



REQUEST FOR QUALIFICATIONS (RFQ) UNPACKED

2019 ACCFO ANNUAL CONFERENCE

Solicitation for Qualifications

Owner's Tool Box

Tool Box:
Selection Process
Pre-Visioning + Priority Session

ADVANCE INDUSTRIES BUILDING - CLASSROOMS + PARK DECK

Q: WHO?
- IS OUR TARGET?

STUDENTS

- MOTIVATED
- CAREER FOCUSED
- TECHNICAL APTITUDE
- CREATIVE NATURE
- TINKERERS
- PROJECT BASED LEARNERS
- SELF STARTERS
- * ENTREPRENEURS
- RETOOLING/BACK FROM INDUSTRY
 - MILITARY
 - NON TRADITIONAL + TRADITIONAL
- APPRENTICESHIPS
- PARTNERSHIPS
 - CORPORATE
 - EARLY COLLEGE
- SPECIALIZED INDUSTRY TRAINING
- COLLABORATIVE METHOD

WHAT:

- IS MAIN GOAL?
- WELCOMING
- WORKFORCE DEVELOP
- CREATING INNOVATIVE ENVIR.
- PROBLEM SOLVERS
- GUIDANCE
- INITIATIVE
- CRITICAL THINKERS
- GROWTH VS FIXED MINDSET
- SELF AWARE
- OPPORTUNITY
- OPTIONS
- ENDURANCE/DURABILITY
- TRANSPARENT
- PURITY
- EFFICIENCY (OMIT CONFUSION)
- * PREPARING FOR THE FUTURE
- ADAPTABILITY
 - CHANGE IN TECHNOLOGY
- EXPOSURE/MANIPULATION
- STOP DOING OLD STUFF
- CONSOLIDATING
- START SPECIALIZING

HOW:

- KNOW THE PROJECT WAS SUCCESSFUL?
- FULL ENROLLMENT
- FULL EMPLOYMENT
- HIGH COMPLETION RATE
- CREATIVE PROJECTS
- COLLECTIVE
- EXCITING
- HIGH VALUE IN INDUSTRY
- BY CURRICULUM
- MEETING THE DEMANDS + CHANGING INDUSTRIES

PROJECT WHAT IT IS?

- REDUNDANCY
- SUSTAINABLE/SUSTAINABILITY
- PROUD/PRIDE
- SHOWCASE
- CLASSROOM (GP)
- LABS (OPEN)
- MULTI-USE/PURPOSE
- OFFICES (FACULTY/STAFF)
- HIGHWAY AREA
- MAKER SPACES
- COMMUNAL/COLLABORATIVE
- OUTDOOR CLASSROOM/SPACES
- DISPLAY/GALLERY
- HANDS ON/ENGAGING
- CAPTURE LEARNING (VIDEO)
- INNOVATION
- FLEXIBLE/ADAPTIVE
- MULTI-FITTED
- SIMULATION (REAL WORLD EXPERIENCE)
- NON-TRADITIONAL
- GRIT/FIT THE USE
- BUILDING SYSTEMS LEARNING
- TECHNOLOGY CAPABLE
- ACCESSIBLE/CLEAN

ISN'T IT?

- CON ED
- E-LEARNING
- TRADITIONAL
- JUST CLASSROOM BLDG
- GROW OUT OF
- JUST FOR THE STAKEHOLDER
 - NOT FOR NOW
- NOT STERILE
- NOT COLD, COLORLESS
- ENERGY HOG
- SHOE HORN
- NOISY

* WHAT DO WE PROMISE TO DO TO THROUGH THE PROJECT?

- OPEN TO COMPROMISE
- TRANSPARENT
- INVOLVED/IN THE LOOP
- NO AGENDA
- KEEP THE GOALS IN MIND
- WHO WE'RE BUILDING FOR
- SUPPORT
- BE PRESENT
- COMMUNICATION
 - TIMELY
 - CONSTRUCTIVE
- AVOID RUMOR-MILLS
- SPEAK UP

