



The University of North Carolina Pembroke DF Lowry & Dial Boiler Replacements

Request for Qualifications



1

Introduction

The university is undertaking a project to replace the heating boilers in the DF Lowry and Dial buildings. This upgrade aims to improve energy efficiency, ensure reliable heating, and enhance the overall performance of the heating systems in these facilities. The new boilers will provide better temperature control, reduce maintenance costs, and support the university's commitment to sustainability and energy conservation.

1

Introduction

Agenda

05 minutes

11:05-11:10

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 DH Lowry & Dial Boiler
Replacement Project**

2

Intended Schedule

Agenda

05 minutes

11:10-11:15

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
11:15-11:20

The Design Team selected will be retained through full design and construction services.

By addressing the following, the designer ensures a smooth transition to efficient and reliable heating systems for the DF Lowry and Dial buildings.

Conduct a Comprehensive Assessment

Evaluation: Inspect the current boiler systems, including their placement, connections, and condition.

Load Calculations: Analyze the buildings' heating demands to confirm the boiler capacity required.

Infrastructure Review: Assess existing piping, venting, electrical connections, and the feasibility of accommodating high-efficiency units.

3

Scope

Agenda

05 minutes

11:15-11:20

Develop the System Design

Boiler Specification: Select high-efficiency boilers that meet energy standards and building needs.

Backup Systems: Design temporary connections to accommodate backup heating units, ensuring operational redundancy.

Integration: Plan for integration with existing building systems while accounting for the challenges of retrofitting older structures.

Provide Cost Analysis

Budgeting: Develop a detailed cost estimate for equipment, labor, and potential auxiliary upgrades (e.g., controls, venting).

Long-Term Savings: Highlight the operational savings and efficiency improvements associated with the new boilers.

Documentation: Deliver as-built drawings, operation manuals, and maintenance schedules.

Scope

Agenda
05 minutes
11:20-11:25

Faculty Row & North Campus

3

Health
Sciences

North
Academics

Athletics,
Recreation,
& Performing
Arts

Faculty Row
& Old Main



● Scope Areas

4

Budget

Agenda

05 minutes

11:25-11:30

Total Project Budget \$550,000

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

11:35-11:55

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!