

Winston Salem State University

Campus Police Improvements | Designer Selection Supplement

SCO Project ID#: 01-27759-24

Date: 03/06/2024

Winston-Salem State University is seeking an Architectural Design Firm to provide Design Services for a renovation and conversion of use of the existing Physical Plant building into a new headquarters for the Campus Public Safety Department (otherwise known as “campus police”).

Campus Public Safety Requirements (Existing Department Conditions)

The campus police are currently housed in a 2-story structure that also serves other purposes on campus. The department is currently operating with about 6,000 SF of space. The University has determined the need to accommodate a total staffing level of 27, which includes future growth allowance. The need for scheduled space to accommodate projected staffing has been determined in the range of 9,500 SF, with a grossing allowance factor of 35% this would provide a planning basis of 12,600 SF.

The Physical Plant Building (Proposed Relocation Site)

The existing physical plant building is a 2-story structure constructed during the 1960s. The lower-level is partially banked below grade, with the upper-level accessible at-grade to Cromartie street on campus. The building affords approximately 15,333 SF of total area with 7,075 SF on the upper level and an additional 8,258 SF on the lower level. There is a portion of the building that is double height space. The building’s structure is a steel frame with masonry exterior walls and a working column bay size of 24’ x 35’ . Interior walls are painted CMU masonry. Existing plans are included in this supplement.

Services expected to be included:

- Architectural
- Mechanical
- Electrical
 - Including auxiliary and emergency back-up power design.
- Plumbing
- Civil/Landscaping
- Structural Engineer

The project budget is \$4,000,000. This includes design, construction, furniture, contingency and escalation costs.

Schedule

- Posting opens: 03/08/2024
- *Non-Mandatory Pre-Proposal Conference:*
 - 1 pm, 03/22/2024
 - 1604 Lowery Street, Winston-Salem, NC 27101
 - Contact: Sam Loso, WSSU
- Posting closes: 04/01/2024
- Shortlist notifications made: 04/22/2024
- Interviews: 04/25/24 thru 04/29/24
- Selection Decision by WSSU Board of Trustees: TBD

Submission Details and Critical Selection Factors:

Physical copies of submissions must be received by 5:00 P.M on Monday, April 1, 2024. The Project Manager, Samuel Loso, can be contacted at lososr@wssu.edu or at 336-750-2852.

Packages should be mailed or delivered to:

Sam Loso
Design & Construction
Winston Salem State University
1604-C Lowery Street
Winston-Salem, NC 27110

Proposing firms must submit THREE (3) copies of the Letter of Interest and THREE (3) copies of your current **Standard Form 330 (SF 330)** with the information package. The current **SF 330** template is located at <http://ncadmin.nc.gov/businesses/construction/forms-documents> which is the State Building Commission approved form.

