

<b>Department/Agency</b>	Rowan-Cabarrus Community College
<b>Project Title</b>	South Campus Building S201 Phased Renovations
<b>Design Services</b>	Architectural Design Services
<b>Scope of Work</b>	<p>This request is for proposals for Architectural Design Services only for the renovations and retrofit of spaces within Building S201 on Rowan-Cabarrus South Campus in Kannapolis, NC. The project includes remodeling the first floor to create the South Campus Compass Engagement Center, which will house a library, tutoring center, food pantry, mail room, IS Help Desk, and student and faculty lounges. The third floor will be renovated to add science labs and faculty offices, while the second floor will see minor office modifications. Additional work includes limited building envelope and site improvements. The project will be phased to allow work in an occupied building.</p> <p>The scope of work will include conceptual, schematic, design development, and construction documents. The designer will seek all approvals, handle bidding in design/bid/build delivery method. When funding is secured for the construction, the scope will be amended to include construction administration and close-out services. This project will be designed and administered under North Carolina State Construction Office's formal project requirements.</p>
<b>Contact</b>	Ronda Holland
<b>Telephone</b>	704-216-3455
<b>Email</b>	<a href="mailto:collegeenvironment@rccc.edu">collegeenvironment@rccc.edu</a>
<b>Total Project Budget</b>	\$8,400,000
<b>Source of Funds</b>	Cabarrus County Special Project Funding FY 2025 (Design only)
<b>Approved OC-25 #</b>	NCCCS # 2875
<b>Publish Date</b>	Thursday, July 31, 2025
<b>Closing Date</b>	Thursday, August 28, 2025 at 01:00 PM
<b>Submit Electronic your Electronic Submittal (Adobe.pdf format) to:</b>	<a href="mailto:collegeenvironment@rccc.edu">collegeenvironment@rccc.edu</a> Please identify the <b>RFQ # 121-073125JA</b> and the <b>Project Title</b> in the subject line of your e-mail
<b>Physical Location for Fed Ex/UPS Delivery (Delivery Address):</b>	<b><u>Hard copies are not accepted at this time.</u></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 on 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>

**SUBMITTAL REQUIREMENTS**

Proposing firms must submit an electronic copy of the complete submittal package in Adobe.pdf format to the email address provided: [collegeenvironment@rccc.edu](mailto:collegeenvironment@rccc.edu) Hard copies are not accepted at this time.

Each package shall include:

1. A Letter of Interest – no more than one page.
2. A design approach for the project, including: Owner/SCO/Design Team organizational chart with sub consultants; an analysis of the project budget, particularly taking into consideration the requirements of the College's Facilities Design Manual and the Owner's Project Requirements for the Project.
3. An example of a Contractor Pre-Qualification Plan.
4. A proposed Gantt Chart Schedule for the Project from Conceptual Design through Completion.
5. Between three (3) and five (5) examples of similar projects, including; photos and/or renderings, a description of key elements and challenges, and both estimated and constructed costs for each project (with an explanation of significant deviations), estimated and actual design and construction durations, Owners point of contact (with phone number), and CM/GC point of contact (with phone number).
6. Resumes of key staff (Project Architects, Construction Administrators, Electrical Engineer, Mechanical Engineer, Civil Engineer, and Cost Consultant) proposed to support the design effort, including an indication of other projects on which the individual is assigned for the next 12 months.
7. Signed copies of all addendums issued to this advertisement.
8. Historically Underutilized Business (HUB) Certification for any entity proposed to support the effort of this contract.

**SELECTION CRITERIA**

In selecting the Architect, the College's Selection Committee will take into consideration qualifying factors addressed below with their relative weighting:

1. Specialized or appropriate expertise in higher education renovations, with an emphasis on phased projects within an occupied facility. 30%
2. An understanding of the College's Facilities Design Manual, the Owner's Project Requirements for the project, and the location in which the project will be executed. 20%
3. Qualifications and experience of proposed staff and consultant team. 20%
4. Quality of a Contractor Pre-Qualification Plan. 10%
5. Quality of the Architect's proposal (short list) and presentation, and answers to questions during any interviews (final interview). 20%
6. After Selection Committee Members' votes have been tallied and averaged, one half (1/2) additional point will be awarded to Historically Underutilized Business (HUB) certified proposers. Teams with at least one HUB-certified sub-consultant (necessary to support the effort of this contract), will be awarded one half (1/2) additional point. A maximum of one (1) additional point may be granted under this criterion.

