

**Professional Commissioning Services for
Sanford Hall Complete Renovation**
Appalachian State University Project # 20190228
January 30, 2019

Project Summary

Project Description

This project will completely renovate and modernize the 50-year-old Sanford Hall. The 73,913 GSF facility currently supports approximately 4,600 students per day (including all STEM students). The renewal project will gut and replace the building's electrical and mechanical systems, windows, roofing, fire alarm system, elevator system(s), and IT infrastructure. Additional project requirements will be given to the teams that are short listed and/or selected.

Construction Budget

The total project budget is \$18,006,545.

Schedule

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

Advanced Planning	Complete
Schematic Design/Development Design Combined	Dec 2018 – Feb 2019
Construction Documents	Mar 2019 – Jul 2019
Construction	Aug 2019 – Nov 2020

Critical Factors

In order to offer commissioning 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, addressing the following in a written proposal.

1. Experience and expertise with similar projects, including but not limited to LEED certified projects. Provide brief narrative indicating relevance to proposed project.
2. Past performance on similar projects. Provide brief narrative indicating relevance to proposed project.
3. Experience with campus design projects.
4. Experience with public private partnerships.
5. Experience with Design-Build projects.
6. Adequate staff and proposed team who have similar project experience.
7. Current workload and State projects awarded.
8. Proposed Commissioning approach or methodology
9. Owner's representative capabilities
10. Record of successfully completed projects without major legal or technical problems
11. Other factors which may be appropriate for the project

Please note that three (2) copies of the letter of interest are requested, limiting the length to 20 pages (or 10 front and back) per copy, exclusive of the SF330). Please include an electronic copy as well (flash drive is preferable). **Proposals are due by 4:00 PM on February 14, 2019.**

Firms are responsible for insuring proposals are received by the due date. Late submittals will not be considered. Email and/or Fax submittals will not be accepted. Firms will be notified the week of February 18, 2019. Interviews will be conducted the later part of the week of February 25, 2019.

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:

Neal Castle Winebarger, PE (Project Engineer)
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