

Closing Date: February 10, 2012

Statement of Need

North Carolina State University requires the services of private sector design firms to supplement its in-house design capabilities for the production of renovation designs and construction contract documents for small renovation projects. To this end, up to seven architectural design firms will be chosen for a two-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.

Typical Project Scope

Design projects will have construction budgets less than \$500,000. No design fee for an individual project can exceed \$50,000. Fees for a single contract term cannot exceed \$300,000. Bid alternates often 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.

Project Site

Project work will be located on the five precincts of NC State University's Campus and possibly outlying extension locations throughout the state.

Project Schedule

Designers will be expected to accommodate the customer's schedules.

Design Process

The selected firms will work through the North Carolina State University Design and Construction Services for each project. Once selected to be 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 to help ensure a successful outcome of the construction phase of the project.

Critical Selection Factors

Interested firms can participate in the process by submitting **a letter of interest along with a current SF254 form**. Please note that only one copy of a letter of interest is requested, 20 page limit. Letters of interest must be received by 5:00 p.m. on February 10, 2012. Email copies will not be accepted. The following critical selection factors should be addressed in the proposal:

- Experience in small renovation projects for universities
- Experience in designing projects to be part of an existing campus context
- Track record of meeting demanding design schedules with tight budgets for a reasonable fee
- Expertise in construction administration
- Experience in working successfully with State agencies, particularly the State Construction Office of NC
- Experience in space planning in academic environment
- Experience in interior design for academic office and laboratory spaces including furniture and equipment procurement and moving

Designer Selection Process

Following the receipt of letters of interest, a selection committee made up of Facilities staff will develop a short list and make selection recommendations to the University Board of Trustees' Buildings and Property Committee.

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:

Angkana Bode, Architect, LEED AP
Project Manager, Design and Construction Services
North Carolina State University
Campus Box 7216
2701 Sullivan Drive
Administrative Services III, Suite 300
Raleigh, NC 27695-7216 Phone: 919-515-8062 Fax: 919-515-4253

Closing Date: February 10, 2012

Statement of Need

North Carolina State University requires the services of private sector design firms to supplement its in-house survey capabilities for the production of renovation designs and construction contract documents for small renovation projects. To this end, up to four surveying firms will be chosen for a two-year term, with the possibility of a one-year renewal, to be open-ended survey providers. These firms will be on call to provide services on an as needed basis. Typically, surveying will occur as part of a larger renovation project or may be the primary goal of the project.

Typical Project Scope

Survey work will typically be required as a part of a larger campus project. Scope of survey to be determined by project manager, customer, and designer. No design fee for an individual project can exceed \$50,000. Fees for a single contract term cannot exceed \$300,000.

Project Site

Project work will be located on the five precincts of NC State University's Campus, and possibly outlying extension locations throughout the state.

Project Schedule

Most projects have a very short schedule. Designers will be expected to accommodate the customer's schedules.

Design Process

The selected firms will work through the North Carolina State University Design and Construction Services for each project. Once selected to be an open-ended survey provider, a surveying 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 work and fees.

Critical Selection Factors

Interested firms can participate in the process by **submitting a letter of interest along with a current SF254 form**. Please note that only one copy of a letter of interest is requested, 20 page limit. Letters of interest must be received by 5:00 p.m. on February 10, 2012. Email copies will not be accepted. The following critical selection factors should be addressed in the proposal:

- Experience in small topographic, boundary, and location surveys
- Track record of meeting demanding design schedules with tight budgets for reasonable fees
- Experience in GIS and GPS surveys
- Experience in working with State agencies, particularly the State Construction Office of NC
- Experience with AutoCAD software

Designer Selection Process

Following the receipt of letters of interest, a selection committee made up of Facilities staff will develop a short list and make selection recommendations to the University Board of Trustees' Buildings and Property Committee.

