



# WINSTON-SALEM STATE UNIVERSITY

**Ram Shack Renovation  
Design Services RFQ  
Winston-Salem State University  
April 22, 2026**

## **Description**

Winston-Salem State University (WSSU) is seeking qualified design firms to provide design services for the Ram Shack Renovation Project. Located on the first level of the Thompson Student Service Center, the Ram Shack is an existing kitchen and dining area of approximately 2,800 sf. There is also a room that will be converted to dry storage on the first floor with approximately 700 sf. There is an additional seating area on the lower level with approximately 850 sf that will also be updated. The location has not been used for numerous years and as a result, the infrastructure and equipment will need to be replaced.

Design Services are requested for Construction Documents, Bidding and Construction Administration. Full design services are required for the project.

## **Project Scope**

Full design services inclusive of Architectural and PME are required for the project. The scope will include the assessment of the existing infrastructure and alterations to support the food service vendors concept and equipment requirements. A budget of \$700,000 is approved for this project, which is inclusive of all assessments, design, construction, contingencies and soft costs. Design Services will include assisting in verifying project scope, budget analysis, scheduling and logistics, construction document preparation, bidding & negotiations, construction administration and closeout. A preliminary food service drawing will be provided to the selected design team.

## **Design Process**

The selected firm will work through the WSSU Facilities Design & Construction Office and State Construction Office.

## **SCHEDULE**

Advertise Request for Qualifications:	April 22, 2026
<b>Qualifications Due:</b>	<b>May 5, 2026 by 3:00 PM (EST)</b>
Interviews with Shortlisted Firms:	Week of May 18, 2026

The project will begin immediately following approval by Board of Trustees and execution of a contract.

### **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. Please note that one hard copy and one electronic copy on a thumb drive of the proposal is requested. The length should be limited to 20 pages (single sided = 20 pages, double sided = 10 pages), exclusive of the SF 330. Firms are requested to assure receipt of proposals at address listed below by 3pm on May 5, 2026.

Please include in proposal the following information:

- Specialized or related expertise in the type of project.
  - Specific experience in food service projects
- Past performance on similar projects.
- Familiarity with State Projects and State Construction Office
- Current University Work & Current Workload
- Work History with WSSU
- Adequate staff and proposed design or consultant team for the project.
- Construction administration capabilities
- Record of successfully completed projects without major legal or technical problems.
- Proposed design approach including design team and consultants.
- Other factors which may be appropriate to the project.

### **Selection Process**

Shortlisted firms will be notified by May 8, 2026 and invited to participate in interviews which will occur the week of May 18 at the WSSU Design and Construction offices, address below.

### **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.

Please mail all submittals to Staci Manter. Any questions about the RFQ should be directed in writing to Staci Manter ([manTERS@wssu.edu](mailto:manTERS@wssu.edu)) Please do not contact any other WSSU staff or members of the Board of Trustees.

Staci Manter  
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WSSU Design & Construction Office  
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