

Closing Date: **March 13, 2026**

Statement of Need

North Carolina State University requires the services of private sector design firms to produce renovation designs and construction contract documents for small renovation projects, repairs, or new small buildings. To this end, up to **six** architectural design firms will be chosen for a one-year term, with the possibility of a one-year renewal, to be open-ended design providers. These firms will be on call to provide architectural design, interior design, space planning, feasibility studies, cost estimating, and consultation on an as-needed basis. Firms will be on call to provide design assistance and consultation on an as-needed basis, and a quick response time to campus is critical.

Typical Project Scope

Design projects will have budgets less than \$300,000 per the NC Administrative Code, which restricts the use of these firms to projects under \$300,000 (NCAC Subchapter D, .0302(f)). Design fees should typically be within the range of 10% of the construction cost. No fee for an individual project can exceed \$36,000. Bid alternates must be included in the design to keep the project within the customer's budget. All construction projects must be reviewed by the State Construction Office for code compliance.

Design Process

The selected firms will work through the NC State University Facilities Division for each project. Once selected as an open-ended design service provider, a design firm will be on call to provide services for specific projects. A fee proposal for that specific project will be requested. The proposal must include a description and full scope of the project, a detailed preliminary estimate, a project schedule, and a description of the design work and fees. In addition to the design work, the designer will be expected to work to help ensure a successful outcome of the construction phase of the project.

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 PDF proposal with the current SF 330 form addressing the following criteria. 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 double-sided sheets. Firms are requested to ensure receipt of proposals at the email address listed below by **5:00 p.m. on March 13, 2026**.

1. Experience and expertise with similar projects.
2. Past performance on similar projects.
3. Experience with campus design projects
4. Adequate staff and proposed consultant team – qualifications and examples of previous collaborations.
5. Historically Underutilized Business representation in the 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 letters of interest, a selection committee will develop a shortlist and make selection recommendations to the University Board of Trustees Buildings and Property Committee. Please refer to the following weblink for the list of selected OESAD firms: <https://facilities.ofa.ncsu.edu/category/ads/>

Questions

In order for the selection process to be as objective as possible, do not contact members of the NC State Board of Trustees, or any university officials other than the project manager. All questions concerning the project are to be directed to: ncsu_oesad_proposals@ncsu.edu

Date: March 13, 2026

Statement of Need

North Carolina State University requires the services of private sector design firms to produce renovation designs and construction contract documents for small renovation projects. To this end, up to **five** asbestos abatement and environmental design firms will be chosen for a 1-year term, with the possibility for a one-year renewal, to be open-ended design providers. These firms will be on call to provide design and consultation on an as-needed basis. Not all firms selected need to have both asbestos abatement and environmental design capabilities. Firms will be on call to provide design assistance and consultation on an as-needed basis, and a quick response time to campus is critical.

Typical Project Scope

Asbestos abatement and hazardous material surveys, abatement or remediation designs, and air monitoring services will be required on an as-needed basis, as part of larger formal or informal projects. Projects will have budgets of less than \$300,000. No fee for an individual project can exceed \$36,000. All construction projects must be reviewed by the State Construction Office for code compliance.

Design Process

The selected firms will work through the NC State University Facilities Division for each project. Once selected as an open-ended design service provider, a design firm will be on call to provide services for specific projects. A fee proposal for that specific project will be requested. The proposal must include a description and full scope of the project, a detailed preliminary estimate, a project schedule, and a description of the design work and fees. In addition to the design work, the designer will be expected to work to help ensure a successful outcome of the construction phase of the project.

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 PDF proposal with the current SF 330 form addressing the following criteria. 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 double-sided sheets. Firms are requested to ensure receipt of proposals at the email address listed below by **5:00 p.m. on March 13, 2026**.

