



# WINSTON-SALEM STATE UNIVERSITY

## Hauser Hall Renovation and Expansion Building Commissioning RFQ Winston-Salem State University January 24, 2025

### Description

Winston-Salem State University (WSSU) is performing a renovation and expansion to the Hauser Hall building and seeking qualifications for commissioning agents. Originally built in 1971, the building will be transformed to serve as the new music education facility for the University. A new addition will be constructed that will house a new band room and a new choir room, and the existing portion will be fully renovated. We are seeking mechanical, electrical, plumbing, and building envelope commissioning services. The project is currently in the final stages of Design Development with Michael Graves' Winston-Salem office as the architecture firm leading the project and D.A. Everett+Christman as the construction manager.

### Project Scope

Building commissioning services shall be from the Construction Documentation through the end of the warranty period. The full scope of building commissioning shall be as required by GS 143-135.35 through G.S. 143-135.40 and as incorporated into the NC State Construction Manual.

### Project Schedule

Design Start – August 2023 (Under Design)

Anticipated Construction Start – September 2025

Anticipated Completion – Spring 2027

### Qualifications

The CxA must be a registered engineering firm in the State of North Carolina and the selection process will be based upon qualifications. The CxA must exhibit the basic qualifications outlined in the State Construction Office Building Commissioning Guidelines for Third Party Commissioning. <http://www.nc-sco.com/guidelines.aspx>

### 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. Digital submissions only will be accepted. The length should be limited to 20 pages, exclusive of the SF 330. Firms are requested to assure receipt of proposals at the email address listed below by **3:00pm February 18, 2025**. If you have not received confirmation promptly upon delivery, please contact University Architect, Sam Loso.

### Criteria:

1. Experience and expertise in the project type being evaluated.
2. Past performance on similar projects

3. Experience in commissioning projects that are part of an existing campus context.
4. Adequate staff and proposed consultant team – examples of previous collaborations.
5. Historically Underutilized Business representation in proposed consultant team
6. Current workload and State projects awarded.
7. Methodology for project execution – I.E. collaborative platforms, item tracking, and communication formats.
8. Record of successfully completed projects without major legal or technical problems.
9. Other factors which may be appropriate to the project.

### **Selection Process**

A Pre-submittal Meeting will not be held. Deadline for submission of questions is Tuesday, February 11, 2025. Deadline for Submissions is **February 18<sup>th</sup>, 2025 by 3 pm to [lososr@wssu.edu](mailto:lososr@wssu.edu)**. Shortlisted firms will be notified by February 19, 2025 and interviews will be held on Tuesday, February 25, 2025 at the WSSU Design and Construction offices. Following the receipt of proposals, a University Committee will review proposals, create shortlist, conduct interviews and make a recommendation of selection to the University Board of Trustees

### **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:

Sam Loso  
University Architect  
Winston-Salem State University  
Winston Salem, NC 27101  
Tel: (743) 207-1456  
Email: [lososr@wssu.edu](mailto:lososr@wssu.edu)