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**Building S201 Phased Renovations Project Requirements**

July 31, 2025

**1. General Description**

This project will include:

- 1.1. Remodel of 1<sup>st</sup> floor spaces to support Student Center Functions, including LRC, Tutoring, Food Pantry, Study Rooms, and Lounge Space. This is estimated to encompass roughly 11,500 sf.
- 1.2. Remodel of some 2<sup>nd</sup> floor spaces to support HR, Student Success, and Security. This is estimated to encompass roughly 7,000 sf.
- 1.3. Subsequent to moving the LRC Functions from the 3<sup>rd</sup> to the 1<sup>st</sup> floor, remodel the 3<sup>rd</sup> Floor of the building to expand Science Labs, provide additional classroom space, and provide Academic Programs office space. This is estimated to encompass roughly 12,000 sf.
- 1.4. Minor Renovation and refresh finishes throughout the building, including replacement of all 2x4 ceiling grid and tile with the college standard 2x2. This could include up to 35,000 sf.
- 1.5. Improve the energy efficiency of the building, including improvements in its air tightness, improvement of lighting, and inspections of all power panels and electrical motors.
- 1.6. Refresh restrooms to improve function, appearance, and efficiency. Expand the 1<sup>st</sup> and 3<sup>rd</sup> floor restrooms to accommodate an ADA compliant toilet stall.
- 1.7. Installation of a Mass Notification System appended to the existing Notifier Fire Alarm System.

**2. Project Budget**

Soft Costs:	\$ 672,000
Construction Costs:	\$7,000,000
Contingency:	\$ 350,000
Other Costs:	<u>\$ 378,000</u>
Total	\$8,400,000

**3. General Project Requirements**

3.1. Owner Directives

- 3.1.1. The Project will be designed using the February 2024 RCCC Design Manual, which shall be included by reference in the Design Contract.
- 3.1.2. Project is planned to be constructed through the Design-Bid-Build method of delivery.
- 3.1.3. Test and balance of the building will be required.
- 3.1.4. Review the OC-25 and become familiar with the Conceptual Space Plan and Budget Estimate for the Project.
- 3.1.5. The design should be organized such that the project could be accomplished within an occupied building.

3.2. Approvals

- 3.2.1. Cabarrus County is the Authority Having Jurisdiction (AHJ) and will issue Building Permits and perform building inspections.
- 3.2.2. Other Permits as required by AHJ.
- 3.2.3. As a formal project (over \$500,000), the project will be reviewed, approved, and administered under State Construction Office requirements, however, the following will be required:
  - 3.2.3.1. Standard SCO Design Contract will be utilized for all Design Phases after

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Pre-Planning, with scope requirements of the Owner, beyond those of SCO, carried as Additional Services.

- 3.2.3.2. Architect shall use SCO GC Prequalification, bidding, and contract documents.
- 3.2.3.3. Project shall be constructed under the SCO Formal Single-prime Construction Contract.
- 3.2.3.4. Project stakeholders will be interviewed by the Architect; and Conceptual, Design Development, and Final Construction Documents will be presented to stakeholders by the Architect and Design Team.

3.3. Standards

- 3.3.1. Design the Building to comply with WELL Building Standard WELL V2 New and Existing Interiors with identified Optimizations. The architect will be responsible for the compliance, ensuring design and contract documents meet identified requirements, securing necessary data, and filling out score cards. The following Optimizations will be sought:
  - Design to ANSI/ASHRAE/IES/USGBC Standard 189.1-2017.
  - Maximize natural daylighting.
  - Use high-efficiency lighting and occupancy sensors.
  - Design high-performance mechanical systems.
  - Ensure systems are simple and easy to maintain.
  - Group similar functions into shared mechanical zones.
  - Specify Energy Star-rated equipment.
  - Eliminate ozone-depleting materials.
  - Integrate renewable or alternative energy sources.

