

**Wilson Community College: Request for Qualifications (RFQ) for Commissioning Agent**

Department/Agency	Wilson Community College
Project Title	Biologics Workforce Training Center
Commissioning Services	Commissioning Agent
Scope of Work	Seeking commissioning services for a new building construction of a single-level, 30,000 GSF training center at the North Campus at 587 Site. The facility will provide general laboratories and simulated cleanroom environments that facilitate knowledge-based and hands-on skills training on biomanufacturing processes and equipment, including procedures required to meet the expectations of agencies that regulate medical products. Training spaces will feature the same process and testing equipment used by most companies that manufacture biopharmaceutical and industrial bioproducts. If local companies use specialized equipment, similar equipment will be installed in the training center. Flexibility in facility design is critical so that the laboratories and simulated cleanroom environments can be scheduled for academic courses, continuing education, and customized industry training; as well as be adaptable for emerging and/or shifting industry training needs.
Contact	Will Robl
Telephone	252-246-1240
Email	<a href="mailto:Manager-Purchasing@wilsoncc.edu">Manager-Purchasing@wilsoncc.edu</a>
Total Project Budget	\$30,000,000
Source of Funds	NC General Assembly Appropriation
NCCCS #	2831
Publish Date	08/26/2025
Closing Date	09/18/2025 at 2 pm
Submit Three (3) Hard Copies and One (1) Electronic Copy of Statement of Qualifications	Wilson Community College 902 Herring Ave E F Building, Business Office Suite Wilson, NC 27893 <b>***Please include electronic copy on flash drive***</b>
Physical Location for Fed Ex/UPS Delivery:	Wilson Community College 902 Herring Ave E F Building, Business Office Suite Wilson, NC 27893
Commissioning Authority	Per Section 704 of the State Construction Manual:  A. Requirement for Commissioning: Commissioning is required on State projects according to GS 143-135.37(d) and the State Construction Building Commissioning Guidelines. In general, the Commissioning Authority will be under a separate contract with the Owner, but projects under the 20,000 square footage threshold of GS 143-135.37, with some exceptions, may be commissioned by the Designer.  B. Responsibilities of Commissioning Authority: The Commissioning Authority responsibilities will include review of component and equipment submittals by contractors, review of systems to be commissioned, and review the contractor's pre-functional/start-up check lists. The Commissioning Authority will provide the projects functional testing procedures, validate the Test, Adjust, and Balance effort, and lead functional acceptance testing of commissioned systems. The Commissioning Authority will also review and approve training agendas, operation and maintenance manuals, project as-built documentation and record documents. Functional testing must be completed satisfactorily prior to final acceptance of the project.

	<p>C. Commissioning Report: Evidence of completed functional testing is sufficient to accept the building at the final inspection. The commissioning report should be provided to the Owner no later than the project closeout phase, which is within 60 days of project acceptance.</p>
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