

Wake Technical Community College
 Bid # 130-WTCC9215C

Department/Agency	Wake Technical Community College
Project Title	Building Envelope Roofing Replacement(s) & Upgrades
Services	Design Consulting Services
Scope	<p>Wake Technical Community College is requesting qualifications from design firms interested in providing design services for:</p> <ol style="list-style-type: none"> 1) A roofing assessment performed on selected roofs located at: <ul style="list-style-type: none"> -Wake Tech Scott Northern Campus (6600 Louisburg Rd) -Wake Tech Perry Health Sciences Campus (2901 Holston Lane) 2) Once assessment is completed, priority will be established; and Wake Tech will have the option to retain the selected design firm for the full design & construction of roofing replacements and/or recover(s) as needed. <p>Wake Tech seeks a firm whose combination of experience and personnel will provide timely, cost-effective, and quality service to the College.</p> <p>Design Services to be rendered by the selected firm will include full design services including but not limited to: Schematic Design, Design Development; Construction Documents; Bidding; Construction Administration and Closeout.</p> <p style="text-align: center;">Scope of Services</p> <ol style="list-style-type: none"> 1. Review of existing roofing, roof-mounted equipment, roof access/safety, drainage systems, flashing, mechanical, electrical, structural as required, and related building envelope conditions. 2. Preparation of multiple alternative assembly selections for review by owner to include materials, colors, logistics, estimated costs and schedules. 3. Preparation of all necessary sets of plans, details, and specifications, and permitting as needed for all components of the selected roofing systems and all other work required for a successful project. 4. Preparation of bid documents, participation during bidding and construction contract negotiation. 5. Provision of contract administration including oversight of and documentation for project meetings, review and approval of submittals, review and approval of change orders, variances and pay applications. 6. Construction observation and documentation as required for a successful project. 7. Oversight of project close out processes including final acceptance and approvals, as-built documentation (including photographs, drawings, submittals, and other materials), manufacturer's warranty acceptance and final inspections.
Contact	James M. Skinner

Telephone	919-866-5621
Email	jmskinner@waketech.edu
Construction Estimate	\$500,000-3,000,000
Source of Funds	County
NCCCS #	2287
Publish Date	September 25 th 2025
Closing Date	October 30th, 2025 @ 2:00 PM
Submit Five (5) Hard Copies and One (1) Electronic Copy of Statement of Qualifications and SF-330:	Wake Technical Community College 4723 Advantage Way Building T, Suite 201 Raleigh, NC 27603-5696
Physical Location for Fed Ex/UPS Delivery:	4723 Advantage Way Raleigh, NC 27603 Building T, Suite 201
NC Licensing Statement	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: 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)

Wake Technical Community College encourages participation by MWBE firms and supports efforts to ensure and promote opportunities for minority businesses.

SELECTING CRITERIA

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

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

SUBMITTAL CRITERIA

Proposing firms must submit Five (5) complete hard copies of the Statement of Qualifications with Standard Form 330 and One (1) electronic copy on USB drive.

<https://ncadmin.nc.gov/document/sf254-word>
<https://www.gsa.gov/forms-library/architect-engineer-qualifications>

Detailed information on the submittal requirements are indicated in the attached RFQ. For questions concerning the RFQ please contact the following person:

**James M. Skinner Email: jmskinner@waketech.edu
E-mail and Fax submittals will not be accepted.**