Project Description
North Carolina State University's (NCSU) Centennial Biomedical Campus (CBC) thermal utility needs are served by a central steam and chilled water generation plant. This project is the first phase of a two-phase project intended to provide the campus with reliable thermal utilities, additional capacity, and greater energy efficiency through the next decade of campus expansion. This phase includes the replacement of the plant controls system, replacement of an existing 800-ton gas engine driven chiller, condensate and deaerator replacements, electrical upgrades and plant deficiency repair. The second phase of this project will include the installation of a chilled water thermal energy storage tank.

Project Funding
Project budget is $3.8 million. This includes design, construction, and other associated project costs.

Project Scope
The University seeks the professional service of a Commissioning Agent (CxA) to join the team providing services for the project during design, construction and post acceptance. Commissioning services shall be provided as defined by the latest State Construction Office manual, guidelines and checklists.

Project Schedule
CD's available for review and comment – 3/01/17; Bid – 6/01/17; Construction – 7/28/17 – 4/26/18

Qualifications

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 and should be limited to ten sheets of paper, both sides of the sheet may be used. Firms are requested to assure receipt of proposals at address listed below by 5:00 PM, January 19, 2017.

1. Experience and expertise in the project type being evaluated.
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. Other factors which may be appropriate to the project.
12. 3 References

Contract
The contract will be negotiated with the CxA in two parts. Part one of the contract starts during design and ends upon completion of the project bidding process. After the scope and costs for the project are finalized, a second part of the contract would then be executed for the construction and occupancy phases of commissioning. The contract with the CxA will be in the form of a Letter Agreement approved by the State Construction Office.

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 3 firms, interview and make a recommendation of selection to the University Board of Trustees’ Buildings and Property Committee. The selected firm will contract with state through the University and coordinate services with the Capital Project Management Department design and construction PM.
Pre-Submittal Meeting
A Pre-submittal Meeting will be held **January 6, 2017, at 11:00 AM** in Conference Room 303 of the Admin III Building at 2701 Sullivan Drive on the NC State University campus. Attendance is not mandatory.

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:

Damian Lallathin, Project Manager
NC State University, Capital Project Management
Box 7520 (2701 Sullivan Drive)
Raleigh, North Carolina 27695-7520
Phone 919-513-0373
dlallat@ncsu.edu