



**North Carolina State University**

Lab Renovation – Room 101 – 2101 Blue Ridge Road

**Project Summary**

March 17, 2025

**Project Description:** Renovation of approximately 870 SF of existing laboratory spaces, focusing on a single laboratory within this scope. The intended renovation aims to adapt the laboratory for new uses, necessitating updates to interior finishes and utilities.

**Project Scope:** The budget of \$670,000 incorporates design, construction, and all associated soft costs

**Project Site:** The project is located at 2101 Blue Ridge Rd. in the Ready Creek Campus Precinct.

**Pre-Submittal Meeting:** A Pre-submittal Meeting will not be held.

**Google Doc Links:** Submit Questions:  
<https://docs.google.com/forms/d/e/1FAIpQLSc15JKCQrx6J9HjgxrWuoj0uOziaqCD6oKhneo5RxSnpnJHQ/viewform?usp=preview>

View University Responses:  
<https://docs.google.com/spreadsheets/d/1vhuAtMHMmDMnxG5GtlvJ8FVVAqO3Wq5Evbw7yPG2q8/edit?usp=sharing>

**Project Schedule:** Planned completion of the project is September 2026.

**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 April, 11, 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.

### **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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