

**REQUEST FOR PROFESSIONAL ARCHITECTURAL SERVICES
UNIVERSITY OF NORTH DAKOTA
SCHOOL OF LAW ADDITION AND RENOVATION**

BACKGROUND

The University of North Dakota School of Law was established in 1901 and was originally located in downtown Grand Forks, North Dakota. It moved to the UND campus in 1917 when construction of the current Law School building, designed as a Jacobean variant of modified Gothic style, began and which has seen only minor renovations and improvements completed since that time. The Thormodsgard Law Library, a significant addition to the Law School, was completed in 1973, and connects to the eastern elevation and accommodates ADA compliant public access.

Due to its age and design, as well as expanding needs within curricula and education, the existing facility no longer meets the needs of the law school's educational program and operations, standards for accreditation, or building codes. Classroom needs, student service spaces, administrative areas, and other integral functions of the Law School cannot be supported without increased space and improved infrastructure. Correcting these deficiencies is a priority for the University of North Dakota and part of its strategic initiative.

In order to meet the needs of the law school's educational program and operations, accreditation requirements, and necessary building code upgrades, the University of North Dakota School of Law received \$11.4 million in appropriations from the 63rd Legislative Assembly for a new addition and necessary renovations to the existing facilities. The funding is for all fees, owner costs, construction costs, and FF&E for an approximately 25,000 to 30,000 square foot addition and renovation of the aforementioned facility.

SERVICES REQUESTED

The Owner is requesting architectural services from interested firms which can demonstrate an ability to meet the following criteria:

- Proficiency and experience in the planning and design of modern education, public service, and administrative spaces.
- Demonstrated proficiency in designing classroom spaces tailored for legal skill instruction, including spaces that may functionally serve as a modern, operational, legal setting.
- Experience in designing and sequencing a public improvement within an occupied facility whereby faculty, students, and staff may be relocated in whole or in part to other facilities, and subsequently the design needs required to accommodate this effort while maintaining all functions of the School of Law.
- Experience in designing a renovation and addition whereby the two integrate seamlessly and provide a complete and functional facility with minimal system duplication.
- Sufficient staff and sub consultant resources to fully complete the design work within 8 months of award of contract, with substantial completion of the project by July 1, 2015
- Experience in recommending a successful construction delivery method, which can include any of the methods approved for use by North Dakota state agencies and enumerated within the North Dakota Century Code chapter 48-01.2. This includes design-bid-build, construction manager at risk, or agency construction manager.

- Depending on delivery method, experience in preparing accurate cost estimates and realistic construction schedules within the current economic climate of this region.
- An ability to demonstrate proven leadership in effectively coordinating and managing the numerous design professionals necessary for a project that includes the infrastructure integration indicated above.
- A past history of creative yet proven designs that will provide the University of North Dakota with an innovative, functional design which fits within the existing architectural vernacular of this campus.
- Experience using BIM (REVIT) for building design.

Once selected, the Architect, with approval by the Owner, will select the required design professionals, including Mechanical, Electrical, Civil, and Structural Engineers who will act as subconsultants to, and be under contract with, the Architect.

PROPOSAL SUBMISSION

The University of North Dakota is seeking professional architectural services as per SBHE Policy Section 902.5, which specifies the means and method of selection and includes compliance with North Dakota Century Code statute 48-01.2 and 54-44.7. Interested applicants must submit six (6) copies of the written proposal, with one (1) USB flash drive having the proposal in Adobe PDF[®] format, which demonstrates the ability to meet the above criteria, in addition to the following requirements stipulated by the aforementioned statutes:

1. Satisfactory past performance on similar projects as described above, including references from previous, reputable clients supporting that performance.
2. The ability of professional personnel assigned to this project, specifically including the name, credentials, and experience of the project leader.
3. Willingness and ability to meet time and funding requirements.
4. The location of the applicant's place of business, specifically the headquarters of that business should there be more than one office.
5. The current and projected workload of the firm and how that workload will either enhance or potentially detract from the suggested project schedule.
6. Related project experiences, including color photographs of those completed projects most similar to that described above.
7. Descriptions of projects recently (within the past five years) completed for the University of North Dakota, and the consultant's perceived relationship with the owner and local/regional contractors.

Initial applicant evaluations will be based on the submitted written proposals. The three most qualified applicants will be invited to interview, with selection of the most qualified applicant based on criteria established by North Dakota State Board of Higher Education policy and North Dakota Century Code Statute. The selection committee will be composed of three individuals from the Law School, two representatives from the University administration, with oversight on selection compliance provided by the Director of Campus Capital Projects and Planning.

Additional information on the selection process used by the North Dakota University System can be found at:

<http://www.ndus.edu/makers/procedures/sbhe/default.asp?PID=6&SID=10>

Information and copies of the aforementioned North Dakota Century Code statutes can be found at:

www.legis.nd.gov/information/statutes/cent-code.html

Additional information regarding the Law School can be found at:

<http://law.und.edu/>

Negotiations with the successful applicant will require the architect to enter into a contract for services. Based on the administrative requirements for contract agreements between the North Dakota State Board of Higher Education and design consultants, the architect must be willing to comply with the terms and conditions contained within the American Institute of Architects form B 102-2007 and B 201-2007 as modified by the owner for compliance with the above noted terms. Draft samples of the agreement are available from the owner by request to the person and address listed below.

Firms responding to the RFP are invited to a building walk through and tour on Thursday, July 11, 2013 at 1pm CDT. No other tours will be scheduled, although requests for information will be received and responded to from the address below through July 15, 2013.

Proposals must be received no later than Monday, July 22, 2013 at 2:00 PM CDT. Applicants, by submitting this proposal, agree to be available for interviews during Tuesday, August 6, 2013. Applicants are required to ascertain that their proposals reach the following address by the above deadline:

University of North Dakota
Campus Capital Projects and Planning
Facilities Building, Room #205
3791 Campus Rd. Stop 7107
Grand Forks, ND 58202-7107
Attention: Maryann Olson – Contract & Budget Manager
(701) 777-3672