

Department/Agency	NC Department of Transportation
Project Title	Division 7 Office - Roof Replacement
Design Services	Architecture/Engineering
Scope of Work	Portions of the existing roof for the Division 7 Office (16,381 SF of a total of 21,567 SF) are past warranty, have reached end-of-life, and are leaking. The remaining portion of the roof is under warranty until 2039. The existing roof is a single-ply PVC or TPO membrane at area B and metal batten seam roof at area C. Work to include demolition of old roof down to steel decking/frame and installation of 2-ply polyiso board & bitumen roof at area B and batten seam roof at C. The Division 7 Office is located in Greensboro, NC (Guilford County).
Contact	Alicia Wright
Telephone	919-218-1721
Email	arwright3@ncdot.gov
Total Project Budget	\$743,000
Source of Funds	Highway Fund
Approved OC-25 #	#20274280002
Publish Date	March 11, 2025
Closing Date	Wednesday - March 26, 2025 @ 4:00 PM
Submit THREE (3) Copies of Letter of Interest and SF-254 (Mailing Address):	NCDOT Facilities Management Unit 1525 Mail Service Center Raleigh, NC 27699-1525
Physical Location for Fed Ex/UPS Delivery (Delivery Address):	NCDOT Facilities Management Unit 1 S. Wilmington St, Room 406A Raleigh, NC 27601
NC Licensing Statement	<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: (http://www.ncbarch.org) NC Board of Examiners for Engineers & Surveyors: (http://www.ncbels.org) NC Board of Landscape Architects: (http://www.ncbola.org)</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.