**North Carolina State University**

**Centennial Facilities Services Relocation**

**Project Summary**

**May 4, 2022**

# Project Description:

This project will provide a centrally located facility on Centennial Campus for two Facilities Division service units, Grounds Services, and Building Maintenance & Operations to address the increasing service growth demands on this part of campus. A phased implementation of the project will be required. Phase I includes site work (clearing, erosion control, stormwater, paving, roadwork, sidewalks, and fencing), relocation of three modular buildings, and the construction of a new material storage facility.

# Project Scope

The budget of $3,000,000 incorporates design, construction, fees, and associated construction costs. Design services include architectural (storage facility), landscape architectural, engineering (civil, structural, electrical), and construction administration. The project is currently, funded through Phase I at $1,750,000.

# Project Site

The project is located on Achievement Drive in the Centennial Campus Precinct.

**Pre-Submittal Meeting**

A Pre-submittal Meeting will be held virtually on **May 31, 2022,** at **9:00 am** via Zoom meeting:

https://ncsu.zoom.us/j/96814479503?pwd=Wk16WHMrTTJmNU5UaXNkN0NQS3VOdz09#success

ID: 96814479503  
Passcode: 271797

Attendance is not mandatory but highly encouraged.

# Project Schedule

Advertise for Designer 5/11/22

Pre-submittal Meeting 5/31/22

Submittals Due 6/8/22

Shortlist Designers 6/28/22

Pre-Interview Briefing 7/12/22

Designer Interviews Late July (TBD)

Proposal Due 8/30/22

SD/DD Submittal December 2022 (Current funding up to SD/DD design)

CD Submittal to SCO March 2023

Construction Complete March 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 the 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 only electronic copies of the proposal, submitted via email to the Project Manager, are 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 a letter of interest, is limited to 52 pages. Firms are requested to assure receipt of proposals at the email address listed below by **4:00 pm on June 8, 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 the 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, including an email address and phone number.

# 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:

Lynn Swank

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