

<b>Department / Agency</b>	<p><b>The North Carolina Department of Public Instruction is issuing this RFQ on behalf of the following, independent state agencies:</b></p> <ul style="list-style-type: none"> <li>• The Governor Morehead School for the Blind (Raleigh)</li> <li>• The Eastern North Carolina School for the Deaf (Wilson)</li> <li>• The North Carolina School for the Deaf (Morganton)</li> </ul>
<b>Scope</b>	Provide interim Capital Project Coordinator (CPC) services at each agency campus.
<b>Capital Project Support</b>	Owner Representation / Project Management
<b>Description</b>	<p>On behalf of the agencies listed above, the North Carolina Department of Public Instruction (NCDPI) is seeking a Statement of Qualifications (SOQ) from qualified individuals and / or firms to provide interim Capital Project Coordinator (CPC) services to manage and maintain the ongoing Capital Project's program at each Agency's campus. The role of the CPC is defined in the State Construction Manual and includes duties outlined below.</p> <p>Recent legislative action has transitioned governance for each of the three State-Owned Residential Schools under the governance of an independent Board of Trustees for each school. The CPC supports School Staff and the Board on all matters related to Construction and Capital Planning for projects on its campus. It is anticipated for each agency to contract for a one-to-two-year period until the Board determines whether these services will remain outsourced or become permanent, employed positions within each agency.</p> <p>A firm and / or qualified individual may request consideration to provide these services for a single school, or any combination including all three campuses. Interested vendors must designate their intent within their SOQ response.</p> <p>The historic per agency specific workload typically includes the support / management of 4 – 8 active Capital Projects in phased implementation stages, ranging from project planning / funding requests through construction and project closeout. It is anticipated the required workload will generate the need equivalent for one experienced FTE position per agency. Form of contract and compensation terms will be negotiated with the selected vendor at the time of the award.</p>
<b>Designated Contact:</b>	<p>Jon D. Long, AIA  North Carolina Department of Public Instruction  Section Chief, School Planning  984-236-2923  jon.long@dpi.nc.gov</p>
<b>Questions:</b>	<p>All questions during the RFQ / selection process shall be directed via email to the above Designated Contact. Any prospective vendor contact with school agency staff and / or Board of Trustees member(s) prior to contract award will be basis for disqualification.</p>

<b>Funding:</b>	Agency
<b>Publish Date:</b>	March 19, 2025
<b>Closing Date:</b>	<b>Thursday, April 10, 2025, by 2:00pm</b>
<b>Selection Schedule:</b>	Short List: Week of April 14, 2025 (exact date TBD) Interviews: Approximately 7-14 days within Short List issuance
<b>Contract Award Date:</b>	<b>TBD - May 2025 Board of Trustees meeting for each Agency.</b>
<b>Work Start Date:</b>	June 2, 2025 (or earlier pending contract award)
<b>SOQ Submittal / Format</b>	Prospective vendors are required to provide one (1) electronic copy in PDF format emailed to the Designated Contact on or before the stated Closing Date and Time. The SOQ document should be no more than 20 pages, including the Letter of Interest. Please limit the size of the SOQ document to 10 MB.
<b>Selection Criteria</b>	<p>The prospective vendor shall demonstrate the following necessary skills and experience within its SOQ response:</p> <ul style="list-style-type: none"> <li>• Capital Projects Program and Project Management, including direct interface with school staff and governing boards.</li> <li>• Short- and long-range Capital Projects planning.</li> <li>• Project scoping, budgeting / estimating, including OC-25 cost estimate development.</li> <li>• Project scheduling / phasing of construction activities on an operational school campus (per project and with multiple projects).</li> <li>• Understanding of State of NC Designer and Construction Contracts and corresponding documents / procedures.</li> <li>• SCO process for hiring designers and fee negotiations. Design team management.</li> <li>• Understanding of Interscope Processes and Procedures related to documentation of Capital Projects.</li> <li>• Construction document "owner" review on behalf of the agency.</li> <li>• Payment processing.</li> <li>• HUB reporting.</li> <li>• Maintain budget and cost tracking. Identifying and resolving additional funding needs.</li> <li>• Interface with SCO Monitor.</li> <li>• SCO final inspections and project closeout.</li> </ul> <p>Be sure to identify:</p> <ul style="list-style-type: none"> <li>• Any previous work with SCO as a Capital Projects Coordinator.</li> <li>• Any previous work with OSBM regarding Capital Project request and funding activities.</li> <li>• Experience working on aged facility campuses.</li> <li>• Familiarity with the NC General Statutes related to construction.</li> <li>• Familiarity with the NC State Construction Manual.</li> <li>• Familiarity with NC State Building Code affecting bidding and construction.</li> </ul>

<p><b>NCGS §143-64.31</b></p>	<p>The North Carolina Department of Public Instruction (and corresponding agencies participating in this RFQ) intends the solicitation process to fully comply with NCGS §143-64.31 for the procurement of professional services, to announce all requirements for said services, to select service professional providers qualified to provide such services on the basis of demonstrated competence and qualification for the type of professional services required without regard to fee at this stage, and thereafter to negotiate a contract for those services at a fair and reasonable fee with the best qualified vendor. If a contract cannot be negotiated with the best qualified firm, the Agency shall terminate negotiations with that firm and initiate negotiations with the next best qualified firm. Selection of a firm shall include the use of good faith efforts by the Agency to notify minority firms of the opportunity to submit qualifications for consideration by the Agency. Each Agency reserves the right to waive technicalities and informalities and, at its sole discretion, to reject any and all SOQ responses to this RFQ. DO NOT SUBMIT A FEE PROPOSAL AT THIS TIME.</p>
<p><b>NC Licensing Statement</b></p>	<p>Any interested A&amp;E firms / individuals must be properly licensed to practice Architecture or Engineering in the State of North Carolina. More information on the North Carolina state boards may be found at the following websites:</p> <p><b>NC Board of Architecture:</b> (<a href="http://www.ncbarch.org">http://www.ncbarch.org</a>)  <b>NC Board of Examiners for Engineers &amp; Surveyors:</b>  (<a href="http://www.ncbels.org">http://www.ncbels.org</a>)</p> <p>A successful A/E firm (or individual) for this contract will not be considered for other design / professional services contracts offered by any of the three residential school agencies while performing services under this contract or for a one-year period following contract termination.</p>