- Flexible/adapive
 - Multi-fitted
 - Simulation (Real World Experience)
 - Non-traditional
 - Grit/Fit the Use
 - Building Systems Learning
 - Technology-capable
 - Accessible/Clean
- What the project IS NOT:
- E-Learning
 - Traditional
 - Just a Classroom Building
 - Grow Out of it
 - Just for the Stakeholders
 - Not for the NOW
 - Sterile
 - Cold/Colorless
 - Energy Hog
 - "Shoe Horn"
 - Noisy
- What do WE promise to do for each other through the project?
- Be Open to Compromise
 - Be Transparent
 - Stay Involved/In the Loop
 - Keep Others Involved/In the Loop
 - Have No Agenda
 - Keep the Goals in Mind
 - Remember Who We're Building For
 - Be Supportive
 - Be Present
 - Maintain Communication
 - Timely
 - Constructive
 - Avoid Rumor Mills
 - Speak Up
 - Bring Snacks (!!!!)
 - DREAM BIG
 - Be Inclusive

ADVANCE INDUSTRIES BUILDING

Kickoff Meeting
June 13, 2018

WHO is our target?:

- STUDENTS
 - Motivated
 - Career Focused
 - Technical Aptitude
 - Creative Nature
 - Tinkerers
 - Project Based Learners
 - Self Starters
 - Entrepreneurial**
 - Re-tooling/Back from Industry
 - Military
 - Non-traditional AND Traditional
 - Apprenticeships
 - Partnerships
 - Corporate
 - Early College
 - Specialized Industry Training
 - Collaborative Method

WHAT is the main goal of the building?:

- Welcoming
- Workforce Development
- Creating Innovative Environment
 - Problem Solvers
 - Guidance
 - Initiative
 - Critical Thinkers
 - Growth vs. Fixed Mindset
 - Self Aware
 - Opportunity
 - Options
 - Endurance/Durability
 - Transparent
 - Purity
 - Efficiency (omit confusion)

- Preparing for the Future**
- Adaptability
 - Change in Technology
- Exposure/Manipulation
- Stop Doing Old Stuff
- Consolidating
- Start Specializing

HOW will we know the project was successful?:

- Full Enrollment
- Full Employment
- High Completion Rate
- Creative Projects
 - Collective
- Exciting
- High Value in Industry by Curriculum
- Meeting the Demands and Changing Industries

What the project IS:

- Redundancy
- Sustainable/Sustainability
- Proud/Pride
- Showcase - Active Learning
- Classroom (General Purpose)
- Labs (Open)
- Multi-use/purpose Labs and Classrooms
- Offices (Faculty/Staff)

ADVANCE INDUSTRIES BUILDING

Top Priority List
July 1, 2018

These are top 5 priorities under each header. Use these in the shortlisting, interview and development of the project.

WHO is our target?:

- STUDENTS
 - Career Focused
 - Creative Nature
 - Tinkerers
 - Partnerships
 - Collaborative Method

WHAT is the main goal of the building?:

- Welcoming
- Workforce Development
- Creating Innovative Environment
- Preparing for the Future**
- Adaptability

HOW will we know the project was successful?:

- Full Enrollment
- High Completion Rate
- Creative Projects
- High Value in Industry by Curriculum
- Meeting the Demands and Changing Industries

What the project IS:

- Showcase - Active Learning
- Communal/Collaborative
- Innovation
- Flexible/Adaptive
- Technology-capable

What the project IS NOT:

- Traditional
- Just for the Stakeholders
 - Not for the NOW
- Cold/Colorless
- Energy Hog
- Noisy

What do WE promise to do for each other through the project?

- Be Open to Compromise
- Stay Involved/In the Loop
- Remember Who We're Building For
- DREAM BIG
- Be Inclusive

Process requires the participation of representatives from
Design + Construction, Energy | Sustainability | Transportation,
Facilities Services, End User, and Strategic Partners as required.

Tool Box:
Selection Process
Project Advertisement: SOQ vs RFQ



REQUEST FOR QUALIFICATIONS (RFQ)
For Design Consulting Services

Advanced Industries Building @ SWC
NCCCS# 2300

RFQ Closing Time: July 2, 2018 at 3:00 PM

Wake Technical Community College

Section I
Request for Qualifications

1. INTENT

a. The intent of this Request for Qualifications (RFQ) is to solicit Statements of Qualifications (SoQ), in accordance with the requirements described in this RFQ, for the following:

i. Professional architectural and/or engineering design and space programming consulting services from firms acting as the lead firm and their assembled sub-consultant teams.

ii. A Qualification and Performance analysis process will be employed for this selection. The successful Proponent(s) will be those who show successful experience in the scope and types of work proposed.

iii. The successful Proponent will be required to enter into a fixed fee contract utilizing the Wake Technical Community College STANDARD FORM OF AGREEMENT BETWEEN OWNER AND DESIGNER.

