

<b>Department/Agency</b>	NC Department of Adult Correction
<b>Project Title</b>	Caswell Correctional Center - Detention Window Replacements
<b>Design Services</b>	Architecture/Engineering
<b>Scope of Work</b>	<p>The NC Department of Adult Correction invites experienced design firms to submit qualifications to provide design and construction administration services for replacement of damaged, outdated, and inefficient windows throughout the 5 Buildings at the Caswell Correctional Center located near Yanceyville, NC.</p> <p>Full design services are required and will include all submittal requirements for the State Construction Office for all submittal phases, Cost Estimates updated at each phase with each SCO submittal, with Technical Specifications <i>edited with Masterworks</i> in Masterspec 2006, bidding services, construction administration services, record drawings in both AutoCAD (latest version) and Revit, and project closeout as defined by the State Construction Manual (Twelfth Ed.) dated March of 2019.</p>
<b>Contact</b>	Mark Lyons
<b>Telephone</b>	(919) 324-1263
<b>Email</b>	<a href="mailto:mark.lyons@dac.nc.gov">mark.lyons@dac.nc.gov</a>
<b>Total Project Budget</b>	\$6,000,000
<b>Source of Funds</b>	2024-2025 Repairs & Renovations Reserve
<b>Approved OC-25 #</b>	#202752520111
<b>Publish Date</b>	<b>July 7, 2025</b>
<b>Closing Date</b>	<b>Thursday August 7, 2025 @ 4:00 PM</b>
Submit THREE (3) Copies of Letter of Interest and SF-254 (Mailing Address):	<p>Department of Adult Correction Attn: Mark Lyons, DECM 4216 Mail Service Center Raleigh, NC 27699-4216</p> <p>If using the Mailing Address method, please allow several days for delivery. Using the Delivery Address method, as identified below, is highly recommended.</p>
<b>Submit THREE (3) Copies of Letter of Interest and SF-254: Physical Location for Fed Ex/UPS Delivery (Delivery Address):</b>	<p><b>Department of Adult Correction</b> <b>Attn: Mark Lyons, DECM</b> <b>2020 Yonkers Road, Door #4</b> <b>Raleigh, NC 27604</b></p>
<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>NC Board of Architecture: (<a href="http://www.ncbarch.org">http://www.ncbarch.org</a>) NC Board of Examiners for Engineers &amp; Surveyors: (<a href="http://www.ncbels.org">http://www.ncbels.org</a>) NC Board of Landscape Architects: (<a href="http://www.ncbola.org">http://www.ncbola.org</a>)</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.