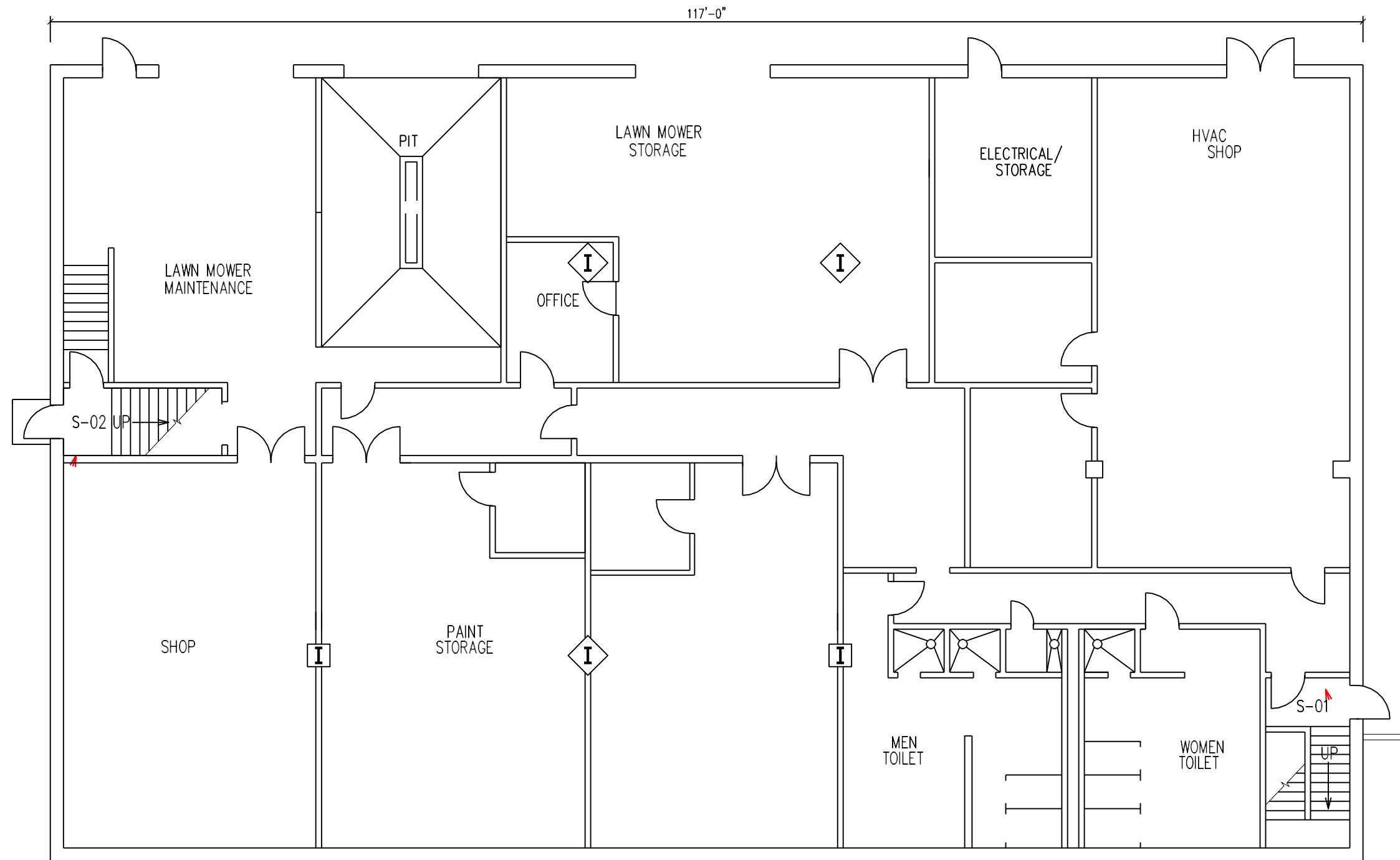
The submitted information package should not include any notebooks, binders, tab, clips, etc. The format should be 8-1/2" x 11" pages stapled in the upper left-hand corner. The Letter of Interest should not exceed ten (10) single-sided pages or five (5) double-sided pages plus the **SF-330**.
E-mail and Fax submittals will not be accepted.

Critical Selection Factors:

1. Specialized or appropriate expertise in the type of project.
2. Past performance on similar projects.
3. Adequate staff and proposed design or consultant team for the project.
4. Current workload and State projects awarded.
5. Proposed design approach for the project including design team and consultants.
6. Recent experience with project costs and schedules.
7. Construction administration capabilities.
8. Proximity to and familiarity with the area where the project is located.
9. Record of successfully completed projects without major legal or technical problems.
10. Other factors which may be appropriate for the project.
11. Experience in public safety facility design.

