



New Education Building

2310 Katharine Stinson Drive

Raleigh, NC

NC State Project Number: 202519003

NC State Code & Item: 42424/308

SCO Project Number: 25-29697

REQUEST FOR QUALIFICATIONS (RFQ) for: Cost Estimating

Published: September 10, 2026

RFQ Closing Date & Time: October 9, 2026 @ 2:00 PM

Owner

State of North Carolina through North Carolina State University

NC State's Project Manager

James Cox

(919) 219-1381

Introduction: The purpose of this Request for Qualifications ("RFQ") for Cost Estimating Services is for North Carolina State University ("NC State") to solicit responses in accordance with the requirements of this RFQ for the selection of a Cost Estimator to join the project team for the upcoming New Education Building project.

Project Description: Built in 1970, Poe Hall is a seven-story, concrete frame, 150,982 GSF building in the North Precinct of Main Campus at NC State. In 2023, the presence of hazardous materials was detected in the building; subsequently, the building was vacated, with all occupants relocated to other buildings. NC State is in the process of demolishing the existing Poe Hall building and intends to build a new building to replace the to be demolished building.

NC State has opted to use the Design-Build delivery method for the project and is in the process of selecting the Design-Builder for the project.

This project will building a new building such that the university may resume normal operations in the building as quickly as reasonably practicable, with NC State and the Design-Builder agreeing to a project schedule prior to execution of the Construction Guaranteed Maximum Price ("GMP").

The project will include involvement from the State Construction Office.

Project Scope: NC State seeks the professional services of a Cost Estimator to join the team in the Design Phase to provide services for the project through design, construction, and post acceptance.

The Cost Estimator will work with NC State and the Design-Builder to perform the following activities:

1. Design Phase
 - a. Attend Inaugural Design Phase Meeting;
 - b. Conduct Cost Estimating Kickoff Meeting;
 - c. Assist NC State with reviewing the Design-Builder's Cost Model throughout the Design Phase.
 - d. Assist NC State with reviewing the Design-Builder's Guaranteed Maximum Price proposal;
 - e. While the GMP proposal will be based on one complete SD package for the entire project, it is anticipated that the Design-Builder will utilize multiple drawing packages from that point on to ensure design progresses efficiently such that critical aspects of the project remain on schedule. At a minimum, the Cost Estimator and Design-Builder will submit cost estimates to NC State on each design phase (DD, CD, etc) for each package used on the project. NC State will require the Design-Builder and Cost Estimator to be within 2% of each other to consider costs of any given deliverable to be reconciled.
 - f. Collaboratively attend Design Meetings, weekly, or more frequently as necessary to support NC State with controlling the costs of the project. Due to the project schedule, in-person attendance will be required.

2. Construction Phase
 - a. Change Order Review
 - b. Pay Application Review as needed

Work by the Cost Estimator must conform to the following guidelines:

- a. State Construction Manual

Project Schedule:

The Design-Builder selection process is scheduled to be complete by the end of September 2026. The selected team will be ready to kick-off the project as soon as contracting is complete, and work diligently to fully staff the project. Time is of the essence, and Final Acceptance of the project will be negotiated between the selected Design-Builder and NC State during the Design Phase such that the project can be completed as quickly as reasonably practicable, prior to the execution of the Design-Builder's GMP.

At the time of issuance of this RFQ, the anticipated schedule for the project is as follows, but will be refined by the project team on the project begins design later in 2026:

- | | |
|--|----------------|
| • Design Start | October 2026 |
| • Programming Complete | February 2027 |
| • AP Documents Submitted to SCO | May 2027 |
| • SD Documents Submitted to SCO | August 2027 |
| • GMP Proposal Submitted to SCO | October 2027 |
| • DD Documents Submitted to SCO | January 2028 |
| • CD Documents Submitted to SCO | June 2028 |
| • Begin Site Preparations for New Building | December 2028 |
| • Structure Complete | June 2029 |
| • Building Dried In | November 2029 |
| • Final / Beneficial Occupancy | September 2030 |
| • Open For Classes | August 2031 |

Project Budget:

NC State has established the following ranges for the Project Budget:

- 1) \$145,000,000 to \$155,000,000 for NC State's Total Project Cost, inclusive of all Design-Builder's costs, other Consultants, Owner's Contingencies, and Associated Construction Costs.
- 2) \$115,000,000 to \$130,000,000 for Design-Builder's Total Project Cost Not to Exceed

Critical Selection Criteria:

- 1) Experience and expertise in the project type being evaluated.
- 2) Past performance on similar projects.
- 3) Adequate staff and proposed consultant team – qualifications and examples of previous collaborations.
- 4) Current workload and State projects awarded.
- 5) Recent experience with project cost estimates.
- ~~6) Construction administration capabilities.~~
- 7) Record of successfully completed projects without major legal or technical problems.
- 8) Additional Information
 - a. Experience in supporting projects utilizing the Design-Build delivery method

- b. A minimum of three references with current contact information, no more than one page total.