DEFINITIONS

a. "The Owner" means Trustees, officers, and/or employees of Wake Technical Community College, Raleigh, NC.

b. "Proponent" means the person or firm responding to this RFQ.

c. "Statement of Qualifications (SoQ)" means the submission received from a Proponent in response to this RFQ.

d. "Request for Qualifications" or "RFQ" means this entire document, including all of the documents and any addenda thereto issued before the RFQ closing time.

STATEMENT OF QUALIFICATIONS SUBMISSION

a. SoQ's will be received at the Southern Wake Campus - Montague Hall, Suite 208 up to 3:00 P.M. on Monday, July 2, 2018, (the RFQ closing time) by:

Jerry M. Gwinn, RA, LEED AP
Director, Design & Construction
Wake Technical Community College
9101 Fayetteville Road
Raleigh, NC 27603
Telephone: (919) 866-5528

b. SoQ's submitted via fax or e-mail are not acceptable and will not be considered.

c. Proponents will be evaluated on experience and qualifications. Fee related information is not requested and will not be used in the evaluation process.

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Wake Technical Community College

Section I
Request for Qualifications

d. Clearly indicate on the envelope the name of the Proponent and the name of Project which the RFQ is submitting a SoQ for.

e. Refer to Section II - SoQ Content Requirements, for details.

f. There will not be a "public opening" of the SoQ's with Proponents present.

4. COST OF SUBMISSION AND OWNERSHIP OF SOQ'S

a. Wake Technical Community College is not responsible for any costs incurred by Proponents in preparing, submitting, or presenting their SoQ's.

b. All SoQ's become the property of Wake Technical Community College upon submission and will not be returned.

5. THE SERVICES AND THE SCHEDULE

a. The Scope of Work to be provided under the contract is specified in Section III, 1 of the RFQ.

b. Tentative schedule objectives for the project are as follows:

i. Designer Selection: 2 months

ii. Project Design: Parking Deck, 12 months and Classroom Building, 12 months

iii. Construction Start: Parking Deck, November 2019 and Classroom Building, September 2020

6. MINIMUM QUALIFICATION REQUIREMENTS

a. Proponents must be licensed to practice architecture and/or engineering in the State of North Carolina in accordance with the laws of the State of North Carolina.

b. Proponents must have Professional Liability Insurance coverage. Limits shall be determined prior to award of the design contract(s).

7. EVALUATION PROCESS

a. The evaluation team will be comprised of representatives of Wake Technical Community College and representative(s) of the user department.

b. Proponents are deemed to understand and agree that the SoQ's submitted by them will be used by the evaluation team in determining, according to the evaluation team's sole and best judgment and discretion, the Proponents who are best qualified to provide the required services.

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RFQ for the Advanced Industries Building @ SWC
WTC Department of Design + Construction
NCCCS No. 2300



Advertisement for Request for Proposals (RFQ) for Designer Services/Project Brief

Project: Advanced Industries Building @ SWC
Wake Technical Community College

Advertised: June 8, 2018/UPDATED June 27, 2018

Closing Date for Submittals: July 2, 2018

Wake Technical Community College is soliciting Statement of Qualifications (SoQs) from firms interested in providing design services for this project. Individual/Firm must be licensed to practice architecture and/or engineering in the State of North Carolina in accordance with the laws of the State of North Carolina, and must have Professional Liability Insurance coverage. Limits shall be determined prior to award of the design contract(s). The successful Team will be required to enter into a fixed fee contract utilizing the Wake Technical Community College STANDARD FORM OF AGREEMENT BETWEEN OWNER AND DESIGNER.

I. Project Description

The new classroom building is estimated at 70,000 GSF that includes a new 1,000 space parking deck with associated parking lot and roadway work. This project may include a 10,460 GSF renovation of the Power Mechanics Building (HVAC repair). The programs planned for the classroom building are, but not limited to; Advanced Manufacturing, Critical Operations, 3D Printing, Mechatronics, Machining, Welding Technology, Mechanical Engineering Technology, Civil Engineering Technology, Geomatics, Architectural Design Technology, and Electronics Engineering Technology. The buildings will be located on Southern Wake Campus. The specific site location is to be investigated and determined during the advance planning phase.

The project budget is estimated at \$93,531,300.

A tentative project schedule is shown below.

