



The University of North Carolina Pembroke Livermore and Jones Generators

Request for Qualifications



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Introduction

University of North Carolina at Pembroke invites qualified professionals to submit their qualifications to provide comprehensive design and construction administration services to Mary Livermore Library, built in 1967 (51,685 square feet), and the Jones Health & Physical Education building, constructed in 1972 (125,531 square feet). Ensuring compatibility between existing infrastructure and new generators is essential. Compliance with codes and regulations is necessary while integrating the new generators and their specific applications. Furthermore, the design and construction phases must coincide with the academic calendar.

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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

Kevin Witmore

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**

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Intended Schedule

Agenda

05 minutes

9:10-9:15

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

01/21/2025-eVP Posting

01/28/2025-Pre-proposal (Virtual)
Webex Attendance is not mandatory but highly encouraged.

02/11/2025-Deadline Noon

02/04/2025-Questions-Responses

02/19/2025-Notify Finalist

03/11/2025-Interviews (Virtual)

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Scope

Agenda

05 minutes

9:15-9:20

The full design and construction administration will be necessary for phases if required within the currently authorized budget. The designer will assist in identifying and prioritizing tasks to ensure compatibility with the existing infrastructure.

Comprehensive Design Services

Load Analysis: Evaluate the current and future power needs to ensure the new generator meets or exceeds capacity requirements.

Compatibility: Ensure compatibility with existing electrical infrastructure, transfer switches, and distribution panels.

- Emissions Compliance
- Noise Levels
- Reliability and Maintenance
- Redundancy and Scalability
- Cooling and Ventilation
- Safety and Security
- Budget and Lifecycle Costs:

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Budget

Agenda

05 minutes

9:25-9:30

Total Project Budget **\$1,813,429**

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 (as needed)

Surveys
SI/CMT

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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 is 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.

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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

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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

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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!