Selection Schedule: RFQ Opens: September 11, 2026
RFQ Responses due by: October 9, 2026, at 2:00 pm

A pre-submittal meeting will be held September 23rd at 1:00 pm. Interested Cost Estimators are invited to [RSVP here](#). Attendance is not mandatory but is highly encouraged.

Following the receipt of proposals, a University Interview Committee will shortlist and make a recommendation of selection to the University Board of Trustees' Buildings and Property Committee. The selected firm will contract with the State of North Carolina through NC State and coordinate services with the University's Project Manager.

Contract: The contract will be negotiated with the Cost Estimator in two parts. Part one of the contract starts at the beginning of design and ends upon completion of the GMP proposal. A second part of the contract would then be executed for the balance of the design phase and the construction phase. The contract with the Cost Estimator will be in the form of a Letter Agreement approved by the State Construction Office.

Project Execution: The selected Cost Estimator will work directly with the Design-Builder and NC State's Project Manager.

Design Phase

During the Design Phase of the project, the Design-Builder, NC State, the Cost Estimator, and NC State's other vendors will work together to program the project and refine NC State's programmatic and technical requirements. At the end of the Design Phase, the Design-Builder will submit the following items to NC State and the State Construction Office:

- 1) Advance Planning Document in accordance with the State Construction Office Construction Manual
- 2) Finalized Project Requirements Document
- 3) 100% Schematic Design for the entire project, inclusive of completed Division 00 & 01 Specification sections
- 4) Cost Estimate
- 5) Project Schedule

Construction Phase

After approval of the Design-Builder's GMP, the Construction Phase will begin. It is anticipated that enough though it will be called the Construction Phase, and progressive design will continue throughout this phase. It is expected that multiple drawing packages will be created by the Design-Builder to efficiently progress through Design.

NC Licensing There is not a requirement for the proposing firms to be properly licensed as an engineer in the State of North Carolina. However, proposing firms need to be licensed to do business in the State of North Carolina at time of submission of qualifications.

**Questions, Proposal
Format, and
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:

James R. Cox, P.E.
Senior Project Manager
NC State University, Design and Construction
(919) 219-1381
Jrcox4@ncsu.edu

Submit Questions directly to the Project Manager, James Cox.

- Responses to Questions: [NCSU Question Responses](#)
- All questions must be submitted by September 25, 2026, at 5:00 pm
- Responses will be posted by October 2, 2026, at 2:00 pm

Each respondent must submit via email the following:

- 1) The Qualifications Information Package in .pdf format (twenty-page limit),
- 2) Cost Estimator References in .pdf format (must use Attachment 1, other formats will not be accepted).

Firms may, at their discretion, include additional information which they consider relevant to ensure a full and proper evaluation, provided that the specified maximum allowable number of pages is not exceeded.

Qualifications Information Package Format and Page Count

Limit responses to a maximum of twenty (20) pages, sized 8½" x 11" or equivalent (e.g. 11" x 17" fold out sheets for charts, schedules, etc. count as a single page, any other use of 11" x 17" sheets counts as two pages), with a minimum font size of 10. This page limit excludes a transmittal letter not exceeding one page, a title page, and a table of contents. The page limit includes resumes of key personnel and any unsolicited supplementary information such as corporate brochures, etc.

Responses should utilize the SF 330 form, Parts I and II, to organize their submission and address the critical selection criteria herein. Most of the criteria listed herein can be accommodated in Part I of the 330 form. Section H can be used for any additional information. Organize the response to clearly and succinctly present the required information.

The reference form in Attachment 1 must be submitted as well but as a separate one page file.

Attachment 1 – References Form

New Education Building

NC State Project Number: 202519003

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Response to RFQ for Cost Estimating Services - References

Responding Firm Name: _____

Point of Contact: _____

Reference #1

Project Name: _____

Owner: _____

Owner's Primary Contact Name: _____

Owner's Contact Information (phone number and email): _____

Role / Services Provided: _____

Reference #2

Project Name: _____

Owner: _____

Owner's Primary Contact Name: _____

Owner's Contact Information (phone number and email): _____

Role / Services Provided: _____

Reference #3

Project Name: _____

Owner: _____

Owner's Primary Contact Name: _____

Owner's Contact Information (phone number and email): _____

Role / Services Provided: _____