



WINSTON-SALEM STATE UNIVERSITY

**Eller Hall Renovation
Project Summary (Designer Solicitation)
Winston Salem State University
July, 29, 2024**

Project Description:

Winston Salem State University (WSSU) is seeking professional design services to complete the Advanced Planning/Programming, Schematic Design, Design Development, Construction Documents, Bidding, Construction Administration, and Closeout for the renovation and addition to the WSSU Eller Hall building. The selected design team will be retained for all design phases as noted at the University's option. Please reference the NC State Construction manual Chapter 500, 600, and 700, at the webpage <https://ncadmin.nc.gov/documents/construction-manual> for all state requirements of each phase.

Project Scope:

Eller hall is an existing 16,430 square foot, three story structure on the campus of Winston Salem State University. Eller Hall recently housed various academic support centers which have been relocated. The vacant building will be repurposed to accommodate the specific program needs for Human Resources, Budget Office, and Business Services. The building was constructed in 1938 and received minor renovations throughout its history.

The project will consist of a comprehensive renovation of architectural and structural elements, mechanical, electrical, plumbing, fire safety systems, civil engineering, utility connections, landscaping, building envelope repairs, and the demolition of Fine Arts building.

The expansion of Eller Hall will incorporate an elevator and a possible monumental stair tower.

The construction budget is \$10,800,000.00.

Project Site:

Eller Hall is in the central area of campus, off Martin Luther King Jr. Dr. and facing a primary pedestrian walkway across from O'Kelly Library.

Schedule:

Advertisement Posted for Qualifications	Monday, July 29, 2024
Advertisement Posted WSSU Website	Wednesday, July 31, 2024
Deadline for Questions	Friday, August 16, 2024
Letters of Qualifications Due	Thursday, August 29, 2024

Owner Shortlist & Interview Consultants	(Start)	Monday, August 26, 2024
	(End)	Monday, September 9, 2024

The project will begin immediately following the execution of a contract.

Design Process:

The selected firm will work through the Winston Salem State University Department of Design and Construction with a building planning committee that includes user representatives. The design and construction of this project will include normal involvement of the State Construction Office.

Critical Selection Factors:

Interested firms can participate in the process by submitting a current SF-330 form and addressing the following in a written proposal. Please deliver three bound hard copies of the submittal, along with one electronic copy assemble into a single file, (on a USB drive attached to the printed submittals), to address the criteria listed below. The length should be limited to twenty (20) single sided, 8.5"x11" paper sheets, or ten (10) double sided, excluding the SF-330, and the front and back cover). Firms are requested to ensure receipt of proposals at the address listed below by 5:00 pm on the closing date as listed above. The standard 330 form can be found at:

<https://www.doa.nc.gov/divisions/state-construction-office/forms-documents#Tab-AdministrationandDesignContract-7336>

Include, in your proposal, information addressing the state required selecting criteria listed below. Please replicate the numerical identification and order in your proposal to coordinate with the items as specified below:

- (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 project is located.
- (9) Record of successfully completed projects without major legal or technical problems.
- (10) Experience with the CM at Risk delivery method.
- (11) Other factors that may be appropriate for the project.
- (12) UNC adds HUB participation on the design team/consultants.

Designer Selection Process:

Members of the selection committee will review submittals to assess qualifications of design teams and will select a minimum of three firms to be interviewed. Shortlisted design teams will be notified and scheduled for interviews when selected. Following the interviews a recommended ranking order will be proposed for consideration and approval by the Chancellor and University Board of Trustees. The next Board of Trustees meets as follows:

BOARD OF TRUSTEES

Shortlist / Drafted =

Tuesday, September 3, 2024

Agenda Item Deadline

Thursday, September 5, 2024

Final Board Mat. Sent BOT

Thursday, September 19, 2024

Committee & Bd. Mtg (Virtual - Full bd.)

Friday, September 20, 2024

Questions/Proposal Submittal:

In order that the selection process is as objective as possible, do not contact members of the Board of Trustees, or any university officials other than the project manager. All questions and project submittals are to be directed to either of the following:

H. Reginald Lee, PE
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Associate Vice-Chancellor of Facilities
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