

Closing Date: February 22, 2016

**Statement of Need**

North Carolina State University requires the services of private sector design firms to supplement its in-house design capabilities for the production of renovation designs and construction contract documents for small renovation projects. To this end, up to seven architectural design firms will be chosen for a two-year term, with the possibility of a one-year renewal, to be open-ended design providers. These firms will be on call to provide architectural design, interior design, space planning, feasibility studies, cost estimating and consultation on an as needed basis.

**Typical Project Scope**

Design projects will have construction budgets less than \$500,000. No design fee for an individual project can exceed \$50,000. Fees for a single contract term cannot exceed \$300,000. Bid alternates often must be included in the design to keep the project within the customer’s budget. All construction projects must be reviewed by the State Construction Office for code compliance.

**Design Process**

The selected firms will work through the North Carolina State University Design and Construction Services for each project. Once selected as an open-ended design service provider, a design 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 design work and fees. In addition to the design work, the designer will be expected to work to help ensure a successful outcome of the construction phase of the project.

**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, and email copies will not be accepted. 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 5:00p.m. on February 22, 2016.

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 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. Please refer to the following web link for OESAD Guidelines and the list of selected firms:

<https://facilities.ofa.ncsu.edu/oesad-guidelines/>

**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:

Angkana Bode, Architect, LEED AP  
Project Manager, Design and Construction Services  
North Carolina State University  
Campus Box 7216  
2701 Sullivan Drive  
Administrative Services III, Suite 300  
Raleigh, NC 27695-7216

Phone: 919-515-8062

Fax: 919-515-4253

Closing Date: February 22, 2016

### **Statement of Need**

North Carolina State University requires the services of private sector design firms to supplement its in-house design capabilities for the production of renovation designs and construction contract documents for small renovation projects. To this end, up to four asbestos abatement and environmental design firms will be chosen for a two-year term, with the possibility for a one-year renewal, to be open-ended design providers. These firms will be on call to provide design and consultation on an as needed basis. Not all firms selected need to have both asbestos abatement and environmental design capabilities.

### **Typical Project Scope**

Design projects will have construction budgets less than \$500,000. No design fee for an individual project can exceed \$50,000. Fees for a single contract term cannot exceed \$300,000. Bid alternates often must be included in the design to keep the project within the customer's budget. All projects are reviewed by the State Construction Office for code compliance.

### **Design Process**

The selected firms will work through the North Carolina State University Design and Construction Services for each project. Once selected as an open-ended design service provider, a design 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 design work and fees. In addition to the design work, the designer will be expected to work to help ensure a successful outcome of the construction phase of the project.

### **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, and email copies will not be accepted. 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 5:00p.m. on February 22, 2016.

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 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. Please refer to the following web link for OESAD Guidelines and the list of selected firms:

<https://facilities.ofa.ncsu.edu/oesad-guidelines/>

### **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:

Lisa Keel, RA, Project Manager  
Design and Construction Services  
North Carolina State University  
Campus Box 7216  
Administrative Services III, Suite 300  
2701 Sullivan Drive  
Raleigh, NC 27695-7216      Phone: 919-515-8066      Fax: 919-515-4253

Closing Date: February 22, 2016

### **Statement of Need**

North Carolina State University requires the services of private sector design firms to supplement its in-house design capabilities for the production of design drawings, specifications, and construction contract documents for small renovation projects. To this end, up to four new civil engineering design firms will be chosen for a two-year term, with the possibility of a one-year renewal, to be open-ended design providers. These firms will be on call to provide design and consultation on an as needed basis to include but not limited to the following civil engineering aspects:

- Site Planning and Development
- Hydraulics and Hydrology
- Water and Sanitary Sewer
- Soil Mechanics and Geotechnical Engineering
- Storm Water Management including site drainage
- Sedimentation and erosion control issues
- Permitting issues such as with the US Army Corps of Engineers, Dept. of Environment and Natural Resources, City of Raleigh, State Construction Office, etc.

### **Typical Project Scope**

Design projects will have construction budgets less than \$500,000. No design fee for an individual project can exceed \$50,000. Fees for a single contract term cannot exceed \$300,000. Bid alternates often must be included in the design to keep the project within the customer's budget. All projects must be reviewed by the North Carolina State Construction Office for code compliance.

### **Design Process**

The selected firms will work through the North Carolina State University Design and Construction Services. Once selected as an open-ended design service provider, a design 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 design work and fees. In addition to the design work, the designer will be expected to help ensure a successful outcome of the construction phase of the project.

### **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, and email copies will not be accepted. 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 February 22, 2016.

