

Department /Agency	Halifax County Schools
Project Title	Replacement of Exterior Windows
Design Services	Architecture/Engineering
Scope of Work	Halifax County Schools is in need of Architectural and Design Services related to exterior window and door replacements at Southeast Halifax Collegiate and Technical Academy
Contact	Tony Alston, Director of Facilities and Operations
Telephone	(252) 583-2831
Email	alstona@halifax.k12.nc.us
Total Project Budget	To Be Determined
Source of Funds	To Be Determined
Publish Date	February 8, 2023
Closing Date	February 23, 2023
Submit 1 .pdf of Letter of Interest and SF-254 (Email Address)	alstona@halifax.k12.nc.us
NC Licensing Statement	In order to offer architectural, engineering services in response to this solicitation, the proposing firm must be properly licensed to practice in the State of North Carolina. More information on the North Carolina state boards may be found at the following website: NC Board of Architecture: (http://www.ncbarch.org) NC Board of Examiners for Engineers & Surveyors: (http://www.ncbels.org)
<u>STATE BUILDING SELECTING CRITERIA</u>	
In selecting designers, the selection committee should take into consideration qualification information including such factors as:	
<ol style="list-style-type: none"> 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. 	
<u>STATE BUILDING COMMISSION - SUBMITTAL CRITERIA</u>	
Proposing firms must submit THREE (3) copies of the Letter of Interest and THREE (3) copies of your current Standard Form 254 (SF 254) with the information package. The current SF 254 template is located at: http://ncadmin.nc.gov/businesses/construction/forms-documents which is the State Building Commission approved form.	
In the interest of cost-savings to the designers, consistency of the submittals and more efficient use of time by the pre-selection committee, the submitted information package should be emailed in a .pdf format. The Letter of Interest should not exceed ten (10) single-sided pages or five (5) double-sided pages plus the SF 254. Please email (alstona@halifax.k12.nc.us) a pdf copy of the submittal. Fax submittals will not be accepted.	