

**Project Summary**

October 7, 2015

**Project Description**

The College of Textiles currently occupies 203,800 Assignable Square Feet (ASF) of space on Centennial Campus Precinct. The project will evaluate the College's current space allocations and space adjacencies, develop long-term goals for their space needs, determine potential efficiencies within their space, and provide a phased plan for facilities improvements including cost estimates for each phase. Previous assessments have outlined construction limitations to the current building systems; therefore, preliminary evaluation of mechanical and fire protection systems will be part of the planning effort. This planning effort will provide a prioritized projects list for several future interior renovation projects.

**Project Scope**

The total project budget of \$80,000 includes space master planning and blocking diagrams for a phased implementation. Design services include space programming, architectural diagrams, cost estimating and evaluation of plumbing, mechanical, electrical, fire protection system impacts for a phased implementation.

**Project Site**

The project is located at 1000 Main Campus Drive in the Centennial Campus Precinct.

**Project Schedule**

The Master Plan should be complete by March 2016.

**Pre-submission Meeting**

A pre-submission meeting is scheduled for October 16, 2015 at 9:00 A.M. in Conference Room 301, Administrative Services III at 2701 Sullivan Drive, to discuss the project.

**Design Process**

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

**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 October 29, 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 current 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 be 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:

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