Advertisement Phase	Estimated End Dates
Advertise RFP	8-Jun-18
Pre-proposals	20-Jun-18
Proposals Submission	2-Jul-18
Selection Committee's Short List Recommendations	10-Jul-18
Interviews	25-Jul-18
Buildings & Grounds Recommendation	15-Aug-18
Board of Trustees Approval	21-Aug-18

Project Phase for Parking Deck	Estimated End Dates	Project Phase for Classroom Building	Estimated End Dates
Designer Award	Aug-18		
Project Funded/Design Start	Sep-18		
Advance Planning for Classroom Bldg. & Parking Deck	12-Oct-18		
Review (30 days)	13-Nov-18		
Schematic Design for Deck	14-Dec-18		
Review (20 days)	1-Feb-19		
Design Development	15-Mar-19		
Review (30 days)	15-Apr-19		

Tool Box:

Selection Process

Preproposal Meeting



Process requires the attendance of representatives from Design + Construction, Energy | Sustainability | Transportation, Facilities Services, End User, and Strategic Partners as required.

AGENDA

- ❖ **Welcome**
- ❖ **Introduction of College Stakeholders**
 - Facilities Operations
 - Advance Industries and Technology
- ❖ **Introduction of Audience**
 - Design Consultants & Affiliates
 - HUB/MWBE Companies
- ❖ **Project Overview**
 - Advance Industries Classroom + Parking Deck – Advance Planning + Basic Services
 - New Construction
 - 70,000 GSF that includes a new 1,000 space parking deck
 - Programmed Spaces
 - Project Budget = \$93.5 million
 - Delivery system; CM@Risk
 - Construction Cost = \$75 million
 - Schedule (reference RFQ)
 - **RFQ/RFP Requirements**
 - Successful completion of similar projects
 - Address the complexity of the project
 - System furnishing/space planning experience
 - College stakeholder coordination
 - Existing and proposed building systems
 - HUB participation
 - Construction Administration under CM@Risk Delivery
- ❖ **Questions & Answers**
- ❖ **Facilities Tour**

Tool Box:
Selection Process
RFQ Submittals: Executive Summary + SF 330

G KEY PERSONNEL PARTICIPATION IN EXAMPLE PROJECTS

(From Section E, Block 12)	27. ROLE IN THIS CONTRACT (From Section E, Block 13)	28. EXAMPLE PROJECTS LISTED IN SECTION F (Fill in "Example Project's key" section below before completing table. Place "X" under project key number for participation in same or similar role.)									
		1	2	3	4	5	6	7	8	9	10
Dan Fields, AIA	Project Executive	X			X		X				
Michael Davison, AIA, LEED AP	Project Director	X								X	
Godfrey Gaise AIA, LEED AP	Lead Designer					X					
Jennifer Amster, AIA LEED AP	Academic Planner	X					X			X	X
Jeannye Dudley	Lab Planner	X									
Charles Kirby, FAIA LEED AP BD+C	Classroom Planner		X	X				X			
Darian Walker, AIA	Project Architect										
John Smith, AIA, LEED AP	Parking Deck Designer								X	X	X
Teresa Rainey, PE, LEED Fellow	Energy Specialist	X								X	X
Steve Correll, CCCA	Construction Administration										X
Stanford White	MEP Engineering				X						
McAdams	Civil Engineering										
Lynch Mykins	Structural Engineering										X
Walker	Parking Deck Planning										X
Surface 678	Landscape Architect	X									
Cumming	Cost Consultant	X			X		X				X
The Sextant Group	AV/IT/Security	X						X			X

29. EXAMPLE PROJECTS KEY		NO.	(From Section F)
NO.	(From Section F)		
1	North Carolina A&T State University	6	University of North Carolina Charlotte
2	Trinity University	7	Virginia Tech University
3	Tidewater Community College	8	Sam Houston State University
4	Mitchell Community College	9	Eastern Virginia Medical School
5	West Virginia University	10	Virginia Commonwealth University

EYP/

STANDARD FORM

Wake Technical
Community College

Advanced Industries Building
July 7, 2018

EYP/



/ Executive Summary

We are pleased to submit our qualifications for your Advanced Industries Building project on the South Wake Campus. Superior communications, creative design, expert documentation, and adherence to project parameters are all the criteria you require of your design professionals. Add to these an unmatched level of relevant experience, team continuity, and a national perspective on planning higher education facilities, and you have the EYP team.

