**North Carolina State University**

PCOM New Facility Study

**Project Summary**

October 13, 2022

**Project Description:** This study will provide the vision, goals, high-level space needs, and preliminary budgeting for a possible new facility for the Poole College of Management (PCOM). The study will identify interdisciplinary opportunities to strengthen the connections between PCOM and other units on campus. Building site opportunities and site analysis will be part of the scope of work as well as the evaluation of infrastructure needs for the future site. Building massing diagrams are part of the project scope.

**Project Scope:** The total project budget of $125,000 includes all design fees and reimbursable expenses.

**Project Site:** It is anticipated that the new facility will be located on Centennial Campus. Evaluation of building site opportunities will be considered in the context of the new Physical Master Plan.

**Project Schedule:** This study in will start January 2023 with completion in Summer 2023. The project is not funded for design and construction.

**Questions:** Please submit questions about the project via the following link. All questions should be submitted by 5:00 pm on October 28, 2022.

Submit Questions: [Questions](https://docs.google.com/forms/d/e/1FAIpQLSdkcupSL-OpXz39Nbm4UC17QluOka7xId-1iZWBGbV22Hkrow/viewform?usp=sf_link)

View University Responses: [Responses](https://docs.google.com/spreadsheets/d/1WrfMOeGF8QUbKpzf9aTL4w9OPH6WoUK1iz-FR3FcZCI/edit?usp=sharing)

**Design Process:**

The selected firm will work through the North Carolina State University Office of the University Architect along with a building committee that includes user representatives. The process will include the normal involvement of the State Construction Office.

**Critical Selection Factors:**

***In order to offer architectural or engineering services in response to this solicitation, the proposer must be licensed in the State of North Carolina*.** 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 26 sheets of paper for a total of 52 pages. Firms are requested to assure receipt of proposals at the email address listed below by **4:00 PM on November 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 is 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:

Karen Creech

Box 7519 (2601 Wolf Village Way)

Raleigh, North Carolina 27695-7520

Phone: 919-513-0270

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