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:

Heath Huovinen, Surveyor
North Carolina State University
Office of the University Architect
Campus Box 7216
2701 Sullivan Drive,
Admin Services III, Suite 300
Raleigh, NC 27695-7216
Phone: 919-515-8068
Fax: 919-515-4253

Closing Date: February 10, 2012

Statement of Need

North Carolina State University requires the services of design firms to supplement its in-house design capabilities for the production of renovation designs and construction contract documents for small structural projects. To this end, up to three structural design firms will be chosen for a two-year term, with the possibility of a one-year renewal, to be an open-ended design providers. This firm will be on call to provide structural engineering design and consultation when needed.

Typical Project Scope

Design projects will have construction budgets less than \$500,000. No design fee for an individual project can exceed \$50,000. Fees for a single contract term cannot exceed \$300,000. Bid alternates often 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.

Project Site

Project work will be located on the five precincts of NC State University's Campus, and possibly outlying extension locations throughout the state.

Project Schedule

Most projects have a very short schedule. Designers will be expected to accommodate the customer's schedules.

Design Process

The selected firm will work through the North Carolina State University Facilities Division for each project. Once selected to be 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 help ensure a successful outcome of the construction phase of the project.

Critical Selection Factors

Interested firms can participate in the process by **submitting a letter of interest along with a current SF254 form**. Please note that only one copy of a letter of interest is requested, 20 page limit. Letters of interest must be received by 5:00 p.m. on February 10, 2012. Email copies will not be accepted. The following critical selection factors should be addressed in the proposal:

- Experience in small structural engineering projects (scoping, assessment and cost estimating)
- Experience with quick production of workable construction drawings suitable for Bid
- Experience in designing projects to be part of an existing campus context (alterations and renovations)
- Track record of meeting demanding design schedules with tight budgets for a reasonable fee
- Effective assistance in construction administration
- Experience in working with State agencies, particularly the Office of State Construction of NC

Designer Selection Process

Following the receipt of letters of interest, a selection committee made up of Facilities staff will develop a short list and make selection recommendations to the University Board of Trustees' Buildings and Property Committee.

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:

Ed Levy, PE
Design and Construction Services
North Carolina State University
Campus Box 7216
2701 Sullivan Drive
Administrative Services III, Suite 300
Raleigh, NC 27695-7216
Phone: 919-513-7870 Fax: 919-515-4253

Closing Date: February 10, 2012

Statement of Need

North Carolina State University requires the services of private sector design firms to supplement its in-house design capabilities for the production of design drawings, specifications, and construction contract documents for small roofing projects. To this end, up to three roofing design firms will be chosen for a two-year term, with the possibility of a one-year renewal, to be open-ended design providers. This firm will be on call to provide design and consultation on an as needed basis.

Typical Project Scope

Design projects will have construction budgets less than \$500,000. No design fee for an individual project can exceed \$50,000. Fees for a single contract term cannot exceed \$300,000. Bid alternates often must be included in the design to keep the project within the customer's budget. All projects must be reviewed by the North Carolina State Construction Office for code compliance.

Project Site

Project work will be located on the five precincts of NC State University's Campus, and possibly outlying extension locations throughout the state.

Project Schedule

Most projects have a very short schedule. Designers will be expected to accommodate the customer's schedules.

Design Process

The selected firms will work through the North Carolina State University Design and Construction Services for each project. Once selected to be 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 to help ensure a successful outcome of the construction phase of the project.

Critical Selection Factors

Interested firms can participate in the process by **submitting a letter of interest along with a current SF254 form**. Please note that only one copy of a letter of interest is requested 20 page limit. Letters of interest must be received by 5:00 p.m. on February 10, 2012. Email copies will not be accepted. The following critical selection factors should be addressed in the proposal:

- Experience in roofing repairs and modifications
- Experience in preparing drawings and specifications
- Track record of meeting demanding design schedules with tight budgets for a reasonable fee
- Expertise in construction administration
- Experience in working successfully with State agencies, particularly the Office of State Construction of NC
- Expertise in any or all of the categories listed above under Statement of Need

Designer Selection Process

Following the receipt of letters of interest, a selection committee made up of Facilities staff will develop a short list and make selection recommendations to the University Board of Trustees' Buildings and Property Committee.