We fully understand the challenges facing Wake Technical Community College with planning for academic and expansion needs to allow for increased capacity to meet growing workforce demands. This project will be an important next step to the issue of an academic campus on the South Wake Campus which reinforces the Wake Tech image along Fayetteville Road, while providing laboratory, classroom, maker and collaborative space for manufacturing and engineering technology programs. With more than 30 years of experience on more than 200 college campuses, we have the work plan and expertise to deliver a successful project for Wake Tech. The unique strengths of our team include:

Proven success: Located in Raleigh, EYP has worked on higher education projects on North Carolina campuses for over 25 years. Our team has a history of successfully completing premier design projects across the state, thus developing a deep understanding of the delivery process in the North Carolina State Constitution System and locally with the City of Raleigh. Our work includes complex projects on higher education campuses such as NC A&T State University, WakeTech Community College, Duke University and UNC-Chapel Hill.

Relevant experience: EYP has extensive experience in successfully delivering higher education classroom projects for campuses throughout the country, including projects on over 20 community college campuses. Our recent new classroom building at Virginia Tech has been recognized nationally for its innovative and flexible active learning environments. The EYP team is on the forefront of the trends influencing the design of these facilities, and brings a national perspective with our academic planning expertise. In addition, we have a deep portfolio of parking decks in campus settings, with many being recognized with design awards.

Proven team: Our team includes many members who are familiar to Wake Tech, and have working relationships with EYP that include surface area for landscape design, modern for civil engineering, synth synth for structural engineering and certified white for mechanical, electrical and plumbing engineering. Specialty consultants include interior consultants for parking deck planning and consulting for cost consultation, both with whom we have worked on multiple higher education projects. With these team members, and our past experience, we have a strong balance of knowledge and expertise to ensure a successful project.

Engaged Academic environments: We believe that successful academic environments balance individual and collaborative opportunity in a range of formal and informal settings that blend technology seamlessly into living, flexible spaces. We are leaders in the national discourse on innovative classroom design, as well as innovation and maker spaces. Our team members participate in organizations such as AIA, and the Learning Spaces Collaborative and are frequent speakers at society of college and university planners (SCUP) and trade show conferences.

Integrated, energy efficient, sustainable design: Every EYP project is a sustainable project. EYP architects, engineers and energy modeling experts work as an integrated team, championing beautifully smart solutions. As is the majority of our projects, our team includes our top high performance design specialists for energy modeling. In the last three years, EYP has been ranked nationally in the top three of sustainable design firms working in higher education by Architecture Magazine.

Commitment: With pride, we are committed to the long-term growth of our region, to the development of our communities, and to the continuing success of the Wake Technical Community College. We have a long-standing history of engagement with Wake Tech, from including strategic energy studies to our annual open house to joining the annual engineering design competition, or being part of our entire team, we offer you our pledge and commitment to a highly collaborative, focused, technically charged and fun design and delivery process, and very much look forward to having the opportunity to exceed your expectations!

EYP is licensed to perform architecture in North Carolina as EYP Architecture & Engineering, PC.

Yours truly,

Dan Fields, AIA
Project Executive
dfields@eyp.com
704-840-1125

EYP/

STATEMENT OF QUALIFICATIONS
for
DESIGNER SERVICES



WAKE TECH COMMUNITY COLLEGE
ADVANCED INDUSTRIES BUILDING AND PARKING DECK

07.02.18

LITTLE

CORPORATE PROFILE

Little is a diverse, multi-disciplinary global design firm known for breakthrough ideas that create a better future for people. We believe in the power of design to transform lives. Our culture fosters an entrepreneurial spirit in our people, and as a result we challenge the status quo and continually seek to advance our designs and processes. We do this while ensuring dedicated, seamless client service – every day.

We are recognized for developing exceptional design solutions that deliver **RESULTS BEYOND ARCHITECTURE** in the community, healthcare, retail and workplace industries.

400
PEOPLE IN SIX
LOCATIONS

DURHAM, NC
CHARLOTTE, NC
ORLANDO, FL
WASHINGTON, DC
LOS ANGELES, CA
BEIJING, CHINA

Services: Architecture, interior architecture, engineering, sustainable design, brand design & communication, planning & land development, digital media, and C&M & occupancy strategies



Recent Speaking Engagements:
Numerous national and international speaking engagements, including SCUP, CESPI, TEDx, Innovate 2015, Learning Environment Conference, and School & College Building Expo

Awards:
Named as one of the Top 50 Design Firms by Architectural Record
Featured in Design 2015, Cities of Excellence Award for Best College School
Selected as a "Best Place to Work" numerous times
Recipient of North Carolina AIA Firm of the Year Award
Numerous design awards, including 10 AIA awards over the last three years, three USGBC Sustainable Design Awards and a Sustainable Business Leader Award in the last two years

YEAR FOUNDED 1964

Founded over 50 years ago and with a team of over 400 professionals in five locations across the country and one in Beijing, China, Little has been serving a wide range of clients for over five decades. The firm has complete in-house expertise and capability for holistic, integrated architecture and engineering – providing clients with the most efficient, sustainable, high-performance design.

