

Department/Agency	DEQ – Wildlife Resources Commission
Project Title	Caswell Shooting Range - Renovation & Expansion
Design Services	Architecture/Engineering
Scope of Work	<p>North Carolina Wildlife Resources Commission requests letters of interest for the renovation and expansion of the Caswell Shooting Range to include construction of a new office & classroom building and renovation & expansion of the existing shooting range. Range offices will provide a place for staff to complete necessary reports, check-in customers, provide safety training, and hold classroom training.</p> <p>Range renovation and expansion will increase the capacity of the range to serve the public. Range renovations include covered shooting lanes, new bullet baffle recovery, and electrical shooting systems.</p> <p>Selection of designers will be based on the 10 “Selecting Criteria” listed below. A letter of interest that outlines these 10 criteria is easier to review.</p> <p><u>Project Access Location:</u> R. Wayne Bailey-Caswell Shooting Range 3670 NC-86 Yanceyville, NC 27379</p> <p>https://www.ncwildlife.gov/outdoors/shooting-ranges-north-carolina/r-wayne-bailey-caswell-shooting-range</p>
Contact	Jody Reavis
Telephone	984-800-2905
Email	jody.reavis@ncwildlife.gov
Total Project Budget	\$3,849,000 (with \$400,000 Available for Planning & Design)
Source of Funds	WRC Caswell Shooting Range Advanced Planning (Budget Fund 408229 Budget code 42509)
Approved OC-25 #	#202543900220
Publish Date	January 16, 2026
Closing Date	Friday – February 13, 2026 @ 4:00 PM
Submit THREE (3) Copies of Letter of Interest and SF-254 (Mailing Address):	Jody Reavis NC Wildlife Resources Commission 1720 Mail Service Center Raleigh, NC 27699
Physical Location for Fed Ex/UPS Delivery (Delivery Address):	Jody Reavis NC Wildlife Resources Commission 1751 Varsity Drive Raleigh, NC 27606
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.