1. Experience and expertise with similar projects.
2. Past performance on similar projects.
3. Experience with campus design projects
4. Adequate staff and proposed consultant team – qualifications and examples of previous collaborations.
5. Historically Underutilized Business representation in the 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 letters of interest, a selection committee will develop a shortlist and make selection recommendations to the University Board of Trustees Buildings and Property Committee. Please refer to the following weblink for a list of the selected firms: <https://facilities.ofa.ncsu.edu/category/ads/>

Questions

In order for the selection process to be as objective as possible, do not contact members of the NC State Board of Trustees, or any university officials other than the project manager. All questions concerning the project are to be directed to: ncsu_oesad_proposals@ncsu.edu

Statement of Need

North Carolina State University requires the services of private sector design firms to supplement its in-house planning and design capabilities in landscape architecture and civil engineering for informal projects. To this end, up to **three** new civil engineering and/or landscape architecture firms will be chosen for a one-year term, with the possibility of a one-year renewal, as open-ended service agreement designers (OESAD). Firms will be on call to provide design assistance and consultation on an as-needed basis, and a quick response time to campus is critical. These firms will be on call to provide design and consultation on an as-needed basis to include, but not limited to the following tasks:

- Landscape design and master planning
- Site planning and development
- Stormwater management including stormwater control measures (SCM) design
- Water, sanitary sewer, and stormwater utility design
- Site drainage including sediment and erosion control
- Permitting with the US Army Corps of Engineers, Dept. of Environmental Quality, City of Raleigh, State Construction Office, etc.

Typical Project Scope

Design projects will have budgets less than \$300,000 per the NC Administrative Code, which restricts the use of these firms to projects under \$300,000 (NCAC Subchapter D, .0302(f)). Design fees should typically be within the range of 10% of the construction cost. No fee for an individual project can exceed \$36,000. Bid alternates must be included in the design to keep the project within the customer's budget. All projects must be reviewed by the State Construction Office for code compliance.

Design Process

The selected firms will work through the NC State University Facilities Division for each project. Once selected as an open-ended design service provider, a design firm will be on call to provide services for specific projects. A fee proposal for that specific project will be requested. The proposal must include a description and full scope of the project, a detailed preliminary estimate, a project schedule, and a description of the design work and fees. In addition to the design work, the designer will be expected to work to help ensure a successful outcome of the construction phase of the project.

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 PDF proposal with the current SF 330 form addressing the following criteria. 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 double-sided sheets. Firms are requested to ensure receipt of proposals at the email address listed below by **5:00 p.m. on March 13, 2026**.

1. Experience and expertise with similar projects.
2. Past performance on similar projects.
3. Experience with campus design projects
4. Adequate staff and proposed consultant team – qualifications and examples of previous collaborations.
5. Historically Underutilized Business representation in the 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 letters of interest, a selection committee will develop a shortlist and make selection recommendations to the University Board of Trustees Buildings and Property Committee. Please refer to the following weblink for a list of the selected firms: <https://facilities.ofa.ncsu.edu/category/ads>

Questions

In order for the selection process to be as objective as possible, do not contact members of the NC State Board of Trustees, or any university officials other than the project manager. All questions concerning the project are to be directed to: ncsu_oesad_proposals@ncsu.edu

Closing Date: **March 13, 2026**

Statement of Need

North Carolina State University requires the services of design firms to supplement its in-house design capabilities to produce mechanical systems designs and construction contract documents for small renovation projects. To this end, up to **three** commissioning agent/ firms will be chosen for a one-year term, with the possibility of a one-year renewal, to be open-ended design providers. These firms will be on call to provide design and consultation on an as-needed basis. Typically, commissioning may be a part of a larger renovation project or may be the primary goal of the project.

Typical Project Scope

Design projects will have budgets less than \$300,000 per the NC Administrative Code, which restricts the use of these firms to projects under \$300,000 (NCAC Subchapter D, .0302(f)). Design fees should typically be within the range of 10% of the construction cost. No fee for an individual project can exceed \$36,000. Bid alternates must be included in the design to keep the project within the customer's budget. All projects must be reviewed by the State Construction Office for code compliance.

Design Process

The selected firms will work through the NC State University Facilities Division for each project. Once selected as an open-ended design service provider, a design firm will be on call to provide services for specific projects. A fee proposal for that specific project will be requested. The proposal must include a description and full scope of the project, a detailed preliminary estimate, a project schedule, and a description of the design work and fees. In addition to the design work, the designer will be expected to work to help ensure a successful outcome of the construction phase of the project.

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 PDF proposal with the current SF 330 form addressing the following criteria. 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 double-sided sheets. Firms are requested to ensure receipt of proposals at the email address listed below by 5:00 p.m. on **March 13, 2026**.