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 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. Please refer to the following web link for OESAD Guidelines and the list of selected firms:

<https://facilities.ofa.ncsu.edu/oesad-guidelines/>

### **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:

Lisa Maune, Architect  
Associate Director, Design and Construction Services  
North Carolina State University Campus Box 7216  
2701 Sullivan Drive, Administrative Services III, Suite 300  
Raleigh, NC 27695-7216 Phone: 919-513-0400 Fax: 919-515-4253

Closing Date: February 22, 2016

**Statement of Need**

North Carolina State University requires the services of design firms to supplement its in-house capabilities for the production of commissioning, retro-commissioning and recommissioning technical specifications and protocols as well as field assistance. To this end, up to four commissioning agent/ firms will be chosen for a two-year term, with the possibility of a one-year renewal, to be open-ended design providers. These firms will be on call to provide design and consultation on an as needed basis. Typically, commissioning may be a part of a larger renovation project or may be the primary goal of the project.

**Typical Project Scope**

Design projects will have construction project budgets less than \$500,000. No design fee for an individual project can exceed \$50,000. Fees for a single contract term cannot exceed \$300,000. Bid alternates often must be included in the design to keep the project within the customer’s budget. All projects must be reviewed by the North Carolina State Construction Office for code compliance.

**Design Process**

The selected firms will work through the North Carolina State University Design and Construction Services for each project. Once selected as an open-ended design service provider, a design 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 design work and fees. In addition to the design work, the designer will be expected to work with the Department of Construction Management to help ensure a successful outcome of the construction phase of the project.

**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, and email copies will not be accepted. 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 February 22, 2016.

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 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. Please refer to the following web link for OESAD Guidelines and the list of selected firms:

<https://facilities.ofa.ncsu.edu/oesad-guidelines/>

**Questions**

In order that the selection process 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:

John Johnson, Project Manager  
Design and Construction Services  
North Carolina State University  
Campus Box 7216  
Administrative Services III  
2701 Sullivan Drive, Suite 300  
Raleigh, NC 27695-7216      Phone: 919-513-0537      Fax: 919-515-4253

Closing Date: February 22, 2016

### **Statement of Need**

North Carolina State University requires the services of private sector design firms to supplement its in-house design capabilities for the production of renovation designs and construction contract documents for smaller secondary electrical and primary electrical renovation projects. To this end, up to five electrical design firms will be chosen for a two-year term, with the possibility of a one-year renewal, to be open-ended design providers. These firms will be on call to provide design and consultation on an as needed basis. Often, electrical design will occur as part of a larger renovation project or may be the primary goal of the project.

### **Typical Project Scope**

Design projects will have construction budgets less than \$500,000. Bid alternates often must be included in the design to keep the project within the customer's budget. All construction projects must be reviewed by the North Carolina Department of Insurance.

### **Design Process**

The selected firms will work through the North Carolina State University Design and Construction Services for each project. Once selected as an open-ended design service provider, a design 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 design work and fees. In addition to the design work, the designer will be expected to work with the Department of Construction Management to help ensure a successful outcome of the construction phase of the project.

### **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, and email copies will not be accepted. 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 February 22, 2016.

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 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. Please refer to the following web link for OESAD Guidelines and the list of selected firms:

<https://facilities.ofa.ncsu.edu/oesad-guidelines/>

### **Questions**

In order for the selection process 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:

Don Ferree, PE

Project Manager, Design and Construction Services

North Carolina State University

Campus Box 7216

2701 Sullivan Drive

Administrative Services III, Suite 300

Raleigh, NC 27695-7216

Phone: 919-515-8060

Fax: 919-515-4253

Closing Date: February 22, 2016

**Statement of Need**

North Carolina State University requires the services of design firms to supplement its in-house design capabilities for the production of small laboratory renovation projects. To this end, up to three designs firm will be chosen for a two-year term, with the possibility of a one-year renewal, to be open-ended design providers. These firms will be on call to provide design and consultation on an as needed basis. Typically, lab design may be a part of a larger renovation project or may be the primary goal of the project.

**Typical Project Scope**

Design projects will have construction project budgets less than \$500,000. Bid alternates often must be included in the design to keep the project within the customer’s budget. All projects must be reviewed by the North Carolina Department of Insurance.

**Design Process**

The selected firms will work through the North Carolina State University Facilities Division for each project. Once selected as an open-ended design service provider, a design 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 design work and fees. In addition to the design work, the designer will be expected to work to help ensure a successful outcome of the construction phase of the project.

**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, and email copies will not be accepted. 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 February 22, 2016.

