Project Summary

**Project Description**
Appalachian State University is accepting proposals for Advance Planning Services to investigate and recommend reconstruction, addition and/or renovation of the Appalachian 105 property for the relocation of Track and Field, Tennis, and Softball facilities. Appalachian State University, Division of Athletics currently houses and operates these facilities on its main campus. The new facility is targeted to expand these programs and provide adequate and NCAA regulation compliant facilities.

The new facility will provide team space, offices, storage, and corresponding field/court space for Track and Field, Tennis, and Softball. The anticipated facility will be located on the southern portion of Appalachian 105 (Old Watauga High School). The successful Advanced Service Provider will have the opportunity to continue with the project design team for the subsequent design and construction phases.

Further information on the current Program and Facility can be found at: [https://appstatesports.com/index.aspx](https://appstatesports.com/index.aspx).

The selected firm will enter negotiations for a Planning Services Fee Proposal that will include the following elements:

- Investigation and familiarization with the current ASU Track, Tennis, and Softball programs.
- Develop comprehensive facility requirements based on the agreed program goals and current applicable city, county, state and federal regulations.
- Prepare and present recommendations to the Planning Committee and University Leadership with a multimedia presentation including 3D color graphics.
- Investigate, evaluate and recommend site options for the future facility including estimated costs, schedule and critical infrastructure evaluations.

**Project Budget**
There is an approved project authorization for $1,180,000 for the design documents. The total project cost is projected to be $11,800,000. This figure is preliminary and subject to revision based on the accepted development plan.

**Design Process**
The selected firm will work directly with a building committee comprised of representatives of the user group and the Office of Planning, Design & Construction. Formal communication with the University will be through the Project Manager.

**Schedule**
Funding has been identified for design only. Design Schedule, including time for agency reviews, is as follows:

- Advanced Planning: Nov 2018-Jan 2019
- Schematic Design: Feb 2019-April 2019
- Design Development: May 2019-July 2019
- Construction Documents: Aug 2019-Sept 2019
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
6. Current workload and State projects awarded
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

Please note that only one copy of the proposal is requested, limiting the length to 20 pages (or 10 front and back), exclusive of the SF330). Firms should consider sustainable practices with regard to proposals such as printing double sided, stapling and using recyclable materials. Proposals are due by 4:00 PM on November 2, 2018. Firms are responsible for ensuring proposals are received by the due date.

Communication

In order that the interview and selection process be as objective as possible, you are instructed not to communicate with any of the University Trustees or anyone at the University regarding this project. Direct your questions to:

W. Brett Scantlin, PE - Project Manager
Office of Planning, Design & Construction
ASU Box 32050
Boone, NC 28608-2050
828 262-8856
scantlinwb@appstate.edu