3.4. Drawing Requirements:

- 3.4.1. Compliance with RCCC Facility Design Manual 2024 Edition.

3.5. Basis of Design

- 3.5.1. Door hardware to use the Alegion family of products (Schlage, Von Duprin, LCN, etc.) as the basis of design and as the Owner's Preferred Alternate in Bid Documents. Keying system to be Schlage Everest "R" Small Format. Coordinate with Scott Adamczak with Alegion at (704) 894-0728 to develop the door hardware schedule.
- 3.5.2. Electronic Access Control System shall be Aviglion, with installation by an authorized integrator. All associated hardware will be approved by Aviglion for integration into their system.
- 3.5.3. Video Surveillance System will be IP Configure, and all cameras and associated hardware will be approved by IP Configure for integration into that system.
- 3.5.4. Fire Alarm and Mass Notification System will use Notifier voice annunciated fire alarm system, with integrated Mass Notification as the basis of design, and as an Owner's Preferred Alternate in the Bid Documents. Systems will seamlessly integrate into the existing North Campus Notifier Fire Alarm and Mass Notification System and must include a Notifier system integrator to ensure complete interoperability.

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- 3.5.5. Interior Wayfinding Signage will use the College Standard APCO Signs as the basis of design and as the Owner's Preferred Alternate in Bid Documents
- 3.5.6. Shaw Contract flooring 24" carpet tiles as the basis of design and as the Owner's Preferred Alternate in Bid Documents.
- 3.5.7. Shaw Contract Flooring LVT as the basis of design and as the Owner's Preferred Alternate in Bid Documents.

**4. Building Design**

**4.1. Building Requirements**

**4.1.1. Envelope**

**4.1.1.1. Fenestration:**

- 4.1.1.1.1. Storefront – Any new Storefront will match the existing, and shall be thermally broken, insulated, Low E glass. Inspect all existing storefront and replace components where necessary.
- 4.1.1.1.2. Storefront Doors – Any new doors shall be wide stile, insulated, low E glass, configured for electric hardware, piano hinges, power transfer, with stainless steel hardware. Inspect all existing doors and replace all door sweeps, gaskets, rubber stoppers, etc. where necessary. Replace any glass with breach-resistant glass.
- 4.1.1.1.3. Windows – Inspect all windows and replace:
  - 4.1.1.1.3.1. Failed insulated glass where necessary;
  - 4.1.1.1.3.2. Gaskets and other components that are failing or past their useful life.
- 4.1.1.1.4. Existing Steel Doors – Inspect and, if necessary, replace. Doors should be insulated, galvanized, morticed hardware, configured for electric hardware, and anti-tamper hardware. If re-used, refinish and provide new hardware, gaskets, bumpers, sweeps, and stops where appropriate.

4.1.1.2. Insulation – It is the intent to achieve a highly efficient envelope for the space to enhance its energy efficiency and acoustical performance. In order to enhance the thermal performance of the building envelope add, replace, and upgrade insulation where accessible.

4.1.1.3. Caulking/Sealing – In order to minimize outside air and water infiltration add, replace, and upgrade caulking and sealing where necessary.

4.1.1.4. Window Shading System: The Vertical Strip Blinds will be replaced with College standard roller blinds throughout. Classrooms and Conference Rooms will receive dual roller translucent/blackout shades.

**4.1.2. Interior**

**4.1.2.1. Walls**

4.1.2.1.1. Metal Stud and Gypsum Board. Configured and insulated as appropriate to achieve the desired acoustics. Painted.