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:

Greg Selzer, Project Manager
Design and Construction Services
North Carolina State University
Campus Box 7216
2701 Sullivan Drive
Administrative Services III, Suite 300
Raleigh, NC 27695-7216
Phone: 919-513-2267 Fax: 919-515-4253

Closing Date: February 10, 2012

Statement of Need

North Carolina State University requires the services of design firms to supplement its in-house design capabilities for the production of mechanical systems designs and construction contract documents for small renovation projects. To this end, up to five mechanical engineering designs firm will be chosen for a two-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 may be the primary goal of the project.

Typical Project Scope

Design projects will have construction project budgets less than \$500,000. No design fee for an individual project can exceed \$50,000. Fees for a single contract term cannot exceed \$300,000. Bid alternates often must be included in the design to keep the project within the customer's budget. All projects must be reviewed by the North Carolina State Construction Office for code compliance.

Project Site

Project work will be located on the five precincts of NC State University's Campus, and possibly outlying extension locations throughout the state.

Project Schedule

Most projects have a very short schedule. Designers will be expected to accommodate the customer's schedules.

Design Process

The selected firms will work through the North Carolina State University Design and Construction Services for each project. Once selected to be 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

Interested firms can participate in the process by **submitting a letter of interest along with a current SF254 form**. Please note that only one copy of a letter of interest is requested. Letters of interest must be received by 5:00 p.m. on February 10, 2012. Email copies will not be accepted. The following critical selection factors should be addressed in the proposal:

- Experience in small renovation projects for universities or similar clients
- Experience in designing projects within a campus context
- Track record of meeting demanding design schedules with tight budgets for a reasonable fee
- Expertise in construction administration
- Experience in working successfully with State agencies, particularly the State Construction Office of NC
- Expertise in small and large HVAC systems including air distribution, hydronics, process cooling water

Designer Selection Process

Following the receipt of letters of interest, a selection committee made up of Facilities staff will develop a short list and make selection recommendations to the University Board of Trustees' Buildings and Property Committee.

Questions

In order that the selection process 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:

Michael Baker, PE
Project Manager, Design and Construction Services
North Carolina State University
Campus Box 7216
Administrative Services III
2701 Sullivan Drive, Suite 300
Raleigh, NC 27695-7216
Phone: 919-513-0673 Fax: 919-515-4253

NC State University – Landscape Architecture / Master Planning Open-Ended Design Contract

Closing Date: February 10, 2012

Statement of Need

NC State University requires the services of private sector design/planning firms to supplement its in-house planning capabilities in master planning, land use analysis and landscape architecture design. To this end, up to three design firms will be chosen for a two-year term, with the possibility of renewal, to be open-ended design providers. The firms will be on call to provide design and consultation on an as needed basis. Some, but not all the firms may have expertise only in landscape architecture.

Typical Project Scope

Design projects will have construction project budgets less than \$500,000. No design fee for an individual project can exceed \$50,000. Fees for a single contract term cannot exceed \$300,000. Bid alternates often must be included in the design to keep the project within the customer's budget. All projects must be reviewed by the North Carolina State Construction Office for code compliance.

Project Schedule

Most projects will have a very short schedule and frequently project funds must be expended before the end of the fiscal year. Designers will be expected to accommodate the customer's schedule.

Project Site

Project work will be located on the five precincts of NC State University's Campus, and possibly outlying extension locations throughout the state.

Design Process

The selected firms will work through NC State University Facilities for each project. Once selected to be 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 project schedule, and a fee breakdown.