1. Experience and expertise with similar projects.
2. Past performance on similar projects.
3. Experience with campus design projects
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 letters of interest, a selection committee will develop a shortlist and make selection recommendations to the University Board of Trustees Buildings and Property Committee. Please refer to the following weblink for a list of the selected firms: <https://facilities.ofa.ncsu.edu/category/ads/>

Questions

In order for the selection process to be as objective as possible, do not contact members of the NC State Board of Trustees, or any university officials other than the project manager. All questions concerning the project are to be directed to: ncsu_oesad_proposals@ncsu.edu

Closing Date: **March 13, 2026 Statement**

of Need

North Carolina State University requires the services of private sector design firms to supplement its in-house design capabilities to produce renovation designs and construction contract documents for smaller secondary electrical and primary electrical renovation projects. To this end, up to six electrical design firms will be chosen for a one-year term, with the possibility of a one-year renewal, to be open-ended design providers. These firms will be on call to provide design and consultation on an as-needed basis. Often, the electrical design will occur as part of a larger renovation project or may be the primary goal of the project. Firms will be on call to provide design assistance and consultation on an as-needed basis, and a quick response time to campus is critical.

Typical Project Scope

Design projects will have budgets less than \$300,000 per the NC Administrative Code, which restricts the use of these firms to projects under \$300,000 (NCAC Subchapter D, .0302(f)). Design fees should typically be within the range of 10% of the construction cost. No fee for an individual project can exceed \$36,000. Bid alternates must be included in the design to keep the project within the customer's budget. All construction projects must be reviewed by the State Construction Office for code compliance.

Design Process

The selected firms will work through the NC State University Facilities Division for each project. Once selected as an open-ended design service provider, a design firm will be on call to provide services for specific projects. A fee proposal for that specific project will be requested. The proposal must include a description and scope of the project, a preliminary estimate (if appropriate), a schedule, and a description of the design work and fees. In addition to the design work, the designer will be expected to work with the Department of Construction Management to help ensure a successful outcome of the construction phase of the project.

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 PDF proposal with the current SF 330 form addressing the following criteria. 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 double-sided sheets. Firms are requested to ensure receipt of proposals at the email address listed below by **5:00 p.m. on March 13, 2026**.

1. Experience and expertise with similar projects.
2. Past performance on similar projects.
3. Experience with campus design projects
4. Adequate staff and proposed consultant team – qualifications and examples of previous collaborations.
5. Historically Underutilized Business representation in the 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 letters of interest, a selection committee will develop a shortlist and make selection recommendations to the University Board of Trustees Buildings and Property Committee. Please refer to the following weblink for OESAD Guidelines and the list of selected firms:

<https://facilities.ofa.ncsu.edu/category/ads/>

Questions

In order for the selection process to be as objective as possible, do not contact members of the NC State Board of Trustees, or any university officials other than the project manager. All proposals and questions concerning the project are to be directed to: ncsu_oesad_proposals@ncsu.edu

Closing Date: **March 13, 2026**

Statement of Need

North Carolina State University requires the services of private sector design firms to supplement the ongoing development of its Enterprise Geographic Information Systems (GIS) and to provide surveying services for design and construction projects. Tasks may include the production of existing condition surveys, all levels of SUE surveying, GIS support, GIS system-level integration, data collection, analysis, and administration, spatial and tabular data workflow design and implementation, and web GIS application development. To this end, up to **four** GIS / Surveying firms will be chosen for a one-year term, with the possibility of a one-year renewal. Firms will be on call to provide design assistance and consultation on an as-needed basis, and a quick response time to campus is critical. The University encourages participation from a range of firms. While having in-house capabilities for both GIS and Surveying is ideal, it is not a mandatory requirement. Firms that specialize solely in GIS or solely in Surveying are also strongly encouraged to submit a proposal for consideration.

Typical Project Scope

GIS services will typically be required as a component of the overall Enterprise GIS development. Survey work will typically be required as a part of informal and formal design and construction projects. Design projects will have budgets less than \$300,000 per the NC Administrative Code, which restricts the use of these firms to projects under \$300,000 (NCAC Subchapter D, .0302(f)). Design fees should typically be within the range of 10% of the construction cost. No fee for an individual project can exceed \$36,000. Scope of GIS/survey projects to be determined by PM, customer, and designer.