4.1.2.1.2. Install stainless steel corner guards throughout on all exterior corners

**4.1.2.2. Ceilings**

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- 4.1.2.2.1. Acoustic Ceiling Tile: Replace all 2x4 grids and tile throughout the building with college standard 2x2 grid and tiles.
- 4.1.2.2.2. If it is not already completed, replace 2x4 ceiling tile in the restrooms with suspended drywall ceilings. Adjust/replace lighting and other ceiling-mounted components, and add keyed access hatches, as necessary.
- 4.1.2.3. Floors
  - 4.1.2.3.1. Carpet - 24" carpet squares where appropriate.
  - 4.1.2.3.2. Luxury Vinyl Tile (LVT) 24" square installed where appropriate. Remove all existing VCT and replace it with LVT. Match Existing.
  - 4.1.2.3.3. Painted Concrete where appropriate.
- 4.1.2.4. Fenestration
  - 4.1.2.4.1. New Interior Doors: Pre-finished Solid Core Wood Doors and Hollow Metal Frames to match existing. Match existing hardware. Shall include acoustic gasketing, where appropriate. New Door Frames to Classrooms, Labs, Offices, Lounges, and Conference Rooms will have side lights, and where appropriate transom lights.
  - 4.1.2.4.2. Existing Interior Doors: Inspect, and if deemed acceptable, refinish and provide new hardware, gaskets, bumpers, sweeps, and stops where appropriate. Ensure all offices, classrooms, labs, etc. have locksets that allow the door to be locked from inside the space.
  - 4.1.2.4.3. Interior Windows: Interior window frames are to be hollow metal. Where appropriate to mitigate sound double-paned glass shall be utilized. Replace any existing door side lights with breach-resistant glass.
  - 4.1.2.4.4. Doors in Corridor 100 on the 1<sup>st</sup> floor of the building will be installed to enclose the resulting space as a Best Available Refuge Area (BARA). These double doors will be hollow metal with securing hardware and magnetic hold open devices to keep them normally out of the flow of traffic in the corridor. Doors will be painted to match adjacent walls to blend into them to the greatest extent possible.
  - 4.1.2.4.5. Window Shades will be installed where appropriate.
- 4.1.2.5. Fit Out
  - 4.1.2.5.1. Movable Partitions shall be installed in spaces requiring that flexibility. Partitions will provide appropriate sound isolation and surface durability.
  - 4.1.2.5.2. All new, and any replacement, countertops are to be engineered quartz composite.
  - 4.1.2.5.3. Interior Signage and Room Numbers will meet the campus standard. Remove, and retain for later reinstall any existing signs removed during demolition.
  - 4.1.2.5.4. Install Emergency Procedures and Evacuation Plans in appropriate sleeves in any newly created occupiable spaces.
- 4.1.3. Systems
  - 4.1.3.1. General:
    - 4.1.3.1.1. None.
  - 4.1.3.2. Lighting

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- 4.1.3.2.1. Inspect all existing LED lighting and repair/replace any units not functioning properly.
- 4.1.3.2.2. Replace any remaining fluorescent or incandescent lighting with high-efficiency LED
- 4.1.3.2.3. Ensure differing lighting intensity, coverage, and temperature needs are addressed in each use of space.
- 4.1.3.3. Mechanical
  - 4.1.3.3.1. Upgrade any existing components and configure new equipment to be fully integrated into the college-wide Tridium Niagara N4 system.
  - 4.1.3.3.2. Inspect all existing HVAC components and repair/replace any equipment not functioning properly.
  - 4.1.3.3.3. Upgrade/replace any pneumatic powered HVAC controls and components with DDC controls.
  - 4.1.3.3.4. Newly created classroom and lab spaces will be ventilated with the displacement air method of supply.
  - 4.1.3.3.5. Inspect, test, calibrate all sensors, and if necessary, replace them.
  - 4.1.3.3.6. Full Test and Balance of the building at completion of the project.
- 4.1.3.4. Electrical:
  - 4.1.3.4.1. Replace all electrical panels and internal componentry greater than 30 years old. For panels less than 30 years old, inspect (thermal, visual, etc.) repair/replace components where necessary. Provide updated panel schedules for all panels.
  - 4.1.3.4.2. Replace all electric motors greater than 15 years old with new high efficiency motors. For motors less than 15 years old, inspect (thermal, visual, vibratory) and where not functioning properly replace them. Consider installing variable frequency drives and adjustable speed motors where appropriate.
  - 4.1.3.4.3. Replace all transformers greater than 25 years old with new high efficiency transformers. For panels less than 25 years old, inspect (thermal and visual), and where not functioning properly, replace them.
  - 4.1.3.4.4. Ensure adequate convenience power outlets throughout.
- 4.1.3.5. Life Safety:
  - 4.1.3.5.1. Fire Alarm: Modify the existing Notifier Fire Alarm System into a voice annunciated system (replace cable and horn/strobes). Extend the voice annunciated Fire Alarm System into all new spaces.
  - 4.1.3.5.2. Mass Notification: Mass notification shall be appended to the existing fire alarm system. System shall be ADA compliant (audible and visual), with one strategically placed digital message board on each floor. The control system shall be located in the Security Office.
- 4.1.3.6. Data/Telecommunications:
  - 4.1.3.6.1. Expand the existing Data Network as appropriate.
  - 4.1.3.6.2. Expand the existing Electronic Access Control System as appropriate.
  - 4.1.3.6.3. Expand the existing Video Surveillance System where appropriate.