Critical Selection Factors

Interested firms can participate in the process by **submitting a letter of interest including a written proposal and a current SF 254 form**. Please note that only one copy of the submittal is required, 20 page limit. Letters of interest must be received by 5:00 PM on February 10, 2012. Email copies will not be accepted. The following critical selection factors should be addressed in the proposal:

- Experience in landscape design in a university setting.
- Experience in master planning projects for universities or similar clients
- Experience in land use analysis for universities, municipalities or similar clients
- Understanding of building density and use patterns for pedestrian-oriented development
- Track record of meeting demanding design schedules
- Experience in working successfully with State agencies, particularly NC SCO and NC DENR

Designer Selection Process

Following the receipt of proposals, a selection committee made up of Facilities staff will develop a short list and make a recommendation for selection to the University Board of Trustees' Buildings and Property Committee.

Questions

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

Lynn Swank, Project Manager
Design and Construction Services
North Carolina State University
Administrative Services III, Suite 300
2701 Sullivan Drive
Campus Box 7216
Raleigh, NC 27695-7216
Phone: 919-513-4637 Fax: 919-515-4253

North Carolina State University – **Lab Design Open-Ended Design Contracts**

Closing Date: February 10, 2012

Statement of Need

North Carolina State University requires the services of design firms to supplement its in-house design capabilities for the production of small laboratory renovation projects. To this end, up to two designs firm will be chosen for a two-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 may be the primary goal of the project.

Typical Project Scope

Design projects will have construction project budgets less than \$500,000. Bid alternates often must be included in the design to keep the project within the customer’s budget. All projects must be reviewed by the North Carolina Department of Insurance.

Project Site

Project work will be located on the five precincts of NC State University’s Campus, and possibly outlying extension locations throughout the state.

Project Schedule

Most projects have a very short schedule. Designers will be expected to accommodate the customer’s schedules.

Design Process

The selected firms will work through the North Carolina State University Facilities Division for each project. Once selected to be 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 to help ensure a successful outcome of the construction phase of the project.

Critical Selection Factors

Interested firms can participate in the process by **submitting a letter of interest along with a current SF254 form**. Please note that only one copy of a letter of interest is requested, 20 page limit. Letters of interest must be received by 5:00 p.m. on February 10, 2012. Email copies will not be accepted. The following critical selection factors should be addressed in the proposal:

- Experience in small lab renovation projects for universities or similar clients
- Experience in designing projects within a campus context
- Track record of meeting demanding design schedules with tight budgets for a reasonable fee
- Expertise in construction administration
- Experience in working successfully with State agencies, particularly with the State Construction Office of NC
- Expertise in developing laboratory chemical lists, design of small and large lab HVAC systems including air fume hoods, canopies, snorkels, specialty lab equipment, hydronics, process cooling water, and code issues related to laboratories

Designer Selection Process

Following the receipt of letters of interest, a selection committee made up of Facilities staff will develop a short list and make selection recommendations to the University Board of Trustees’ Buildings and Property Committee.

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:

John Johnson, Project Manager
Design and Construction Services
North Carolina State University
Campus Box 7216
Administrative Services III
2701 Sullivan Drive, Suite 300
Raleigh, NC 27695-7216 Phone: 919-513-0537 Fax: 919-515-4253

Closing Date: February 10, 2012

Statement of Need

North Carolina State University requires the services of private sector design firms to supplement its in-house design capabilities for the production of renovation designs and construction contract documents for smaller secondary electrical and primary electrical renovation projects. To this end, up to five electrical design firms will be chosen for a two-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, electrical design will occur as part of a larger renovation project or may be the primary goal of the project.

Typical Project Scope

Design projects will have construction budgets less than \$500,000. Bid alternates often must be included in the design to keep the project within the customer's budget. All construction projects must be reviewed by the North Carolina Department of Insurance.

Project Site

Project work will be located on the five precincts of NC State University's Campus and possibly outlying extension locations throughout the state.

Project Schedule

Most projects have a very short schedule. Designers will be expected to accommodate the customer's schedules.

