

Department/Agency	Western Piedmont Community College
Project Title	Relocation and Renovation for Cosmetology Center
Design Services	Architectural Design Services
Scope of Work	The college will be relocating our current Cosmetology Center to an existing campus building (currently in a leased space). We will renovate approximately 11,000 square feet will be renovated including restrooms, office space, classroom and salon area. The total building is 27,032 square feet. We anticipate the building's HVAC system will need to be renovated/modified for the renovation along with additional plumbing and electrical for the salon area. The Cosmetology program consists of hair, nails, and facials.
Contact	Sandy K. Hoilman Vice President for Administrative Services / CFO
Telephone	828.448.6025
Email	shoilman@wpcc.edu
Total Project Budget	\$700,000
Source of Funds	Local and Institutional funds
Approved OC-25 #	NCCCS Project No. 2784
Publish Date	October 13, 2023
Closing Date	October 30, 2023
Submit THREE (3) Copies of Letter of Interest and SF-254 (Mailing Address):	Western Piedmont Community College NCCCS Project # 2784 ATTN: Sandy K. Hoilman 1001 Burkemont Ave Morganton, NC 28655
Physical Location for Fed Ex/UPS Delivery (Delivery Address):	Western Piedmont Community College NCCCS Project # 2784 ATTN: Sandy K. Hoilman 1001 Burkemont Ave Morganton, NC 28655
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)

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 one copy of the Letter of Interest with your current Standard Form 254 (SF 254) with the information package along with an electronic copy. 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.