



Third-Party Construction Materials Testing and Special Inspections

Health Science Center
REQUEST FOR QUALIFICATIONS

Project Scope

UNCP seeks to engage an independent design firm through a publicly advertised, qualifications-based selection process to provide Construction Materials Testing and Special Inspections for the new Health Sciences Building, which will be approximately 75,000 gross square feet across two to three stories. Services should include, but are not limited to, testing and inspection of soils, concrete, masonry, steel, and other construction systems to ensure compliance with code requirements, construction documents, and established standards and procedures. "Special Inspections" refer to detailed, enhanced inspections that go beyond the standard requirements of the Design Contract, providing a higher level of construction observation and oversight. While lead designers will continue regular construction observation visits as outlined in the design contract, UNCP values the impartial perspective provided by a third party.

Total Project Budget \$ 91,000,000

The Pre-Submittal Meeting will be held virtually to expand participation, provide additional project information, and answer limited questions. The Meeting is not mandatory but encouraged as it will provide the only opportunity for discussion.

A Pre-submittal Meeting 11/19/2024 at 2:00 PM via WebEx:

<https://uncp.webex.com/uncp/j.php?MTID=m3a8b9a7e942eb804af7063a0ded27882>

Join by the meeting number.

Meeting number (access code): 2306 389 2088

Meeting password: sKQE7YYRU54

Tap to join from a mobile device (attendees only)

[+1-415-655-0001..23063892088##](tel:+1-415-655-0001..23063892088##)

tel:%2B1-415-655-0001, *01*23063892088%23%23*01* US Toll

Global call-in numbers

<https://uncp.webex.com/uncp/globalcallin.php?MTID=me3fd2e30cc5467e6af60a9820395b426>

Join from a video system or application

Dial [23063892088@uncp.webex.com](tel:23063892088@uncp.webex.com) sip:[23063892088@uncp.webex.com](tel:23063892088@uncp.webex.com)

You can also dial 173.243.2.68 and enter your meeting number.

If you are a host, [click here](#) and login site to view host information.

Need help? Go to <https://help.webex.com>



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Intended Schedule (subject to change)

11/19/2024	Pre-Submittal Meeting (Virtual via WebEx URL above)
12/03/2024	Finalist Notified
12/17/2024	Interviews (Virtual)

Please go to the following website for further information regarding submission requirements

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

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

<https://earth.google.com/web/@34.68876746,79.19835818,52.32965387a,1258.35535042d,60y,-0h,0t,0r>

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.
- Submit One (1) electronic copy via email in PDF format to project contact



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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 Past performance on similar projects to proposed solicitation illustrating experience with projects on university campus sites.
- 4.2 Current workload and State projects awarded.
- 4.3 Proposed design approach for the project
- 4.4 Recent experience with project costs and schedule adherence (include projects most like this Project)
- 4.5 Construction administration capabilities
- 4.6 Proximity to and familiarity with the area where project is located.
- 4.7 Record of successfully completed projects without major legal or technical problems.
- 4.8 Energy Conservation/LEED/Green Globes 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 a PDF format to the Project Contact and Cc: douglas.hall@uncp.edu, by the stated deadline. The intended Schedule is subject to change:

kevin.wirmore@uncp.edu

Kevin Witmore

Project Manager (contact)

UNC Pembroke Facilities Planning Design & Construction

All communications to the project contact via email only, and Cc: douglas.hall@uncp.edu

UNC SO Advertisement: <https://www.northcarolina.edu/apps/finance/vendors/opportunities.htm>