Design Process

The selected firms will work through the North Carolina State University Design and Construction Services for each project. Once selected to be 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

Interested firms can participate in the process by **submitting a letter of interest along with a current SF254 form**. Please note that only one copy of a letter of interest is requested. Letters of interest must be received by 5:00 p.m. on February 10, 2012. Email copies will not be accepted. The following critical selection factors should be addressed in the proposal:

- Experience in small electrical renovation projects for universities or similar clients
- Experience in designing projects to be part of an existing campus context
- Track record of meeting demanding design schedules with tight budgets for a reasonable fee
- Experience in preparing documents for bidding
- Experience in working successfully with State agencies, particularly NC Department of Insurance
- Experience in primary electrical distribution
- Experience in design, selection and installation of equipment and systems for primary electrical distribution
- Expertise in analysis of distribution systems

Designer Selection Process

Following the receipt of letters of interest, a selection committee made up of Facilities staff will develop a short list and make selection recommendations to the University Board of Trustees' Buildings and Property Committee.

Questions

In order for the selection process 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:

Don Ferree, PE
Design and Construction Services
North Carolina State University
Campus Box 7216
2701 Sullivan Drive
Administrative Services III, Suite 300
Raleigh, NC 27695-7216 Phone: 919-515-8060 Fax: 919-515-4253

North Carolina State University –Civil Engineering Open-Ended Design Contracts

Closing Date: February 10, 2012

Statement of Need

North Carolina State University requires the services of private sector design firms to supplement its in-house design capabilities for the production of design drawings, specifications, and construction contract documents for small renovation projects. To this end, up to four new civil engineering design firms will be chosen for a two-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 to include but not limited to the following civil engineering aspects:

- Site Planning and Development
- Hydraulics and Hydrology
- Water and Sanitary Sewer
- Soil Mechanics and Geotechnical Engineering
- Storm Water Management including site drainage
- Sedimentation and erosion control issues
- Permitting issues such as with the US Army Corps of Engineers, Dept. of Environment and Natural Resources, City of Raleigh, State Construction Office, etc.

Typical Project Scope

Design projects will have construction budgets less than \$500,000. No design fee for an individual project can exceed \$50,000. Fees for a single contract term cannot exceed \$300,000. Bid alternates often must be included in the design to keep the project within the customer's budget. All projects must be reviewed by the North Carolina State Construction Office for code compliance.

Project Site

Project work will be located on the five precincts of NC State University's Campus, and possibly outlying extension locations throughout the state.

Project Schedule

Most projects have a very short schedule. Designers will be expected to accommodate the customer's schedules.

Design Process

The selected firms will work through the North Carolina State University Design and Construction Services. Once selected to be 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 help ensure a successful outcome of the construction phase of the project.

Critical Selection Factors

Interested firms can participate in the process by **submitting a letter of interest along with a current SF254 form**. Please note that only one copy of a letter of interest is requested, 20 page limit. Letters of interest must be received by 5:00 p.m. on February 10, 2012. Email copies will not be accepted. The following critical selection factors should be addressed in the proposal:

- Experience in civil engineering related projects
- Experience in designing projects to be part of an existing campus context
- Track record of meeting demanding design schedules with tight budgets for a reasonable fee
- Expertise in construction administration
- Experience in working successfully with State agencies, particularly NCDENR and the State Construction Office of NC
- Expertise in any or all of the categories listed above under Statement of Need

Designer Selection Process

Following the receipt of letters of interest, a selection committee made up of Facilities staff will develop a short list and make selection recommendations to the University Board of Trustees' Buildings and Property Committee.

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:

Bill Beardall, Project Manager
Design and Construction Services
North Carolina State University Campus Box 7216
2701 Sullivan Drive Administrative Services III, Suite 300
Raleigh, NC 27695-7216
Phone: 919-515-9872 Fax: 919-515-4253

Closing Date: February 10, 2012

Statement of Need

North Carolina State University requires the services of private sector design firms to supplement its in-house design capabilities for the production of renovation designs and construction contract documents for small renovation projects. To this end, up to three asbestos abatement and environmental design firms will be chosen for a two-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.

