Project Summary

Project Description

The purpose of this master planning effort will be to develop a new master plan to respond to the changing needs of the University and in keeping with the Appalachian State University’s Strategic Plan 2022-2027. This document can be found at https://www.appstate.edu/about/strategic-plan/. The current master plan, “Master Plan 2025: A Living Document” can be viewed at https://www.appstate.edu/appalachians-future/building-physical-infrastructure/master-plan/

The focus of this master planning initiative will be for both the Boone and Hickory Campuses: a) site development including potential building sites, circulation patterns (vehicular, bicycle and pedestrian), parking and street network planning, b) overall physical massing, c) infrastructure, utilities & landscape design, and d) visual presentation materials.

The University envisions an inclusive and collaborative planning effort that will include faculty, staff and students as well as members from the Town of Boone, Watauga County, City of Hickory, Catawba County and the community.

Project Budget

The total project budget including all design fees, construction, possible materials abatement and contingencies is $724,000.

Schedule

Project schedule, including time for agency reviews, is as follows:

<table>
<thead>
<tr>
<th>Event</th>
<th>Date</th>
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</thead>
<tbody>
<tr>
<td>Proposals Due</td>
<td>September 14, 2023</td>
</tr>
<tr>
<td>Shortlist Firms</td>
<td>September 21, 2023</td>
</tr>
<tr>
<td>Conduct Interviews</td>
<td>October 11, 2023</td>
</tr>
<tr>
<td>Design Start</td>
<td>November 2023</td>
</tr>
<tr>
<td>Design Completion</td>
<td>May 15, 2024</td>
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</tbody>
</table>

Critical Factors

In order to offer architectural or engineering services in response to this solicitation, the proposer must be licensed in the State of North Carolina.

Interested firms can participate in the process by submitting a current SF330 form, for lead firm and major consultants, addressing the following in a written proposal.

1. Experience and expertise in the project type being evaluated.
2. Past performance on similar projects.
3. Experience in design projects as part of an existing campus context.
4. Adequate staff and proposed consultant team – qualifications, related similar experience and examples of previous collaborations.
5. Historically Underutilized Business representation in proposed consultant team.
7. Proposed design approach or methodology.
8. Recent experience with project cost estimates and schedule adherence.
9. Construction administration capabilities.
10. Record of successfully completed projects without major legal or technical problems.
11. Other factors which may be appropriate to the project.

**Proposal Requirements**

Submit only one hardcopy of the proposal and SF330 and electronic files of the same on a USB thumb drive. Submission to be limited to 20 pages one-sided or 10 pages two-sided, exclusive of the SF330, tab sheets, front and back coversheets. Proposals are due by 4:00 PM on September 14, 2023. Firms are responsible for insuring proposals are received by the due date.

**Communication**

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:

Mike Kapp, Project Manager  
Office of Planning, Design & Construction  
2458 Hwy 105 S.  
Boone, NC 28607  

ASU Box 32050  
Boone, NC 28608-2050  
828-262-8787  
kappmj@appstate.edu