



**Board of Trustees
Finance and Administration Committee
March 16, 2021
8:00 AM
Live Stream**

Information Item

FAC-1 2021-2022 Annual Service Agreement Contracts

Background Information

At the December 6, 2013 meeting of the Board of Trustees, the Board authorized the Chancellor, ex-officio, to appoint architects and engineers for projects with authorized funding of \$2,000,000 or less and authorized the Chancellor to report all such appointments to the Board at its next meeting.

A solicitation for professional services was advertised on North Carolina General Administration website on November 25, 2020 and one hundred and fifty-six (156) letters of interest were received for the ten (10) disciplines listed in the attached memorandum.

The pre-selection committee reviewed the letters of interest and selection was based on the firms' qualifications. The firms identified in attachment FAC-1a (see below) were recommended for the 2021-2022 Annual Service Agreement contracts. These firms will be utilized on an as needed basis for projects whose funding is \$500,000 or less.

Based on the above information, the Chancellor appointed the selected firms on February 3, 2021.

FAC-1a Signed Memorandum from Robert J. Shea, Jr. to Chancellor Franklin D. Gilliam, Jr. regarding 2021-2022 Annual Service Agreement Contracts (See below)

A handwritten signature in black ink that reads "Bob Shea".

Bob Shea
Vice Chancellor for Finance and Administration



Finance and Administration
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MEMORANDUM

TO: Chancellor Franklin D. Gilliam, Jr.
FROM: Vice Chancellor Bob Shea *RS*
DATE: February 2, 2021
RE: 2021-2023 Open Ended Agreement

At the December 6, 2013 meeting of the Board of Trustees, the Board authorized the Chancellor, ex-officio, to appoint architects and engineers for projects with authorized budgets of \$2,000,000 or less and authorized the Chancellor to report all such appointments to the Board at its next meeting.

A solicitation for professional services was advertised on the North Carolina General Administration website on November 24, 2020, and one hundred fifty-six (156) letters of interest were received for the ten disciplines requested.

The Pre-Selection Committee reviewed Letters of Interest and selection was based on the firms' qualifications. The following firms are recommended for the 2021-2023 Open-End Agreement contracts. These firms will be utilized on an as needed basis for projects whose funding is \$500,000 or less.

Architectural Design

Firm Name	City	State	HUB Certified
310ai	Raleigh	NC	
HH Architecture	Raleigh	NC	Female
Lindsey Architecture	Greensboro	NC	
Shermin Ata, Architect PLLC	Greensboro	NC	Female
Skinner Farlow Kirwan Architecture	Raleigh	NC	
Teague Freyaldenhoven, Freyaldenhoven Architects & Planners	Greensboro	NC	Female
Walter Robbs Callahan & Pierce Architects, PA	Winston-Salem	NC	

Asbestos Abatement (Design and Testing Services)

Firm Name	City	State	HUB Certified
ECS Southeast, LLP	Greensboro	NC	
Froehling & Robertson, Inc.	Raleigh	NC	
S&ME, Inc.	Greensboro	NC	

Civil Engineering

Firm Name	City	State	HUB Certified
JC Waller & Associates, PC	Greensboro	NC	Black
NV5 Engineers and Consultants, Inc.	Cary	NC	
Westcott, Small & Associates, PLLC	Greensboro	NC	Female

Construction Cost Estimating Services

Firm Name	City	State	HUB Certified
Cumming Management Group, Inc.	Raleigh	NC	
Palacio Collaborative, Inc.	Durham	NC	Hispanic

MEP Engineering Services

Firm Name	City	State	HUB Certified
Affiliated Engineers, Inc.	Chapel Hill	NC	
DeVita & Associates, Inc.	Durham	NC	
Engineered Designs, Inc.	Cary	NC	Female
McKim & Creed, Inc.	Raleigh	NC	
Optima Engineering	Charlotte	NC	
Sigma Engineered Solutions, PC	Morrisville	NC	

Landscape Design

Firm Name	City	State	HUB Certified
Alfred Benesch & Company	Charlotte	NC	
CLH Design, p.a.	Cary	NC	Female
Susan Hatchell Landscape Architecture, PLLC	Raleigh	NC	Female

Materials Testing/Geotechnical Engineering

Firm Name	City	State	HUB Certified
ECS Southeast, LLP	Greensboro	NC	
Geo-Hydro Engineers, Inc.	Greensboro	NC	
S&ME, Inc.	Greensboro	NC	
Stewart Engineering, Inc., dba Stewart	Raleigh	NC	Hispanic

Roofing, Waterproofing and Building Envelope

Firm Name	City	State	HUB Certified
Atlas Engineering, Inc	Raleigh	NC	
Raymond Engineering Georgia, Inc	Raleigh	NC	Hispanic
REI Engineers, Inc.	Charlotte	NC	
Terracon Consultants, Inc	Greensboro	NC	

Structural Engineering

Firm Name	City	State	HUB Certified
Atlas Engineering, Inc	Raleigh	NC	
Lynch Mykins Structural Engineers, PC	Raleigh	NC	Female
SKA Consulting Engineers, Inc.	Greensboro	NC	

Surveying and Utility Location Services

Firm Name	City	State	HUB Certified
CES Group Engineers, LLP	Denver	NC	Female
JC Waller & Associates, PC	Greensboro	NC	Black
Timmons Group, Inc.	Charlotte	NC	

A formal reporting of your selection will be made at the next meeting of the Board of Trustees.
Please acknowledge your approval of the listed firms by your signature below.

Approved: Frank O'Neil Date: 2/3/21
Chancellor

cc: Sameer Kapileshwari
Ken Pearce
Lenny Caudill