Typical Project Scope

Design projects will have construction budgets less than \$500,000. No design fee for an individual project can exceed \$50,000. Fees for a single contract term cannot exceed \$300,000. Bid alternates often must be included in the design to keep the project within the customer's budget. All projects are reviewed by the State Construction Office for code compliance.

Project Site

Project work will be located on the five precincts of NC State University's Campus, and possibly outlying extension locations throughout the state.

Project Schedule

Most projects have a very short schedule. Designers will be expected to accommodate the customer's schedules.

Design Process

The selected firms will work through the North Carolina State University Design and Construction Services for each project. Once selected to be 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 to help ensure a successful outcome of the construction phase of the project.

Critical Selection Factors

Interested firms can participate in the process by **submitting a letter of interest along with a current SF254 form**. Please note that only one copy of a letter of interest is requested, 20 page limit. Letters of interest must be received by 5:00 p.m. on February 10, 2012. Email copies will not be accepted. The following critical selection factors should be addressed in the proposal:

- Experience in small asbestos abatement projects for universities
- Experience in designing projects on a university campus where scheduling becomes paramount.
- Track record of meeting demanding design schedules with tight budgets for a reasonable fee
- Expertise in construction administration
- Experience in working successfully with State agencies, particularly the State Construction Office of NC
- Experience in assessments and permitting
- Experience in delineation and design of wetlands, design of innovative storm water BMPS, storm water analysis is to meet the Neuse River nitrogen reduction model, familiarity with Neuse Buffer rules.

Designer Selection Process

Following the receipt of letters of interest, a selection committee made up of Facilities staff will develop a short list and make selection recommendations to the University Board of Trustees' Buildings and Property Committee.

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:

Angela Lord, Project Manager
Design and Construction Services
North Carolina State University
Campus Box 7216
Administrative Services III, Suite 300
2701 Sullivan Drive
Raleigh, NC 27695-7216 Phone: 919-515-8066 Fax: 919-515-4253

Closing Date: February 10, 2012

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 for the production of design drawings, specifications, and construction contract documents for small civil engineering related projects. To this end, up to four geotechnical/material testing design firm 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.

Typical Project Scope

Design projects will have construction budgets less than \$500,000. No design fee for an individual project can exceed \$50,000. Fees for a single contract term cannot exceed \$300,000. Bid alternates often must be included in the design to keep the project within the customer's budget. All projects must be reviewed by the North Carolina State Construction Office for code compliance.

Project Site

Project work will be located on the five precincts of NC State University's Campus, and possibly outlying extension locations throughout the state.

Project Schedule

Most projects have a very short schedule. The Testing Firm will be expected to accommodate the customer's schedules.

Design Process

The selected firms will work through the North Carolina State University Design and Construction Services for each project. Once selected to be an open-ended design service provider, a 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 to help ensure a successful outcome of the construction phase of the project.

Critical Selection Factors

Interested firms can participate in the process by **submitting a letter of interest along with a current SF254 form**. Please note that only one copy of a letter of interest is requested. Letters of interest must be received by 5:00 p.m. on February 10, 2012. Email copies will not be accepted. The following critical selection factors should be addressed in the proposal:

- Local geotechnical and materials testing experience and capabilities
- Experience in similar industrial, commercial, and public sector projects
- Experience in preparing reports and specifications for projects
- Track record of meeting demanding design schedules with tight budgets for a reasonable fee
- Expertise in construction administration
- Experience in working successfully with State agencies, particularly the State Construction Office of NC

Designer Selection Process

Following the receipt of letters of interest, a selection committee made up of Facilities staff will develop a short list and make selection recommendations to the University Board of Trustees' Buildings and Property Committee.

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:

Randy Reggi, Project Manager
Design and Construction Services
North Carolina State University
Campus Box 7216,
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