



Office of the State Engineer
523 East Capitol Ave. Pierre, South Dakota 57501
605.773.3466 / <http://boa.sd.gov/state-engineer>

May 8, 2023

RE: REQUEST FOR STATEMENT OF INTEREST
BELBAS, BUSINESS OFFICE MOVE
UNIVERSITY OF SOUTH DAKOTA
VERMILLION, SOUTH DAKOTA
OSE# R0623--22X

The State is looking for firms interested in providing professional Architectural and Engineering services for the project referenced above. The project scope will involve the design, bid and construction for Belbas, Business Office Move at the University of South Dakota in Vermillion, South Dakota, OSE # R0623--22X.

The project will consist of renovating a portion of the main floor of Belbas Center for the Business Office. The renovation will include, but is not limited to, demolition, framing, doors, finishes, specialties, plumbing, HVAC, lighting and electrical upgrades.

The construction budget for the project is \$300,000, but be advised that this number is subject to change. The project will need to be designed and ready for bid advertisement for a bid date in December 2023. Construction is anticipated to occur January 2024 – June 2024.

Firms desiring to be considered for providing professional services for this project should send a statement of interest that outlines qualifications and experience for this project. Statements of Interest should at a minimum include the following:

1. Specialized expertise, capabilities, experience in designing similar facilities, and technical competence as demonstrated by the team's capabilities, proposed approach and methodology to meet the project requirements. (15%)
2. Resources available to perform the work, including any specialized services, within the specified time limits for the project. Include resumes of all personnel, including sub-consultants who will be assigned to this project for the entire duration. (25%)
3. Record of past performance, including price and cost data from previous projects, quality of work, ability to meet schedules, cost control, and contract administration. (35%)
4. Availability to project locale. (5%)
5. Familiarity with project locale. (10%)
6. Proposed project management techniques. (5%)
7. Ability and project history in handling special project constraints. (5%)

A technical review committee will select the firm based on the criteria shown. The committee respectfully requests that statements of interest be limited to 25 pages or less. This is not a requirement; merely a request.

Copies of the statement of interest must be submitted by **4:00 PM CT on Thursday, June 1, 2023**. Please send electronic copies (media or e-mail attachment) as quantified to each of the following:

(1 electronic copy)

Sara Norstrom, Senior Engineer
Office of the State Engineer

4900 S. Minnesota Avenue, Suite 104
Sioux Falls, SD 57108
Phone: 605.280.6606
E-mail: Sara.Norstrom@state.sd.us

(1 electronic copy)

Jordynne Mart, Building Engineer II
Facilities Management
University of South Dakota
414 E Clark Street
Vermillion, SD 57069
Phone: 605.658.3313
E-mail: Jordynne.Mart@usd.edu

Firms wanting additional site/project information should contact the OSE Senior Engineer, Sara Norstrom. To schedule a site visit contact Jordynne Mart. Thank you for your interest in this project; we look forward to working with you.

Respectfully,

Stacy Watters, PE
State Engineer

CC: Sara Norstrom, OSE
Jordynne Mart, USD
Brian Limoges, USD