



The University of North Carolina Pembroke Campus Gas Line Replacement

Request for Qualifications



1

Introduction

UNCP is embarking on a comprehensive modernization campus wide project and planning. The Gas Line Replacements involves systematically upgrades to aging gas lines to ensure reliable. The project will be executed in phases to minimize disruptions to building occupants.

1

Introduction

Agenda

05 minutes

9:05-9:10

General- Please provide the contact information (name, firm, email, and best contact number) to assist with any future inquiries you may have.

Victor D. Deese, MCM, MPA, MOAS

ASSISTANT Vice Chancellor for FACILITIES
MANAGEMENT

Matt Greene

Project Manager

Facilities Planning, Design and Construction

Douglas Hall, AIA NCARB

Interim University Architect

**Thank you for your interest in UNCP
and our Campus Gas Line Replacement
Project**

2

Intended Schedule

Agenda

05 minutes

9:10-9:15

Timeline for this Process (subject to change as necessary) is as follows:

11/21/2024-eVP Posting

12/03/2024-Pre-proposal (Virtual)
Webex Attendance is not mandatory, but highly encouraged.

12/10/2024-Deadline Noon

12/18/2024-Notify Finalist

1/14/2025-Interviews (Virtual)

02/20/2025-Priority recommendation to UNCP Board of Trustees.

03/07/2025 Proposal Fee Request

3

Scope

Agenda

05 minutes

9:15-9:20

The full design and construction administration will be required for phases within the current authorized budget. The designer will assist identification and prioritization of additional phases and may be retained for full design and construction of additional phases funded within 18 months at UNCP's option.

Comprehensive Design Services

Site Assessment: Conduct a detailed survey of the existing gas line infrastructure to identify outdated and deteriorating components requiring replacement.

Design: Develop detailed designs for a modern gas line system, focusing on safety, durability, and compliance with current codes and standards.

Phased Implementation Plan: Plan temporary gas supply solutions to ensure uninterrupted service during the replacement.

4

Budget

Agenda

05 minutes

9:25-9:30

Total Project Budget \$651,113

General Tasks

Provide professional services for the project per the terms of the latest edition of the document titled North Carolina State Construction Manual.

Delivery method:

Design-Bid-Build

Owner Contracts

Surveys
SI/CMT

5

Specific Requirements

1. Responses shall be electronically submitted
2. No more than (20) pages at 8.5 x 11 or (15) spreads at 11 x 17, excluding SF-330 form.
 - FAQ: What counts in the page limits?
If it has ink on the page, it counts toward your page limits
3. Submit One (1) copy send via email formatted PDF
4. Follow Prescribed Format as detailed. (Tabs 1-6)
5. 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.

5

Specific Requirements

Tab 1: Completed Information Sheet (Website Link)

Tab 2: Letter of Interest (Cover Letter)

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 planning studies

4.3 Current workload and State projects awarded (Designer and Major Consultants)

4.4 Proposed design approach for the project

4.5 Recent experience with project costs and schedule adherence (please Include projects most similar)

4.6 Proximity to and familiarity with the area where project is located

5

Specific Requirements

Tab 4: Relevant Experience & Other Important Factors (Continued)

- 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 Resiliency Design Experience

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

Tab 6: Current SF-330

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.
2. The Proposal (Tabs 1-5 above) will be reviewed for firms' qualifications as Letter of Interest.
3. 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

6

Agenda

20 minutes

9:35-9:55

Your Questions

All communications must be submitted via email.

Questions asked and answered as part of Preproposal meeting will be documented and submitted as an addendum on the UNCP website.

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

We appreciate your attentive listening and your enthusiasm for UNCP!