



# UNCP Campus Recreation/Baseball/Softball Outdoor Complex Project

## General:

The University of North Carolina at Pembroke is seeking Request for Qualifications from qualified professionals to provide construction materials testing and special inspections for soils, concrete, masonry, steel construction, and wood construction. Testing and inspections are to following code requirements, construction documents, and established standards and procedures.

## Project Scope

North Carolina at Pembroke is seeking letters of interest from qualified professionals to provide construction materials testing and special inspections for soils, concrete, masonry, steel construction, and wood construction. Testing and inspections are to following code requirements, construction documents, and established standards and procedures. Athletics and campus recreation are building an outdoor sports complex. Components include turf on Lumbee Field, lighting and fencing for baseball and Lumbee Fields, a new restroom, concession, and storage facility for Softball Field, drainage improvements, covered hitting facilities for Baseball and Softball, and wall padding for Baseball Field.

**Project Budget**            **\$11,300,000**

## Intended Schedule:

**04/30/2024**    Request for Qualifications Due  
**05/08/2024**    Selection Committee  
**05/10/2024**    Notify Selected Firm

## Please go to the following website

<https://www.uncp.edu/resources/facilities-planning-and-construction/information-designers>

For further information regarding submission requirements

**To view a map of the UNC Pembroke** campus and locate the building included in this project, visit

<https://www.uncp.edu/about/campus-map>

## Notes

- Failure to follow the directions or contacting anyone other than the listed contact may result in submission being classified as non-responsive.
- Responses shall be electronically submitted and should be no more than (20) pages at 8.5 x 11, excluding SF-330 form.
- It is the submitting firm's responsibility to ensure the materials are received by the due date and time. The University does not take responsibility for incomplete or late submissions.
- Email One (1) electronic copy formatted as (PDF) in order addressing the following criteria:



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## **Tab 1: Completed Information Sheet** (Website Link)

- 1.1 On your completed Information Sheet, please include the primary contact person's name and email address which will be used by the University for all future communications.

## **Tab 2: Letter of Interest** (Cover Letter)

- 2.1 Address the cover letter to the Project Contact or Project Manager

## **Tab 3: Project Team Organization Chart**

- 3.1 Adequate staff and proposed design or consultant team and their relevant project experience

## **Tab 4: Relevant Experience & Other Important Factors**

- 4.1 Specialized or appropriate expertise in the type of project
- 4.2 Past performance on similar projects illustrating experience with complex buildings and building sites.
- 4.3 Current workload and State projects awarded
- 4.4 Proposed design approach for the project
- 4.5 Recent experience with project costs and schedule adherence (include projects most like this Project)
- 4.6 Construction administration capabilities
- 4.7 Proximity to and familiarity with the area where project is located
- 4.8 Record of successfully completed projects without major legal or technical problems
- 4.9 Energy Conservation/LEED Experience

## **Tab 5: Minority Business Participation Plan** (include design and construction efforts to reach UNCP HUB goals)

## **Tab 6: Current SF-330**

**\* The Proposal (Tabs 1-5 above) will be reviewed for firms' qualifications as Letter of Interest. As a reminder, the SF-330 (Tab 6) is an attachment to the proposal and is viewed as such. It is not a supplement or replacement for the proposal itself and will not be formally reviewed in the detail as Tabs 1-5.**

Firms are requested to assure receipt of One (1) electronic copy via email in PDF format to the project contact, by above deadline to:

[matthew.greene@uncp.edu](mailto:matthew.greene@uncp.edu)

**Matt Greene,**

Project Manager

UNC Pembroke Facilities Planning Design & Construction

Project Manager

All communications via email only to the project contact and Cc: [dhall@thinkbha.com](mailto:dhall@thinkbha.com).

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