

North Carolina State University  
**4H and FFA Building – Beryl Road**  
**Project Summary**  
**February 10, 2022**

**Project Description**

This project constructs an 8,000 square foot new NC State Extension Facility to house CALS extension units: 4-H and Future Farmers of America (FFA). The new facility provides office and office support space designed with flexibility of use. The scope includes an evaluation of structural systems and the potential for a prefabricated structure.

**Project Scope**

The budget of \$3,500,000 incorporates design, construction and associated costs.

**Project Site**

The project is located at Beryl Road, in the West Campus Precinct.

**Pre-Submittal Meeting**

A Pre-submittal Meeting will be held on **February 22, 2022 at 3:30p.m.** via Zoom. The meeting link is: [Zoom Meeting](#). Attendance is not mandatory but highly encouraged.

**Project Schedule**

Planned completion of the project is June 2024.

**Design Process**

The selected firm will work through the North Carolina State University 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 March 4, 2022**.

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
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 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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