**North Carolina State University**

Flex Factory – Textiles Complex

**Project Summary**

February 17, 2022

**Project Description:** This project will be an interior renovation to create cohesive spaces for a new Flex Factory on the ground floor of the Textiles Complex building on Centennial Campus. The Flex Factory will house small rapid prototyping machines that are available to faculty, staff, and industry clients. The space should maintain a collaborative open classroom space, small conference areas, meetup spaces, secured storage and workspaces. The renovation will also renovate a new area for graduate studios.

**Project Scope:** The budget of $6,000,000 incorporates design, construction, and all associated soft costs.

**Project Site:** The project is located at 1020 Main Campus Dr., Raleigh, NC 27606 in the Centennial Campus Precinct.

**Pre-Submittal Meeting:** A Pre-submittal Meeting will be held on **Tuesday, February 28, 2023** at **1:00pm** in person at Administrative Building III (2601 Wolf Village Way, Raleigh, NC 27606) in Conference Room 101. Attendance is encouraged, but not mandatory.

**Project Schedule:** Planned completion of the Flex Factory is in December 2025.

**Design Process:**

The selected firm will work through the North Carolina State University Design & Construction 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 Friday, March 17, 2023.**

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 (phone and email).

**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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