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4.1.3.6.4. Remove all redundant copper communications cable.

5. Building Space Plans (Existing Conditions)

**First Floor:**

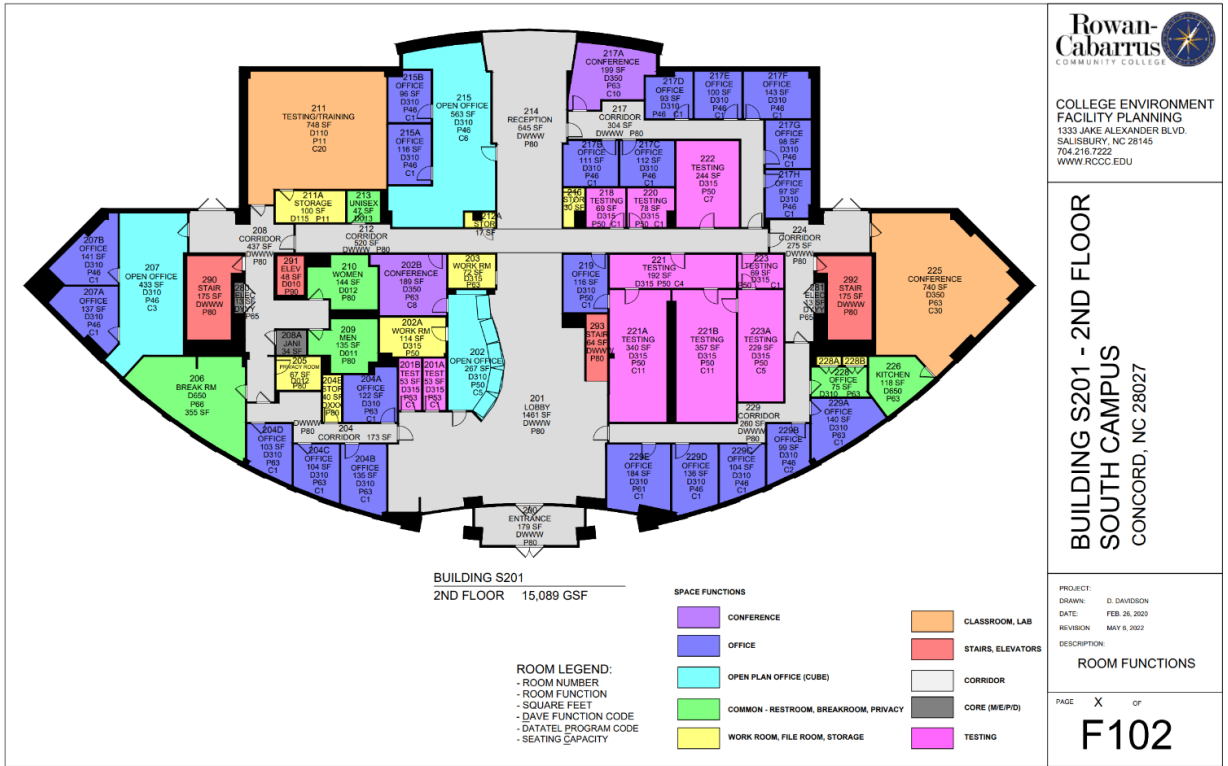


# Rowan-Cabarrus Community College

## Building S201 Phased Renovations Project Requirements

July 31, 2025

### Second (Main) Floor:



**Rowan-Cabarrus**  
COMMUNITY COLLEGE

COLLEGE ENVIRONMENT  
FACILITY PLANNING  
1333 JAKE ALEXANDER BLVD.  
SALISBURY, NC 28145  
704.216.7222  
WWW.RCCC.EDU

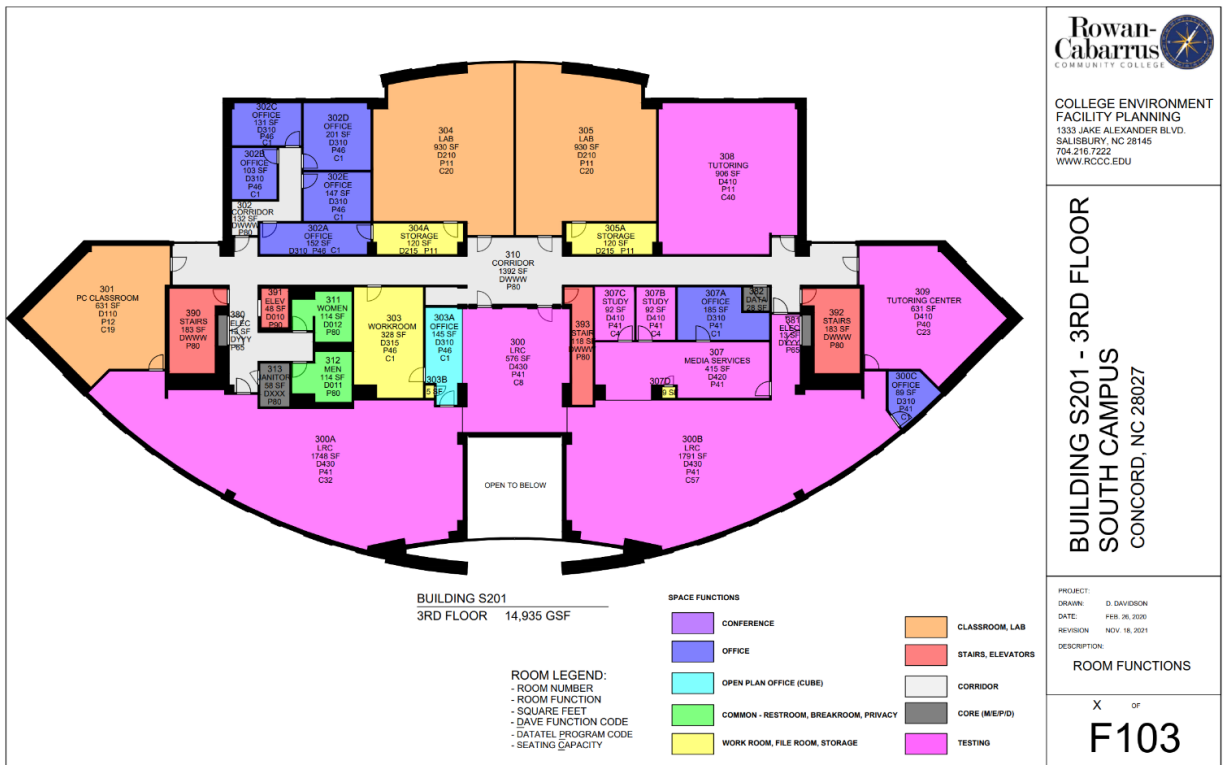
**BUILDING S201 - 2ND FLOOR**  
**SOUTH CAMPUS**  
CONCORD, NC 28027

PROJECT: D. DAVIDSON  
 DRAWN: FEB. 26, 2023  
 REVISION: MAY 9, 2023

DESCRIPTION:  
**ROOM FUNCTIONS**

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### Third Floor:



**Rowan-Cabarrus**  
COMMUNITY COLLEGE

COLLEGE ENVIRONMENT  
FACILITY PLANNING  
1333 JAKE ALEXANDER BLVD.  
SALISBURY, NC 28145  
704.216.7222  
WWW.RCCC.EDU

**BUILDING S201 - 3RD FLOOR**  
**SOUTH CAMPUS**  
CONCORD, NC 28027

PROJECT: D. DAVIDSON  
 DRAWN: FEB. 26, 2023  
 REVISION: NOV. 16, 2021

DESCRIPTION:  
**ROOM FUNCTIONS**

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**F103**