- Experience and expertise with similar projects: expertise in developing laboratory chemical lists, design of small and large lab HVAC systems including air fume hoods, canopies, snorkels, specialty lab equipment, hydronics, process cooling water, and code issues related to laboratories.
- 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 current contact information.

**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. Please refer to the following web link for OESAD Guidelines and the list of selected firms:

<https://facilities.ofa.ncsu.edu/oesad-guidelines/>

**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:

Charles Brown, Architect  
Assistant Director, Design and Construction Services  
North Carolina State University  
Campus Box 7216  
Administrative Services III  
2701 Sullivan Drive, Suite 300  
Raleigh, NC 27695-7216      Phone: 919-515-9160      Fax: 919-515-4253



## **NC State University – Landscape Architecture / Master Planning Open-Ended Design Contract**

**Closing Date:** February 22, 2016

### **Statement of Need**

NC State University requires the services of private sector design/planning firms to supplement its in-house planning capabilities in landscape master planning, land use analysis and landscape architecture design. To this end, up to three design firms will be chosen for a two-year term, with the possibility of a one-year renewal, to be open-ended design providers. The firms will be on call to provide design and consultation on an as needed basis. Some, but not all the firms may have expertise only in landscape architecture.

### **Typical Project Scope**

Design projects will have construction project budgets less than \$500,000. No design fee for an individual project can exceed \$50,000. Fees for a single contract term cannot exceed \$300,000. Bid alternates often must be included in the design to keep the project within the customer's budget. All projects must be reviewed by the North Carolina State Construction Office for code compliance.

### **Design Process**

The selected firms will work through NC State University Facilities for each project. Once selected as an open-ended design service provider, a design 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 project schedule, and a fee breakdown.

### **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, and email copies will not be accepted. 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 5:00p.m. on February 22, 2016.

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 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. Please refer to the following web link for OESAD Guidelines and the list of selected firms:

<https://facilities.ofa.ncsu.edu/oesad-guidelines/>

### **Questions**

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

Lynn Swank, Landscape Project Manager  
Design and Construction Services  
North Carolina State University  
Administrative Services III, Suite 300  
2701 Sullivan Drive  
Campus Box 7216  
Raleigh, NC 27695-7216

Phone: 919-513-4637

Fax: 919-515-4253

Closing Date: February 22, 2016

### **Statement of Need**

North Carolina State University requires the services of design firms to supplement its in-house design capabilities for the production of mechanical systems designs and construction contract documents for small renovation projects. To this end, up to five mechanical engineering designs firm will be chosen for a two-year term, with the possibility of a one-year renewal, to be open-ended design providers. These firms will be on call to provide design and consultation on an as needed basis. Typically, mechanical design may be a part of a larger renovation project or may be the primary goal of the project.

### **Typical Project Scope**

Design projects will have construction project budgets less than \$500,000. No design fee for an individual project can exceed \$50,000. Fees for a single contract term cannot exceed \$300,000. Bid alternates often must be included in the design to keep the project within the customer's budget. All projects must be reviewed by the North Carolina State Construction Office for code compliance.

### **Design Process**

The selected firms will work through the North Carolina State University Design and Construction Services for each project. Once selected as an open-ended design service provider, a design 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 design work and fees. In addition to the design work, the designer will be expected to work with the Department of Construction Management to help ensure a successful outcome of the construction phase of the project.

### **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, and email copies will not be accepted. 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 5:00p.m. on February 22, 2016.

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 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. Please refer to the following web link for OESAD Guidelines and the list of selected firms:

<https://facilities.ofa.ncsu.edu/oesad-guidelines/>

### **Questions**

In order that the selection process 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:

Michael Baker, PE

Project Manager, Design and Construction Services

North Carolina State University

Campus Box 7216

Administrative Services III

2701 Sullivan Drive, Suite 300

Raleigh, NC 27695-7216

Phone: 919-513-0673

Fax: 919-515-4253



Closing Date: February 22, 2016

### **Statement of Need**

North Carolina State University requires services to supplement its in-house design capabilities to assist with move coordination planning and furniture layout planning associated with renovation and new construction projects occurring on Campus. Services to be provided include project coordination with end Users and in-house staff to develop and implement move coordination plans, as well as assist with the furniture procurement planning. Typically, this need will occur as part of a larger renovation project or new construction project. To this end, up to three move coordination/furniture groups will be chosen for a one-year term, with the possibility of renewal, to be open-ended service provider.

