

Department/Agency	Johnston Community College
Project Title	Open-ended agreement for design / engineering services for small projects under \$300,000.00
Design Services	<ul style="list-style-type: none"> • Civil Engineering • Architectural Services • Mechanical, Electrical, Plumbing and Engineering • Roof Design and Engineering • Landscape
Scope of Work	<ul style="list-style-type: none"> • Asphalt /Concrete repair and/or replacement • Building Renovations • Repurposing and renovation of various spaces • Other small projects as needed
Contact	Wade Quinn, Director of Purchasing
Telephone	(919) 209-2035
Email	dwquinn@johnstoncc.edu
Total Project Budget	To be determined
Source of Funds	Local, State, Private Funds
Approved OC-25 #	
Publish Date	July 10, 2023
Closing Date	July 25, 2023 at 2:00 PM
Submit THREE (3) Copies of Letter of Interest and SF-254 (Mailing Address):	<u>Physical Address</u> Johnston Community College Attn: Wade Quinn 245 College Rd Smithfield, NC 27577
Physical Location for Fed Ex/UPS Delivery (Delivery Address):	Shipping and Receiving – Wilson Building
NC Licensing Statement	<p>In order to offer architectural, engineering, or landscape architectural services in response to this solicitation, the proposing firm must be properly licensed to practice Architecture, Engineering, or Landscape Architecture in the State of North Carolina. More information on the North Carolina state boards may be found at the following websites:</p> <p>NC Board of Architecture: (http://www.ncbarch.org) NC Board of Examiners for Engineers & Surveyors: (http://www.ncbels.org) NC Board of Landscape Architects: (http://www.ncbola.org)</p>

STATE BUILDING COMMISSION - SELECTING CRITERIA

In selecting designers, the selection committee should take into consideration qualification information including such factors as:

1. Specialized or appropriate expertise in the type of project.
2. Past performance on similar projects.
3. Adequate staff and proposed design or consultant team for the project.
4. Current workload and State projects awarded.
5. Proposed design approach for the project including design team and consultants.
6. Recent experience with project costs and schedules.
7. Construction administration capabilities.
8. Proximity to and familiarity with the area where the project is located.
9. Record of successfully completed projects without major legal or technical problems.
10. Other factors which may be appropriate for the project.

STATE BUILDING COMMISSION - SUBMITTAL CRITERIA

Proposing firms must submit THREE (3) copies of the Letter of Interest and THREE (3) copies of your current Standard Form 254 (SF 254) with the information package. The current SF 254 template is located at <http://ncadmin.nc.gov/businesses/construction/forms-documents> which is the State Building Commission approved form.

In the interest of cost-savings to the designers, consistency of the submittals and more efficient use of time by the pre-selection committee, the submitted information package should not include any notebooks, binders, tab, clips, etc. The format should be 8-1/2" x 11" pages stapled in the upper left-hand corner. The Letter of Interest should not exceed ten (10) single-sided pages or five (5) double-sided pages plus the SF 254.

E-mail and Fax submittals will not be accepted.

OWNER REQUIREMENT - SUBMITTAL CRITERIA

All submission packages should be accompanied by a flash drive with the contents of the submittal in its entirety.