Project Description:
This project will build an approximately 2,125 gross square foot addition onto Case Academic Center. The addition will accommodate additional eating areas to expand the existing dining facility. The project will also provide casework, finishes, lighting and ADA compliance upgrades. A design study for this addition has been completed and will be made available for review by the design team upon selection.

Project Scope: The budget of $825,000. Design services include architectural, mechanical, electrical, plumbing, fire suppression and construction administration disciplines. The project delivery method is single prime contracting.

Project Site: The project is located at 240 Jeter Dr., Raleigh, NC 27607 in the Central Campus Precinct.

Pre-Submittal Meeting: A Pre-submittal Meeting will be held on December 7, 2016, 3:00-4:00 p.m. in NC State University Administrative Services III Building Room 301, 2701 Sullivan Drive. Attendance is not mandatory but highly encouraged.

Project Schedule: The design effort will begin in March 2017 and be completed by January 2018. Prequalification for contractors will be in November 2017. Construction is to begin in May 2018 and must be completed by July 31, 2018.

Design Process: The selected firm will work through the North Carolina State University Capital Project Management and the 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 one hard copy and one electronic copy (CD/DVD/USB Flash Drive) 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 January 5, 2017.

1. Experience and expertise with similar projects.
2. Past performance on similar projects.
3. Experience in design projects to be part of an existing campus context.
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.

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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