Statement of Need
North Carolina State University requires the services of private sector design firms to supplement its in-house GIS capabilities for the planning and implementation of an Enterprise geodatabase server and associated applications. To this end, up to four GIS firms will be chosen for a two-year term, with the possibility of a one-year renewal, to be open-ended GIS service providers. These firms will be on call to provide services on an as needed basis.

Typical Project Scope
GIS services will typically be required as a part of the larger Enterprise GIS implementation project. Scope of each project to be determined by project manager, departmental liaison, and designer. No design fee for an individual project can exceed $50,000. Fees for a single contract term cannot exceed $300,000.

Project Site
Project work will be located on the five precincts of NC State University’s Campus, and possibly outlying extension locations throughout the state. Many projects will be done via remote GIS server access and virtual meetings.

Project Schedule
Most projects have a very short schedule. Designers will be expected to accommodate departmental GIS development schedules.

Design Process
The selected firms will work through the North Carolina State University Office of University Architect for each project. Once selected to be an open-ended GIS service provider, a GIS firm will be on call to provide services for specific projects. A fee proposal for that specific project will be requested. The proposal must include a description and scope of the project, a preliminary estimate (if appropriate), a schedule, and a description of the work and fees.

Critical Selection Factors
Interested firms can participate in the process by submitting a letter of interest, including a statement of qualifications. Please note that only one copy of a letter of interest is requested, 20 page limit. Letters of interest must be received by 5:00 p.m. on Friday, October 30, 2015. Email copies will not be accepted. The following critical selection factors should be addressed in the proposal:

- Experience in Enterprise GIS implementation projects, particularly large Universities
- Track record of meeting demanding design schedules with tight budgets for reasonable fees
- Experience in GIS and GPS data collection, analysis, and administration
- Experience in SQL database administration
- Experience with spatial and tabular data workflows between CAD and GIS platforms
- Experience with GIS server application development
- Experience with web GIS platforms and application development, including ArcGIS Online
• Provide 3 references

**Designer Selection Process**

Following the receipt of letters of interest, a selection committee made up of Facilities staff will develop a short list and make selection recommendations to the University Board of Trustees’ Buildings and Property Committee.

**Questions**

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

David Wynne, GIS Leader  
North Carolina State University  
Office of the University Architect  
Campus Box 7519  
2701 Sullivan Drive,  
Admin Services III, Suite 300  
Raleigh, NC  27695-7216  
Phone:  919-513-0253  
Fax:  919-513-0675