**North Carolina State University**

Ground Floor Renovation – Nelson Hall

**Project Summary**

7/29/22

**Project Description:** Nelson Hall, approximately 80,000 GSF, was built in 1938, with major additions in 1948 and 1957. It was fully renovated in 2 phases in 1996 and 2001. The ground floor is 7200 GSF, and was partially renovated in 2013. The ground floor will be renovated to provide a 90 seat team-based classroom and a 20 seat seminar classroom, with supporting collaborative spaces, small conference rooms and a Bloomberg Terminal Lab for financial analytics. It will host weekday courses in the undergraduate business management degree programs and MBA classes at nights and on weekends. The scope includes new exterior entrance doors and renovating existing single occupant restrooms. The project will renovate the mechanical and electrical systems, address the plumbing and fire protection systems and will bring the ground floor into compliance with the NC State Building and Accessibility codes.

**Project Scope:** The project budget for the project is $1,840,000.

**Project Site:** The project is located a 2801 Founders Drive in the North Campus Precinct.

**Pre-Submittal Meeting:** A Pre-submittal Meeting will be held on **August 12, 2022** at **2:00 pm** **via Zoom.** Attendance is not mandatory but highly encouraged.

**Zoom Links:** Link to attend Meeting: <https://ncsu.zoom.us/j/94064973451?pwd=NjM0cWU3RVN5eWZGSW1SUW9ISHZEQT09> *ID: 94064973451* *Passcode: 328814*

 Sign-in Sheet: [Sign-In Link](https://docs.google.com/forms/d/13dpxk6kozSOOqDESYbanou9L7DmAZalFKRsRyy0-wnA/edit)

 View Sign-in Sheet: [View](https://docs.google.com/spreadsheets/d/1t4k7L1c9RxbHUDX68djbjngrVhwo11T6Y6UXA-AiCSE/edit?usp=sharing)

 Submit Questions: [Questions](https://docs.google.com/forms/d/1Qr1n9Ifqie9E0UkrgOP1vch7_Kqz_zYJPXQl5bvbhNM/edit)

 View University Responses: [Responses](https://docs.google.com/spreadsheets/d/1b83mvT2DUj2RzVMPeSC-h_ARkvrj2HZaoYO0xXLz0Bg/edit?usp=sharing)

**Project Schedule:** The project is funded with State Appropriations. Design will begin immediately and proceed directly into construction.

**Design Process:**

The selected firm will work through the North Carolina State University Capital Project Management 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 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 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 the email address listed below by **5:00 PM on August 29, 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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