### **Typical Project Scope**

Design projects will have construction budgets less than \$500,000. Bid alternates often must be included in the design to keep the project within the customer's budget. All construction projects must be reviewed by the North Carolina Department of Insurance.

### **Design Process**

The selected firms will work through the North Carolina State University Design and Construction Services for each project. Once selected as an open-ended design service provider, a design 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 design work and fees. In addition to the design work, the designer will be expected to help ensure a successful outcome of the move/construction phase of the project.

### **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, and email copies will not be accepted. 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 5:00p.m. on February 22, 2016.

1. Experience and expertise with similar projects, to include move planning coordination, furniture and space planning, furniture procurement and specifications, and ergonomic issues.
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 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. Please refer to the following web link for OESAD Guidelines and the list of selected firms:

<https://facilities.ofa.ncsu.edu/oesad-guidelines/>

### **Questions**

In order for the selection process 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:

Lisa Keel, RA

Project Manager, Design and Construction Services

2701 Sullivan Drive, Suite 300

Campus Box 7216

Raleigh, North Carolina 27695-7216

Phone : 919-515-8066

Fax: 919-515-4253

Closing Date: February 22, 2016

**Statement of Need**

North Carolina State University requires the services of private sector design firms to supplement its in-house design capabilities for the production of design drawings, specifications, and construction contract documents for small roofing projects. To this end, up to three roofing design firms will be chosen for a two-year term, with the possibility of a one-year renewal, to be open-ended design providers. This firm will be on call to provide design and consultation on an as needed basis.

**Typical Project Scope**

Design projects will have construction budgets less than \$500,000. No design fee for an individual project can exceed \$50,000. Fees for a single contract term cannot exceed \$300,000. Bid alternates often must be included in the design to keep the project within the customer’s budget. All projects must be reviewed by the North Carolina State Construction Office for code compliance.

**Design Process**

The selected firms will work through the North Carolina State University Design and Construction Services for each project. Once selected as an open-ended design service provider, a design 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 design work and fees. In addition to the design work, the designer will be expected to work to help ensure a successful outcome of the construction phase of the project.

**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, and email copies will not be accepted. 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 5:00p.m. on February 22, 2016.

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 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. Please refer to the following web link for OESAD Guidelines and the list of selected firms:

<https://facilities.ofa.ncsu.edu/oesad-guidelines/>

**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:

Greg Selzer, Project Manager  
Design and Construction Services  
North Carolina State University  
Campus Box 7216  
2701 Sullivan Drive  
Administrative Services III, Suite 300  
Raleigh, NC 27695-7216      Phone: 919-515-6254      Fax: 919-515-4253

Closing Date: February 22, 2016

### **Statement of Need**

North Carolina State University requires the services of design firms to supplement its in-house design capabilities for the production of renovation designs and construction contract documents for small structural projects. To this end, up to three structural design firms will be chosen for a two-year term, with the possibility of a one-year renewal, to be an open-ended design providers. This firm will be on call to provide structural engineering design and consultation when needed.

### **Typical Project Scope**

Design projects will have construction budgets less than \$500,000. No design fee for an individual project can exceed \$50,000. Fees for a single contract term cannot exceed \$300,000. Bid alternates often must be included in the design to keep the project within the customer's budget. All projects must be reviewed by the State Construction Office for code compliance.

### **Design Process**

The selected firm will work through the North Carolina State University Facilities Division for each project. Once selected as an open-ended design service provider, a design 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 design work and fees. In addition to the design work, the designer will be expected to help ensure a successful outcome of the construction phase of the project.

### **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, and email copies will not be accepted. 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 5:00p.m. on February 22, 2016.

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 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. Please refer to the following web link for OESAD Guidelines and the list of selected firms:

<https://facilities.ofa.ncsu.edu/oesad-guidelines/>

### **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:

Ed Levy, PE  
Project Manager, Design and Construction Services  
North Carolina State University  
Campus Box 7216  
2701 Sullivan Drive  
Administrative Services III, Suite 300  
Raleigh, NC 27695-7216  
Phone: 919-513-7870      Fax: 919-515-4253

Closing Date: February 22, 2016

**Statement of Need**

North Carolina State University requires the services of private sector design firms to supplement its in-house survey capabilities for the production of renovation designs and construction contract documents for small renovation projects. To this end, up to four surveying firms will be chosen for a two-year term, with the possibility of a one-year renewal, to be open-ended survey providers. These firms will be on call to provide services on an as needed basis. Typically, surveying will occur as part of a larger renovation project or may be the primary goal of the project.