Attachments to this document:

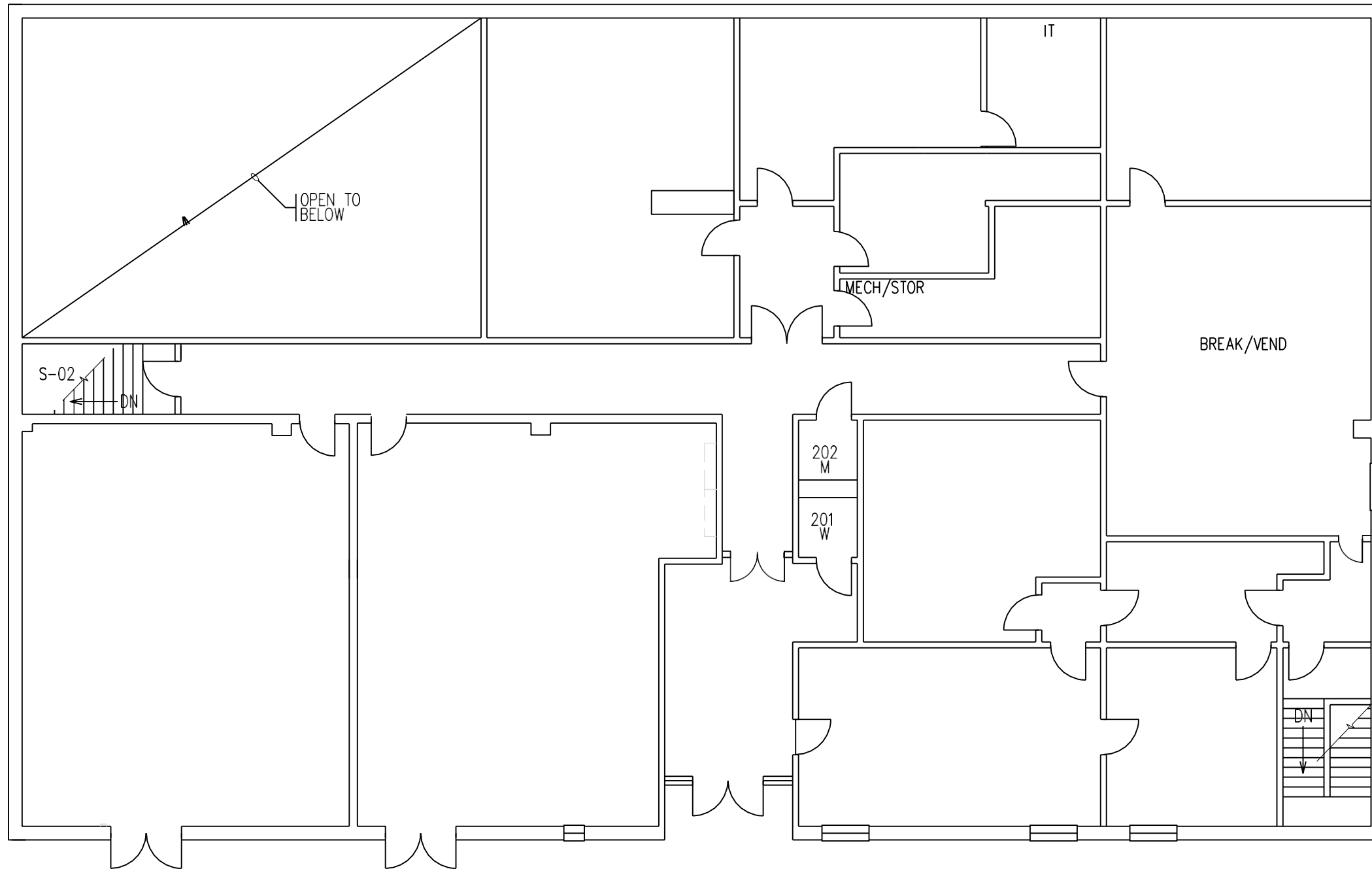
- Existing floor plans (2 sheets)



Existing Physical Plant Building - Ground (Lower) Level
Scale: 3/32" = 1' 0" on 11"x17"



WINSTON-SALEM
 STATE UNIVERSITY



Existing Physical Plant Building - First (Upper) Level
Scale: 3/32" = 1' 0" on 11"x 17"