330 FORM SECTION G

KEY PERSONNEL PARTICIPATION

G. KEY PERSONNEL PARTICIPATION IN EXAMPLE PROJECTS

26. NAMES OF KEY PERSONNEL (From Section E, Block 12)	27. ROLE IN THIS CONTRACT (From Section E, Block 13)	28. EXAMPLE PROJECTS LISTED IN SECTION F (Fill in "Example Projects Key" section below before completing table. Place "X" under project key number for participation in same or similar role.)									
		1	2	3	4	5	6	7	8	9	10
Rob Kliment, AIA, LEED AP BD+C, NCARB (Little)	Principal In Charge										
Eric Schoenagel, AIA, LEED AP (Little)	Senior Project Manager										
Michael Coates, AIA (Little)	Design Principal										
Will Harrison, AIA, LEED AP (Little)	Project Architect										
Dan Gill, P.E. (Little)	Principal Engineer										
Dave Cale, P.E., LEED AP BD+C (Little)	Mechanical Engineer										
Melissa Taylor, P.E. I.C., LEED AP BD+C (Little)	Electrical Engineer										
Craig Clark (HKS)	Career Technology Advisor										
Lloyd Fisk, AIA, NCARB, LEED AP (HKS)	Laboratory Design Consultant										
Adam Cochran, P.E. (Kinley Hens)	Parking Consultant										
Renee Pfeiffer, ASLA, PLA (CLR design, p.a.)	Landscape Architect										

29. EXAMPLE PROJECTS KEY

NO.	EXAMPLE PROJECT (FROM SECTION F)	NO.	TITLE OF EXAMPLE PROJECT (FROM SECTION F)
6	Wake Community College: Advanced Applied Technology Center	6	University of San Diego: Shiley-Marcos School of Engineering Maker Space/Fabrication Facilities
7	Wake Community College: Applied Technology Center	7	Wake Tech Community College: Montague Hall
8	Wake Community College: Advanced Manufacturing and Industrial Technology Building	8	Surry Community College: North Carolina Viticulture and Enology Center
9	Wake-Cabarrus Community College: Advanced Technology Center	9	Campbell University: Tracey F. Smith Hall of Nursing and Health Sciences
10	Wake County School District: East Ashley High School Center for Advanced Studies	10	City of Durham: Mixed-Use Parking Deck



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Tool Box: Selection Process Procurement Guidelines & RFQ Matrix

