Project Description:
The project will involve the advance planning for Phase I of the relocation of the Department of Plant Pathology to the Varsity Research Building. The goal of the overall project is to co-locate faculty and staff in the department within appropriate research, clinic and academic lab and support spaces.

The Varsity Research Building was built as a flex building during the 2000 Higher Education Bond project as swing space accommodating a variety of programs and departments across campus. The building is configured as a mix of research and office space modules, currently occupied by a few disparate programs. It is expected that these programs will be gradually relocated from of the building. Significant renovations to the building to convert office modules in research lab modules are anticipated as part of Phase I.

The relocation is to be accomplished through a series of phased renovations to the existing 54,745 GSF building. Phase I will primarily consist of modifications to convert Modules 4 and 5 to office and lab space, however, it will also involve modifications to existing labs within Modules 2 and 3.

The Plant Pathology department is currently located in various buildings throughout the campus. Although not all faculty and staff within the department can be accommodated within the renovated building, it is anticipated that the majority, including the departmental office from Thomas Hall and personnel from Gardner Hall, 3709 Hillsborough Street Building and Don Ellis Building will eventually be relocated. It is further anticipated that the Plant Pathology faculty associated with USDA research will remain in Gardner Hall.

Project Scope
Funding in the amount of $250,000 has been allocated for preconstruction costs and Advanced Planning. Total project cost has been set at $2,900,000.

Project Site
The Varsity Research Building is located at 1575 Varsity Drive in the South Campus Precinct.

Pre-Submittal Meeting
A Pre-submittal Meeting will be held on October 9, 2015 at 11:00am in NC State University Administrative Services III Building Room #301, 2701 Sullivan Drive. Attendance is not mandatory but highly encouraged.

Project Schedule
Project design is intended to begin upon finalization of contract negotiations with the successful design team.

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 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 **5:00 p.m. on Thursday, October 22, 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
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.
12. Experience, schedule, and budget compliance with renovations in occupied buildings.

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:

Bill Davis, RA, LEED AP
NC State, Capital Project Management
Box 7520 (2701 Sullivan Drive)
Raleigh, North Carolina 27695-7520
Phone 919-513-7492
wrdavis3@ncsu.edu
Project Scope Statement
September 25, 2015

Prepared by: Chris Johnson
Project Manager: Bill Davis
Design Team:
Office of the University Architect Capitol Project Management

Varsity Research Building Phase I

Project Description
The project will involve the advance planning for Phase I of the relocation of the Department of Plant Pathology to the Varsity Research Building. The goal of the overall project is to co-locate faculty and staff in the department within appropriate research, clinic and academic lab and support spaces.

The Varsity Research Building was built as a flex building during the 2000 Higher Education Bond project as swing space accommodating a variety of programs and departments across campus. The building is configured as a mix of research and office space modules, currently occupied by a few disparate programs. It is expected that these programs will be gradually relocated from of the building. Significant renovations to the building to convert office modules in research lab modules are anticipated as part of Phase I.

The relocation is to be accomplished through a series of phased renovations to the existing 54,745 GSF building. Phase I will primarily consist of modifications to convert Modules 4 and 5 to office and lab space, however, it will also involve modifications to existing labs within Modules 2 and 3.

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Location
The Varsity Research Building is located at 1575 Varsity Drive in the South Campus Precinct.

Budget
Funding in the amount of $250,000 has been allocated for preconstruction costs and Advanced Planning. Total project cost has been set at $2,900,000.

Master Planning Organizing Concepts
The project is to address adjacencies and existing conditions identified during the Varsity Research Building Feasibility Study (2015). The configuration of the modules within the building needs to promote interaction between the various research initiatives. Renovations shall allow people to move throughout the spaces with greater ease and be designed so that program activities are visible through interior glazing and passageways.

The proposed renovations shall further incorporate, amongst other principals, the following Design Guidelines: a) Design Harmony to blend the new into the existing context of the building for visual unity, b) Space Utilization efficiency opportunities shall be reviewed, including the possibility of flexible bench assignments, c) Lactation accommodations shall also be incorporated into the design.
Site and Campus Design/Repair
The project will follow the guiding principles and design guidelines set forth in the NC State University Physical Master Plan, *A Campus of Neighborhoods and Paths (2014)*
http://www.ncsu.edu/facilities/physical_master_plan

Sustainable Design
The project shall have a positive impact on the campus and surrounding community and actively advance NC State University's larger sustainability commitments by incorporating sustainable building and site design and construction throughout the life of the project.

This study will identify ways to incorporate sustainable building and site design into the project to comply with NC State's climate neutrality goals. Sustainability goals for the study include, but are not limited to: allowing for a collaborative human work environment by designing spaces that encourage creativity, productivity, and community; and including long-term efficient use of space and infrastructure by designing with flexibility for future uses and maximizing space utilization.

Utilities/Infrastructure/Building Systems
The building systems were evaluated as part of the *Varsity Research Building Feasibility Study (2015)*. Further analysis will be performed during the design phase to determine the optimal methods to serve the building’s heating, cooling, and lab equipment requirements.

Additional equipment required shall be placed to minimize visual intrusion of utilitarian functions into the surrounding campus, to minimize pedestrian/vehicular conflict, and be adequately screened from off-site views.

Transportation
The renovations within the building will not require additional parking.

Additional Resources
*American College and University Presidents Climate Commitment*
This project will be designed and operated in a way that furthers NC State’s climate neutrality goals as set forth in the American College and University Presidents Climate Commitment.
www.presidentsclimatecommitment.org

*Principles of Universal Design*
This project will be designed to ensure that, to the greatest extent possible, the facility shall be usable by everyone regardless of their age, ability, or circumstance.
http://www.ncsu.edu/ncsu/design/cud/about_ud/udprinciples.htm