Project Site

Project work will be located on the seven (7) precincts of NC State University's Campus, and possibly outlying locations throughout the state. GIS projects may be conducted via remote GIS server access and virtual meetings.

Design Process

The selected firms will work through the NC State University Facilities Division for each project. Once selected as an open-ended design service provider, a design firm will be on call to provide services for specific projects. A fee proposal for that specific project will be requested. The proposal must include a description and full scope of the project, a detailed preliminary estimate, a project schedule, and a description of the design work and fees. In addition to the design work, the designer will be expected to work to help ensure a successful outcome of the construction phase of the project.

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 PDF proposal with the current SF 330 form addressing the following criteria. 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 double-sided sheets. Firms are requested to ensure receipt of proposals at the email address listed below by **5:00 p.m. on March 13, 2026**.

1. Experience and expertise with similar projects.
2. Past performance on similar projects.
3. Experience with campus design projects
4. Adequate staff and proposed consultant team – qualifications and examples of previous collaborations.
5. Historically Underutilized Business representation in the 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 letters of interest, a selection committee will develop a shortlist and make selection recommendations to the University Board of Trustees Buildings and Property Committee. Please refer to the following weblink for a list of the selected firms: <https://facilities.ofa.ncsu.edu/category/ads/>

Questions

In order that the selection process is as objective as possible, do not contact members of the NC State Board of Trustees, or any university officials other than the project manager. All proposals and questions concerning the project are to be directed to: ncsu_oesad_proposals@ncsu.edu

Closing Date: **March 13, 2026**

Statement of Need

North Carolina State University requires the services of design firms to produce small laboratory renovation projects. To this end, up to **three** design firms will be chosen for a one-year term, with the possibility of a one-year renewal, to be open-ended design providers. These firms will be on call to provide design and consultation on an as-needed basis. Typically, lab design may be a part of a larger renovation project or maybe the primary goal of the project. Firms will be on call to provide design assistance and consultation on an as-needed basis, and a quick response time to campus is critical.

Typical Project Scope

Design projects will have budgets less than \$300,000 per the NC Administrative Code, which restricts the use of these firms to projects under \$300,000 (NCAC Subchapter D, .0302(f)). Design fees should typically be within the range of 10% of the construction cost. No fee for an individual project can exceed \$36,000. Bid alternates must be included in the design to keep the project within the customer's budget. All construction projects must be reviewed by the State Construction Office for code compliance.

Design Process

The selected firms will work through the NC State University Facilities Division for each project. Once selected as an open-ended design service provider, a design firm will be on call to provide services for specific projects. A fee proposal for that specific project will be requested. The proposal must include a description and full scope of the project, a detailed preliminary estimate, a project schedule, and a description of the design work and fees. In addition to the design work, the designer will be expected to work to help ensure a successful outcome of the construction phase of the project.

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 PDF proposal with the current SF 330 form addressing the following criteria. 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 double-sided sheets. Firms are requested to ensure receipt of proposals at the email address listed below by **5:00 p.m. on March 13, 2026**.

1. Experience and expertise with similar projects.
2. Past performance on similar projects.
3. Experience with campus design projects
4. Adequate staff and proposed consultant team – qualifications and examples of previous collaborations.
5. Historically Underutilized Business representation in the 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 letters of interest, a selection committee will develop a shortlist and make selection recommendations to the University Board of Trustees Buildings and Property Committee. Please refer to the following weblink for a list of the selected firms: <https://facilities.ofa.ncsu.edu/category/ads/>

Questions

In order for the selection process to be as objective as possible, do not contact members of the NC State Board of Trustees, or any university officials other than the project manager. All proposals and questions concerning the project are to be directed to: ncsu_oesad_proposals@ncsu.edu

Closing Date: **March 13, 2026**

Statement of Need

North Carolina State University requires the services of design firms to supplement its in-house design capabilities to produce mechanical systems designs and construction contract documents for small renovation projects. To this end, up to **six** mechanical engineering designs firm will be chosen for a one-year term, with the possibility of a one-year renewal, to be open-ended design providers. These firms will be on call to provide design and consultation on an as-needed basis. Typically, mechanical design may be a part of a larger renovation project or maybe the primary goal of the project. Firms will be on call to provide design assistance and consultation on an as-needed basis, and a quick response time to campus is critical.