Advance Industries Classroom/Parking Deck										Designer Expression of Interest																													
Short List	Firm	Contact	City	State	Phone	Year Established	Staff Profile	HUB	Qualification Responsiveness										Related Project Experience										Comments										
SAMPLE GUIDE										SAMPLE GUIDE										SAMPLE GUIDE										SAMPLE GUIDE									
96.0 Jane Doe Designer Firm										Jane Doe										Raleigh, NC 22.4.456.7890 1000 200/20 Yes										The lead designer has extensive healthcare experience and campus master planning. UNC-CH PFC has experienced a lack of user performance on past projects: Health Affairs Bookstore, Health Affairs Parking Facility, and School of Social Work. There's a missed opportunity for lead designer to augment their team with more MWBE participation. Currently working on a Lab Project @ UNCH. UNCH position about them is undetermined at this time.									
44	John Doe	CIVIL / PARKING DECK DESIGN	Raleigh	NC	22.4.456.7890	1000	200/20	Yes	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	
45	Jane Doe	MEP / FP ENGINEERING							1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	
46	John Doe	STRUCTURAL ENGINEERING							1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	
47	Jane Doe	AV / SECURITY							1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	
48	John Doe	ACOUSTICAL ENGINEERING	Durham	NC	22.4.456.7890	1000	200/20	Yes	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	
49	Jane Doe	CIVIL / LANDSCAPE							1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	
50	John Doe	MEP / FP ENGINEERING							1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	
51	Jane Doe	AV / SECURITY							1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	
52	John Doe	ACOUSTICAL ENGINEERING							1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	
46.2 Advance Industries Classroom/Parking Deck										Jane Doe										Raleigh, NC 22.4.456.7890 1000 200/20 Yes										The SDC was assembled in a manner that did not substantiate in a concise matter the key personnel participation with key projects. Section-B was separated under each consultant. Difficult to determine the interrelationship between prime and consultants. The prime may have best serve as the associate architect. The associate architect is more aligned with the project's parameters. The projects presented by the prime were not relevant in project scale, budget and complexity compared to other SDCs.									
53	John Doe	PARKING DECK DESIGN	Raleigh	NC	22.4.456.7890	1000	200/20	Yes	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	
54	Jane Doe	STRUCTURAL ENGINEERING							1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	
55	John Doe	MEP / FP ENGINEERING							1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	
56	Jane Doe	CIVIL / LANDSCAPE							1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	
57	John Doe	MEP / FP ENGINEERING	Durham	NC	22.4.456.7890	1000	200/20	Yes	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	
58	Jane Doe	CIVIL / LANDSCAPE							1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	
59	John Doe	MEP / FP ENGINEERING							1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	
60	Jane Doe	AV / SECURITY							1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	
61	John Doe	ACOUSTICAL ENGINEERING							1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	
68.3 125.0 Firm B										Jane Doe										Raleigh, NC 22.4.456.7890 1000 200/20 Yes										The designer has performed well on projects for WTCG. Qualifications 2 the workload appearing to be moderate, but lack of detail with regards outcomes. The APPROACH to the project was of concern when consider parking deck designer and substantiating their experience, and the need Programming Specialist.									
62	John Doe	Parking Deck Design	Cary	NC	22.4.456.7890	1000	200/20	Yes	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	
63	Jane Doe	Structural Engineering							1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	
64	John Doe	MEP/FP							1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	
65	Jane Doe	MEP/FP							1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	
WTCG Design + Construction										Jane Doe										Raleigh, NC 22.4.456.7890 1000 200/20 Yes										Could not discern from the proposal the consultants ability to perform									
66	John Doe	Parking Deck Design	Cary	NC	22.4.456.7890	1000	200/20	Yes	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	
67	Jane Doe	Structural Engineering							1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	
68	John Doe	MEP/FP							1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	
69	Jane Doe	MEP/FP							1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	
WTCG Design + Construction										Jane Doe										Raleigh, NC 22.4.456.7890 1000 200/20 Yes										Liked only 1 project (as school) where they worked with Designer, and was with UAR & BIM modeler only.									

73.5

Qualification/Criterion Legend

- Specialized/Relevant experience
- Past Performance on similar projects
- Adequate staffing
- Current workload
- Proposed design approach
- Experience w/project cost & schedule
- Construction Administration capabilities
- Proximity and familiarity to project location
- Successfully completed projects w/o legal/technical problems
- SCD experience

Color Identification

- 16 Very Responsive
- 10 Responsive
- 5 Somewhat Responsive
- 1 Unresponsive

Wake Tech Designer + CMR Interview Guidelines

1. Purpose

To develop a uniform process for the acquisition of Designers and CMR for Capital Improvement Program (CIP) in compliance with all procedures set forth by the North Carolina State Building Commission. The Facilities Operations division shall manage this process for projects developed by the College and associated Foundations (when applicable).

2. Composition

The selection & interview process requires the participation of representatives from Design + Construction, Energy | Sustainability | Transportation, Facilities Services, End User, and Strategic Partners as required.

The Project Manager shall establish ground rules for each selection/interview session. They are as follows;

- Consensus focused process.
 - Consensus decision-making is a group decision making process that not only seeks the agreement of most participants, but also the resolution or mitigation of minority objections.
- Respect expertise of all participants involved in procurement process.
- Balance requirements, needs, and interests of all involved parties to determine firms most qualified and rank in priority order.
- Objective base.
- Most qualified team

Participants

- Design + Construction
- Facilities Services
- Energy | Sustainability | Transportation
- End User
- HUB Office

Advisors for CMR/Cx Selection

- State Construction Office
- NC Community College Systems Office
- Designer
- Strategic Partners

3. Recommended Schedule: Advertising through Post Selection

DAY	TASK
1	Advertisement
2	Pre-proposal Conference
3	RFP Submitted
4	Short List Review/Selection
5	Short List Announcement
6	Interview
7	Channeler's Building & Grounds Committee Write-up (architects only)
8	Channeler's Building & Grounds Committee Recommendation (architects only)
9	Board of Trustees Write-up
10	Board of Trustees Approval
11	Selection/Ranking Announcement
12	Post Interview Debriefing

4. Process of Evaluation

- The Project Manager will review The Recusal document with all attendees regarding any potential conflict of interest (see insert).
- A consistent line of questions should be asked of each firm to aid the interview committee in evaluating each firm.