**Typical Project Scope**

Survey work will typically be required as a part of a larger campus project. Scope of survey to be determined by project manager, customer, and designer. No design fee for an individual project can exceed \$50,000. Fees for a single contract term cannot exceed \$300,000.

**Design Process**

The selected firms will work through the North Carolina State University Design and Construction Services for each project. Once selected as an open-ended survey provider, a surveying 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 current SF 330 form and addressing the following in a written proposal. Please note that only one copy of the proposal is requested, and email copies will not be accepted. 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 5:00p.m. on February 22, 2016.

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 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. Please refer to the following web link for OESAD Guidelines and the list of selected firms:

<https://facilities.ofa.ncsu.edu/oesad-guidelines/>

**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:

Heath Huovinen, Surveyor  
Office of the University Architect  
North Carolina State University  
Campus Box 7216  
2701 Sullivan Drive,  
Admin Services III, Suite 300  
Raleigh, NC 27695-7216  
Phone: 919-515-8068  
Fax: 919-515-4253

Closing Date: February 22, 2016

**Statement of Need**

North Carolina State University requires the services of private sector geotechnical and materials testing firms to perform tests particularly involving asphalt, concrete, steel, and soils to supplement its in-house design capabilities for the production of design drawings, specifications, and construction contract documents for small civil engineering related projects. To this end, up to four geotechnical/material testing design firm will be chosen for a two-year term, with the possibility of a one-year renewal, to be open-ended service providers. This firm will be on call to provide testing, design and consultation on an as needed basis.

**Typical Project Scope**

Design projects will have construction budgets less than \$500,000. No design fee for an individual project can exceed \$50,000. Fees for a single contract term cannot exceed \$300,000. Bid alternates often must be included in the design to keep the project within the customer’s budget. All projects must be reviewed by the North Carolina State Construction Office for code compliance.

**Design Process**

The selected firms will work through the North Carolina State University Design and Construction Services for each project. Once selected as an open-ended design service provider, a 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 design work and fees. In addition to the design work, the designer will be expected to work to help ensure a successful outcome of the construction phase of the project.

**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, and email copies will not be accepted. 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 5:00p.m. on February 22, 2016.

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 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. Please refer to the following web link for OESAD Guidelines and the list of selected firms:

<https://facilities.ofa.ncsu.edu/oesad-guidelines/>

**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:

John Johnson, Project Manager  
Design and Construction Services  
North Carolina State University  
Campus Box 7216,  
Administrative Services III, Suite 300  
2701 Sullivan Drive, Raleigh, NC 27695-7216  
Phone: 919-513-0537  
Fax: 919-515-4253

**Closing Date:** February 22, 2016

### **Statement of Need**

North Carolina State University requires the services of private sector consulting firms to supplement its in-house capabilities for conducting campus transportation-related planning studies and technical/operational analyses related to the following areas: parking facilities, streets and signals, traffic management, pedestrian and bicycle safety and transit and transportation planning. Following a review of qualifications, up to four firms will be chosen for a one-year on-call term, with the possibility for renewal, to provide design and consultation on an as needed basis to include, but not limited to, the following aspects of transportation planning, operations and parking and transit management:

- Campus transit planning and performance analysis
- Parking deck maintenance and retrofit programming
- Traffic studies and congestion management planning
- Parking access control and pay space operations management
- Long-range parking demand/supply and transit capacity studies
- Bicycle/Pedestrian mobility and safety studies and plans
- Parking facilities design standards development
- Peer University Best Practices Evaluations

### **Typical Project Scope**

Design projects will have construction budgets less than \$500,000. No design fee for an individual project can exceed \$50,000. Fees for a single contract term cannot exceed \$300,000. Bid alternates often must be included in the design to keep the project within the customer's budget. All projects must be reviewed by the North Carolina State Construction Office for code compliance.

### **Design Process**

The selected firms will work through the North Carolina State University Design and Construction Services for each project, with input and/or oversight from the NCSU Transportation Department. Once selected as a consulting service provider, a listed 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 design work and fees. In addition to the design work, the designer will be expected to work to help ensure a successful outcome of the construction phase of the project.

### **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, and email copies will not be accepted. 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 5:00p.m. on February 22, 2016.

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 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. Please refer to the following web link for OESAD Guidelines and the list of selected firms:

<https://facilities.ofa.ncsu.edu/oesad-guidelines/>

### **Questions**

In order for the selection process 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:

Ed Levy, PE



Project Manager, Design and Construction Services  
North Carolina State University  
Campus Box 7216  
Sullivan Drive  
Raleigh, NC 27695-7216  
Phone: 919-513-7870  
Fax: 919-515-4253