Typical Project Scope

Design projects will have budgets less than \$300,000 per the NC Administrative Code, which restricts the use of these firms to projects under \$300,000 (NCAC Subchapter D, .0302(f)). Design fees should typically be within the range of 10% of the construction cost. No fee for an individual project can exceed \$36,000. Bid alternates must be included in the design to keep the project within the customer's budget. All construction projects must be reviewed by the State Construction Office for code compliance.

Design Process

The selected firms will work through the NC State University Facilities Division for each project. Once selected as an open-ended design service provider, a design firm will be on call to provide services for specific projects. A fee proposal for that specific project will be requested. The proposal must include a description and full scope of the project, a detailed preliminary estimate, a project schedule, and a description of the design work and fees. In addition to the design work, the designer will be expected to work to help ensure a successful outcome of the construction phase of the project.

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 PDF proposal with the current SF 330 form addressing the following criteria. 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 double-sided sheets. Firms are requested to ensure receipt of proposals at the email address listed below by **5:00 p.m. on March 13, 2026**.

1. Experience and expertise with similar projects.
2. Past performance on similar projects.
3. Experience with campus design projects
4. Adequate staff and proposed consultant team – qualifications and examples of previous collaborations.
5. Historically Underutilized Business representation in the 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 letters of interest, a selection committee will develop a shortlist and make selection recommendations to the University Board of Trustees Buildings and Property Committee. Please refer to the following weblink for OESAD Guidelines and the list of selected firms:

<https://facilities.ofa.ncsu.edu/category/ads/>

Questions

In order that the selection process is as objective as possible, do not contact members of the NC State Board of Trustees, or any university officials other than the project manager. All proposals and questions concerning the project are to be directed to: ncsu_oesad_proposals@ncsu.edu

North Carolina State University – Roofing Open-Ended Design Contracts

Closing Date: **March 13, 2026**

Statement of Need

North Carolina State University requires the services of private sector design firms to supplement its in-house design capabilities to produce design drawings, specifications, and construction documents for small roofing projects. To this end, up to **three** roofing design firms will be chosen for a one-year term, with the possibility of a one-year renewal, to be open-ended design providers. Firms will be on call to provide design assistance and consultation on an as-needed basis, and a quick response time to campus is critical.

Typical Project Scope

Design projects will have budgets less than \$300,000 per the NC Administrative Code, which restricts the use of these firms to projects under \$300,000 (NCAC Subchapter D, .0302(f)). Design fees should typically be within the range of 10% of the construction cost. No fee for an individual project can exceed \$36,000. Bid alternates must be included in the design to keep the project within the customer's budget. All construction projects must be reviewed by the State Construction Office for code compliance.

Design Process

The selected firms will work through the NC State University Facilities Division for each project. Once selected as an open-ended design service provider, a design firm will be on call to provide services for specific projects. A fee proposal for that specific project will be requested. The proposal must include a description and full scope of the project, a detailed preliminary estimate, a project schedule, and a description of the design work and fees. In addition to the design work, the designer will be expected to work to help ensure a successful outcome of the construction phase of the project.

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 digital proposal with the current SF 330 form addressing the following criteria. 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 double-sided sheets. Firms are requested to ensure receipt of proposals at the email address listed below by **5:00 p.m. on March 13, 2026**.

1. Experience and expertise with similar projects.
2. Past performance on similar projects.
3. Experience with campus design projects
4. Adequate staff and proposed consultant team – qualifications and examples of previous collaborations.
5. Historically Underutilized Business representation in the 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 letters of interest, a selection committee will develop a shortlist and make selection recommendations to the University Board of Trustees Buildings and Property Committee. Please refer to the following weblink for a list of the selected firms: <https://facilities.ofa.ncsu.edu/category/ads/>

Questions

In order for the selection process to be as objective as possible, do not contact members of the NC State Board of Trustees, or any university officials other than the project manager. All proposals and questions concerning the project are to be directed to: ncsu_oesad_proposals@ncsu.edu

Closing Date: **March 13, 2026**

Statement of Need

North Carolina State University requires the services of design firms to supplement its in-house design capabilities to produce designs and construction contract documents for small structural projects. To this end, up to **three** structural design firms will be chosen for a one-year term, with the possibility of a one-year renewal, to be an open-ended design provider. This firm will be on call to provide structural engineering design and consultation when needed. Firms will be on call to provide design assistance and consultation on an as-needed basis, and a quick response time to campus is critical.

