

<b>Department/Agency</b>	<b>Wilkes Community College</b>
<b>Project Title</b>	<b>Building 7 Storm Drain Repair Project</b>
<b>Design Services</b>	<b>Design/Engineering</b>
<b>Scope</b>	<b>The project includes repairing and re-routing a damaged storm drain system adjacent to Building 7.</b>
<b>Contact</b>	<b>Morgan Francis</b>
<b>Telephone</b>	<b>(336) 838-6102</b>
<b>Email</b>	<b>dmfrancis058@wilkescc.edu</b>
<b>Total Project Budget</b>	<b>\$600,000</b>
<b>Source of Funds</b>	<b>State capital funds</b>
<b>Approved OC-25 #</b>	
<b>Publish Date</b>	<b>July 22, 2025</b>
<b>Closing Date</b>	<b>August 20, 2025 @ 3:00PM</b>
<b>Submit THREE (3) Copies of Letter of Interest and SF-254:</b>	<b>Morgan Francis Wilkes Community College PO Box 120 Wilkesboro, NC 28697-0120</b>
<b>Physical Location for Fed Ex/UPS Delivery:</b>	<b>Morgan Francis Wilkes Community College 211 Christie Lane Wilkesboro, NC 28697</b>
<b>NC Licensing Statement</b>	<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><b>NC Board of Architecture:</b> (<a href="http://www.ncbarch.org">http://www.ncbarch.org</a>)  <b>NC Board of Examiners for Engineers &amp; Surveyors:</b> (<a href="http://www.ncbels.org">http://www.ncbels.org</a>)  <b>NC Board of Landscape Architects:</b> (<a href="http://www.ncbola.org">http://www.ncbola.org</a>)</p>

### **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.

### **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://www.nc-sco.com/forms.aspx> 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.