

Department/Agency	NC State Bureau of Investigation
Project Title	SBI Building 9 - Roof Replacement and HVAC Improvements
Design Services	Engineering/Architecture
Scope of Work	<p>The North Carolina State Bureau of Investigation invites experienced design firms to submit qualifications to provide full architectural and engineering design services for the SBI Building 9 Roof Replacement and HVAC Improvements. SBI Building 9 is located at the Garner Road Complex in Raleigh, NC.</p> <p>The project includes replacement of the existing built-up asphalt roof and insulation (approximately 6,000 SF) with a new modified bitumen roof system and insulation, replacement of existing rooftop equipment curbs if needed, and replacement of roof edge flashing/coping.</p> <p>The project also includes replacement of the existing obsolete HVAC DDC controller with new DDC controller, and assessment of the HVAC system and repair of an intake fan at the existing rooftop HVAC system as needed.</p>
Contact	John Biggs, RA
Telephone	984-292-4468
Email	jbiggs@ncsbi.gov
Total Project Budget	\$756,000
Source of Funds	2024-2025 Repairs & Renovations Reserve
Approved OC-25 #	#20253650021
Publish Date	August 7, 2025
Closing Date	Thursday - August 28, 2025 @ 4:00 PM
Submit THREE (3) Copies of Letter of Interest and SF-254 (Mailing Address):	North Carolina State Bureau of Investigation Attn: John Biggs, RA 3320 Garner Road Raleigh, NC 27610
Physical Location for Fed Ex/UPS Delivery (Delivery Address):	North Carolina State Bureau of Investigation Attn: John Biggs, RA 3320 Garner Road Raleigh, NC 27610
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.