

**North Carolina State University**  
**Plant Sciences**  
**Building Commissioning**  
**Project Summary**  
January 6, 2017

**Project Description**

The vision for the new Plant Sciences Building is to create a highly collaborative and interactive environment, where researchers from the College of Agriculture and Life Sciences (CALs) and from across the university can build imaginative and far-reaching multidisciplinary partnerships with scientists from government, industry, and regulatory agencies. The goal of these interdisciplinary, research-team partnerships is to find innovative and creative solutions for the grand challenges of agriculture, agribusiness, and plant research, including those regarding food production, sustainability, disease resistance, and climate change.

The building design will promote creativity and collaboration. This five-story building will be approximately 199,000 gross square feet (GSF) comprised of research labs, office space, corporate lab/office suites, hearth/atrium space, support space, and shared, flexible conferencing space. The partial fifth floor will house Biosafety Levels (BSL) 2 and 3 rooftop greenhouses.

**Project Funding**

The project budget of \$160.2 M includes all construction and soft costs for the building, infrastructure, and structured parking.

**Project Scope**

The University seeks the professional service of a Commissioning Agent (CxA) to join the team in the schematic design phase to provide services for the project through design, construction and post acceptance. Commissioning services will be provided as defined by the latest State Construction Office manual, guidelines and checklists.

**Preliminary Project Schedule**

Pre-Design	11/2016 – 5/2017
Schematic Design	5/2017 – 12/2017
Design Development	12/2017 – 8/2018
Construction Documents	8/2018 – 5/2019
Bid Opening	8/2019
Construction	8/2019 – 1/2022

**Qualifications**

The CxA must be a registered engineering firm in the State of North Carolina and the selection process will be based upon qualifications. The CxA must exhibit the basic qualifications outlined in the State Construction Office Building Commissioning Guidelines for Third Party Commissioning. <http://www.nc-sco.com/guidelines.aspx>

**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 pm April 14, 2016**.

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
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.

### **Contract**

The contract will be negotiated with the CxA in two parts. Part one of the contract starts at the beginning of 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 an In-House Letter Agreement.

### **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 13, 2017, 10:00AM** in Conference Room 301 of the Admin III Building at 2701 Sullivan Drive on the NC State University campus. Attendance is not mandatory.

**In order to offer Commissioning Agent services in the response to this solicitation, the proposer must be licensed as an engineer in the state of North Carolina.**

### **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:

Mike Kapp, Project Manager  
NC State University, Capital Project Management  
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Raleigh, North Carolina 27695-7520  
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