

Department/Agency	Natural and Cultural Resources
Project Title	Level 3 Electric Vehicle Charging Stations at Multiple Sites
Design Services	Engineering
Scope of Work	<p>An Engineering firm is required to provide design, bidding, construction administration, and closeout services associated with the installation of Level 3 Electric Vehicle Charging Stations, commonly known as DC Fast Chargers (DCFC), with all required infrastructure at the following DNCR locations:</p> <p>Historic Edenton in Edenton, NC  Historic Bath in Bath, NC  Jones Lake State Park in Elizabethtown, NC  Hanging Rock State Park in Danbury, NC  Stone Mountain State Park in Roaring Gap, NC</p> <p><b>IN ADDITION TO the required paper submittals, please email a PDF copy of the letter of Interest and SF-254 to <a href="mailto:Shannon.Riley@dncr.nc.gov">Shannon.Riley@dncr.nc.gov</a> for easier electronic sharing with the pre-selection committee. (HARD COPIES ARE STILL REQUIRED)</b></p>
Contact	Shannon Riley, PE
Telephone	919-814-6617
Email	<a href="mailto:Shannon.Riley@dncr.nc.gov">Shannon.Riley@dncr.nc.gov</a>
Total Project Budget	\$665,000 (with \$100,000 Available for Planning & Design)
Source of Funds	SCIF General (2025-2026 Repairs & Renovations Reserve)
Approved OC-25 #	#20274820001
Publish Date	June 8, 2026
Closing Date	<b>Tuesday - June 30, 2026 @ 3:00 PM</b>
Submit THREE (3) Copies of Letter of Interest and SF-254 (Mailing Address):	NC Dept. of Natural & Cultural Resources Capital Projects Office 4605 Mail Service Center Raleigh, NC 27699-4605
Physical Location for Fed Ex/UPS Delivery (Delivery Address):	NC Dept. of Natural & Cultural Resources Capital Projects Office 109 E. Jones Street Raleigh, NC 27601
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: (<a href="http://www.ncbarch.org">http://www.ncbarch.org</a>)  NC Board of Examiners for Engineers &amp; Surveyors: (<a href="http://www.ncbels.org">http://www.ncbels.org</a>)  NC Board of Landscape Architects: (<a href="http://www.ncbola.org">http://www.ncbola.org</a>)</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.**