

Department/Agency	Department of Transportation / Ferry Operations
Project Title	Cherry Branch Ferry - Depot Maintenance Buildings for New Vessels
Design Services	Architecture/Engineering
Scope of Work	<p>Planning and Design for the future construction of new Depot Maintenance Buildings for New Vessels at the Cherry Branch Ferry Harbor. Project to include 4 new buildings (admin office, staff offices & break, maintenance shop, and storage warehouse) as well as a concrete pier for vessel repairs. The proposed project site is approximately 2 acres.</p> <p><u>Phase 1:</u> Completion of a Planning Study to confirm the size and location of the proposed new buildings as well as provide a detailed project cost estimate to confirm project funding needs.</p> <p><u>Phase 2:</u> Upon completion of the Planning Study for Phase 1, a standard design contract would be issued for the required Design, Bidding, Construction Administration, and Closeout services.</p> <p>The Cherry Branch Ferry Terminal is located at 2300 Ferry Road in Havelock, NC.</p>
Contact	David Varel
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Total Project Budget	\$10,093,000 (with \$500,000 available for Planning & Design)
Source of Funds	Operating Budget / Grant Funds
Approved OC-25 #	#20274280081
Publish Date	November 4, 2025
Closing Date	Monday - November 24, 2025 @ 4:00 PM
Submit THREE (3) Copies of Letter of Interest and SF-254 (Mailing Address):	NCDOT Facilities Design Unit 1525 Mail Service Center Raleigh, NC 27699-1525
Physical Location for Fed Ex/UPS Delivery (Delivery Address):	NCDOT Facilities Design Unit 1 S. Wilmington Street Raleigh, NC 29601
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.