EVALUATION CRITERIA

In evaluating the three firms to be presented to the Board of Trustees, the interview committee shall take into consideration the following factors;

Specific Criteria for Designers & (Cx) Consulting Agent (based on G.S. NCAC 30B .0303 SELECTING CRITERIA):

- Specialized or appropriate expertise in the type of project.
- Past performance on similar projects.
- Adequate staff and proposed design or consultant team for the project.
- Current workload and State projects awarded.
- Proposed design approach for the project including design team and consultants.
- Recent experience with project costs and schedules.
- Construction administration capabilities.
- Proximity to and familiarity with the area where project is located.
- Record of successfully completed projects without major legal or technical problems.
- Other factors that may be appropriate for the project.

In addition to the State Building Commission criteria the General Administration requirements are the following:

The goal of Wake Technical Community College (the College) in adopting its plan for expansion of participation by Historically Underutilized Businesses (the Plan) is to ensure and promote equal and increased opportunities for all segments of the design and construction community to participate in University construction projects. The College seeks to include those businesses owned by minorities that have been historically underutilized and excluded from the prime contractor or subcontractor market. The College encourages all those associated with the College construction program to commit to this goal through a good faith effort.

Specific Criteria for (CMR) Construction Manager @ Risk (based on G.S. NCAC 30B .0303 SELECTING CRITERIA):

- Workload that is able to accommodate the addition of this project.
- Record of successfully completed projects of similar scope without legal or technical problems.
- Previous experience with the public owner, a good working relationship with owner representatives, projects completed in a timely manner and an acceptable quality of work.
- Key personnel that have appropriate contract experience and qualifications.
- Relevant and easily understood graphic or tabular presentations.
- Completion of - Construction Manager-At-Risk projects in which there were few differences between the guaranteed maximum price and final cost.
- Projects that were completed on or ahead of schedule.
- Recent experience with project costs and schedules.
- Construction administration capabilities.
- Proximity to and familiarity with the area where the project is located.
- Quality of compliance plan for minority business participation as required by G.S. 145-128.2

Dear Designer:

During your interview, please consider the following prompt below in your presentation. The prompt frames the interests of the Building Committee and their observation in the lack of direct comparable projects that are “Advance Industries Building(s).”

PROMPT:

“Please demonstrate your team’s experience in developing projects where various program and functional modalities, as described in WTCC’s RFP, contribute to a high value environment while maintaining their identity to be clean and gritty active learning spaces though not negating its ability to be adaptive, collaborative, innovative, and inclusive.”

Teams may devise their own presentation titles, but should use this as guidance in crafting their talking points.

Response for Qualifications

Professional Service's Tool Box

Effective Utilization of Time @ Interview

Majority of Interviews are 35 to 45 Minutes

- Introduction (5 min.)
 - Reflect on 3 key elements within your RFQ
 - Firm Strategies
- Revisit 3 projects (5 min.)
 - Indicate the project's relevancy and success
- Discuss the project (15 to 20 min.)
 - Utilize your resources to demonstrate your process, approach, and compatible with the college's team
- Question Period (15 min.)
 - Make/reinforce connections with committee
 - Be intentional and memorable in your answers
 - Be authentic and transparent
- Closing Remarks (2 min.)
 - Remind the interview committee why this team
 - Ask for the project



DO YOU.

REMEMBER

Post Interview Debriefs

OWNER to send out email invitation to AEC community (only to those that responded). First come, first served.

Purpose

- A moment to empower AEC community for the next opportunity
- Reinforce relationships + expectations

Debrief (30 min.)

- Submitters
 - Succinctly explain the short-listing process
 - The significance and goals of the project through the lens of the stakeholders
 - Discuss 3 significant points of the short-listed firms
- Short-listed
 - Succinctly explain why they made the short-list
 - Discuss 3 significant points about the awarded firm
- Awardee
 - Explain what made the team successful
 - Reinforce your appreciation of their response to the RFQ and the effort they put into the interview



Outcome

Well designed and constructed buildings and landscape that **functionally** meeting the **teaching standards** for traditional, continuing education, and workforce development while **embodying innovation** in a **sustainable** and **maintainable** community...

LEAD THE WAY!



Questions + Discussion

- **Contact:**

Jerry U. Guerrier, RA, LEED AP
Director

Design + Construction

Wake Technical Community College

O: 919.866.5528

M: 919.724.8146

E: [juguerrier@waketech.edu](mailto:jguerrier@waketech.edu)