



**North Carolina State University**  
Bostian Hall Re-Roofing Project

**Project Summary**

January 31, 2025

**Project Description:** The Bostian Hall Re-Roofing project includes design services and construction administration services for the replacement of the roof for the 14,000 SF building. Bostian Hall is a 4-story building located in the north campus academic core, adjacent to the Brickyard. Construction is planned to occur during the Fall of 2025.

**Project Scope:** The initial budget of \$740,000 incorporates design, construction, and all associated soft costs for the building.

**Project Site:** The project is located at 2741 Pillsbury Circle in the North Campus Precinct.

**Pre-Submittal Meeting:** No pre-submittal meeting is scheduled.

**Project Schedule:** Planned completion of the building project is December, 2025.

**Design Process:**

The selected firm will work through the North Carolina State University Design and Construction with a building committee that includes user representatives. The process will include normal involvement of the State Construction Office, and will follow normal design procedures and University guidelines.

**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 February, 28, 2025**

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.
12. Other

### **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 remain 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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