroup.com	919-851-4201
5. Ken Noel	ADPOGEE	KNOEL@ACG-PA.COM	919-451-0370
6. Jessica Douglas	RDK Engineers	jdouglas@rdkengineers.com	919-280-1244
7. Matthew Allen	Watson Tate Savory	mallen@watontate Savory.com	704-749-5181
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1. SHARVE WEBSTER	LITTLE WEBSTER LITTLE ONLINE	LITTLEONLINE.COM	919.474.2524
2. BOB WILLIAMS	SMALL KATIE ARCHITECTS	RWILLIAMS@SMALLKATIE.COM	919.333-1994
3. David Bradford	310 Architecture + Interiors	davidb@310ai.com	919.838.9310
4. KIM FOWLER	FALCON	kfowler@falconengineers.com	919.871.0800
5. CHRIS GLASS		CHRIS.GLASS@TIMMONS.COM	864-207-9997
6. ROGER SPEARS	SZOSTAK	ROGERLYNN@GMAIL.COM	919.360-2879
7. John McGahey	McGahey Design	John@mcgaheydesign.com	919.779.0019
8. MARLEY CARROLL	CD DESIGN	MCARROLLE@CDDESIGNINC.	704.333.0093
9. BLAKE HALL	TIMMONS GROUP	blake.hall@timmons.com	919-316-0126
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