Typical Project Scope

Design projects will have budgets less than \$300,000 per the NC Administrative Code, which restricts the use of these firms to projects under \$300,000 (NCAC Subchapter D, .0302(f)). Design fees should typically be within the range of 10% of the construction cost. No fee for an individual project can exceed \$36,000. Bid alternates must be included in the design to keep the project within the customer's budget. All construction projects must be reviewed by the State Construction Office for code compliance.

Design Process

The selected firms will work through the NC State University Facilities Division for each project. Once selected as an open-ended design service provider, a design firm will be on call to provide services for specific projects. A fee proposal for that specific project will be requested. The proposal must include a description and full scope of the project, a detailed preliminary estimate, a project schedule, and a description of the design work and fees. In addition to the design work, the designer will be expected to work to help ensure a successful outcome of the construction phase of the project.

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 digital proposal with the current SF 330 form addressing the following criteria. 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 double-sided sheets. Firms are requested to ensure receipt of proposals at the email address listed below by **5:00 p.m. on March 13, 2026**.

1. Experience and expertise with similar projects.
2. Past performance on similar projects.
3. Experience with campus design projects.
4. Adequate staff and proposed consultant team – qualifications and examples of previous collaborations.
5. Historically Underutilized Business representation in the 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 letters of interest, a selection committee will develop a shortlist and make selection recommendations to the University Board of Trustees Buildings and Property Committee. Please refer to the following weblink for a list of the selected firms: <https://facilities.ofa.ncsu.edu/category/ads/>

Questions

In order for the selection process to be as objective as possible, do not contact members of the NC State Board of Trustees, or any university officials other than the project manager. All proposals and questions concerning the project are to be directed to: ncsu_oesad_proposals@ncsu.edu

Closing Date: **March 13, 2026**

Statement of Need

North Carolina State University requires the services of private-sector geotechnical and materials testing firms to perform tests particularly involving asphalt, concrete, steel, and soils to supplement its in-house design capabilities to produce design drawings, specifications, and construction contract documents for small civil engineering-related projects. To this end, up to **four** geotechnical/material testing design firms will be chosen for a two-year term, with the possibility of a one-year renewal, to be open-ended service providers. This firm will be on call to provide testing, design, and consultation on an as-needed basis. Firms will be on call to provide design assistance and consultation on an as-needed basis, and a quick response time to campus is critical.

Typical Project Scope

Design projects will have budgets less than \$300,000 per the NC Administrative Code, which restricts the use of these firms to projects under \$300,000 (NCAC Subchapter D, .0302(f)). Design fees should typically be within the range of 10% of the construction cost. No fee for an individual project can exceed \$36,000. Bid alternates must be included in the design to keep the project within the customer's budget. All construction projects must be reviewed by the State Construction Office for code compliance.

Design Process

The selected firms will work through the NC State University Facilities Division for each project. Once selected as an open-ended design service provider, a design firm will be on call to provide services for specific projects. A fee proposal for that specific project will be requested. The proposal must include a description and full scope of the project, a detailed preliminary estimate, a project schedule, and a description of the design work and fees. In addition to the design work, the designer will be expected to work to help ensure a successful outcome of the construction phase of the project.

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 digital proposal with the current SF 330 form addressing the following criteria. Most of the criteria listed below can be accommodated in sections A-G of the 330 forms. Section H can be used for any additional information. The total submittal, including a letter of interest, is limited to 26 double-sided sheets. Firms are requested to ensure receipt of proposals at the email address listed below by **5:00 p.m. on March 13, 2026**.

1. Experience and expertise with similar projects.
2. Past performance on similar projects.
3. Experience with campus design projects
4. Adequate staff and proposed consultant team – qualifications and examples of previous collaborations.
5. Historically Underutilized Business representation in the 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 letters of interest, a selection committee will develop a shortlist and make selection recommendations to the University Board of Trustees Buildings and Property Committee. Please refer to the following weblink for a list of the selected firms: <https://facilities.ofa.ncsu.edu/category/ads/>

Questions

In order for the selection process to be as objective as possible, do not contact members of the NC State Board of Trustees, or any university officials other than the project manager. All proposals and questions concerning the project are to be directed to: ncsu_oesad_proposals@ncsu.edu