MEETING AGENDA

PART I: GENERAL INFORMATION

PART II: SUBMITTAL REQUIREMENTS

PART III: PROJECT OVERVIEW

PART IV: QUESTIONS

CMR PRE-SUBMITTAL CONFERENCE  10.02.2019
GENERAL

• WELCOME
• INTRODUCTIONS
• QUESTIONS: ELIZABETH FRERE
  PHONE: 704-687-0558
  EMAIL: EFRERE@UNCC.EDU

• UPDATES & ADDENDA:
  HTTP://FACILITIES.UNCC.EDU/ADVERTISEMENTS
  - PRESENTATION WILL BE POSTED AT ABOVE LINK
SUBMITTAL SCHEDULE

• PROPOSAL DUE DATE: 2:00PM OCTOBER 16TH

• SHORTLISTING TO BE COMPLETED END OF OCTOBER 2019

• INTERVIEWS WITH SELECTED FIRMS MID-NOVEMBER 2019

• FINAL SELECTION ANTICIPATED BY LATE NOVEMBER

• PRE-CONSTRUCTION SERVICES TO BEGIN NOVEMBER 2019
SUBMITTAL FORMAT

• NO LARGER THAN 12 ½” HEIGHT X 9 ½” WIDTH

• PROVIDE FIVE (5) PRINTED COPIES & ONE (1) DIGITAL

• 60 PAGE LIMIT (OR 30 DOUBLE SIDED PAGES)
  - DOES NOT INCLUDE: COVERS, TABS, BLANK PAGES, CARDSTOCK BACKS, ETC.

• PAGE COUNT DERIVED FROM DIGITAL COPY, SO OMIT ALL BLANK PAGES FROM DIGITAL VERSION

• SF 330 IS REQUIRED FOR PORTIONS OF THE SUBMITTAL. DOWNLOAD FORM AT: HTTP://WWW.GSA.GOV/PORTAL/FORMS/DOWNLOAD/116486
SUBMITTAL ORGANIZATION

I. OPTIONAL COVER LETTER

II. TABLE OF CONTENTS

III. QUALIFICATIONS QUESTIONNAIRE

✓ PROJECT TITLE
✓ PROPOSER NAME
✓ PROFILE OF PROPOSER
✓ PROJECT EXPERIENCE
✓ ATTACHMENTS
SUBMITTAL
QUALIFICATIONS QUESTIONNAIRE

• PROJECT TITLE
• PROPOSER NAME
• PROFILE OF PROPOSER
• PROJECT EXPERIENCE
  - LIST AT LEAST 3 AND UP TO 10 PROJECTS OF SIMILAR SIZE AND COMPLEXITY
  - PROVIDE REQUESTED INFORMATION FOR ITEMS B-D IN SF 330 PART I, SECTION F, SUB-SECTION 24 (INCLUDE AT LEAST ONE PHOTO PER PROJECT)
  - PROVIDE ONE SF 330 PART I, SECTION G FORM, WITH SUB-SECTIONS 26-29
SUBMITTAL SELECTION CRITERIA

SUBMITTALS MUST CLEARLY PROVIDE INFORMATION FOR EACH OF THE TEN CATEGORIES:

1) WORKLOAD THAT CAN ACCOMMODATE THE ADDITION OF THIS PROJECT.
2) RECORD OF SUCCESSFULLY COMPLETED PROJECTS OF SIMILAR SCOPE WITHOUT LEGAL OR TECHNICAL PROBLEMS.
3) PREVIOUS EXPERIENCE WITH THE PUBLIC OWNER, A GOOD WORKING RELATIONSHIP WITH OWNER REPRESENTATIVES, PROJECTS COMPLETED IN A TIMELY MANNER AND AN ACCEPTABLE QUALITY OF WORK.
4) KEY PERSONNEL THAT HAVE APPROPRIATE CONTRACT EXPERIENCE AND QUALIFICATIONS.
5) RELEVANT AND EASILY UNDERSTOOD GRAPHIC OR TABULAR PRESENTATIONS.
6) COMPLETION OF CONSTRUCTION MANAGER AT RISK PROJECTS IN WHICH THERE WERE FEW DIFFERENCES BETWEEN THE GUARANTEED MAXIMUM PRICE AND FINAL COST.
7) PROJECTS THAT WERE COMPLETED ON OR AHEAD OF SCHEDULE.
SUBMITTAL SELECTION CRITERIA

SUBMITTALS MUST CLEARLY PROVIDE INFORMATION FOR EACH OF THE TEN CATEGORIES:

8) RECENT EXPERIENCE WITH PROJECT COSTS AND SCHEDULES.
9) CONSTRUCTION ADMINISTRATION CAPABILITIES.
10) PROXIMITY TO AND FAMILIARITY WITH THE AREA WHERE THE PROJECT IS LOCATED.
11) QUALITY OF COMPLIANCE PLAN FOR MINORITY BUSINESS PARTICIPATION AS REQUIRED BY G.S.143-128.2

12) OTHER FACTORS THAT MAY BE APPROPRIATE FOR THE PROJECT, FOR EXAMPLE SCIENCE RESEARCH LABS.

*STRONG MECHANICAL EXPERTISE*
SUBMITTAL
QUALIFICATIONS QUESTIONNAIRE

• KEY PERSONNEL
  - PROVIDE INFORMATION REQUIRED IN ITEMS A-D
  - USE SF 330 PART I, SECTION E TO PROVIDE RESUMES AND REFERENCE INFORMATION. INCLUDE SEPARATE SECTION E FORM FOR EACH RESUME (INCLUDE RESUMES IN ATTACHMENT D OF SUBMITTAL).
  - FOR ITEM E PROVIDE ORGANIZATIONAL CHART (INCLUDE IN ATTACHMENT E OF SUBMITTAL)

• PROJECT PLANNING
  - PROVIDE INFORMATION REQUIRED IN ITEMS A-B

• ATTEST QUESTIONNAIRE

• VERIFICATION FORM
SUBMITTAL QUALIFICATIONS QUESTIONNAIRE

• PROVIDE ATTACHMENTS IN THIS ORDER:
  - ATTACHMENT A: COPY OF STATE OF NC CONTRACTOR’S LICENSE
  - ATTACHMENT B: LETTER FROM SURETY COMPANY
  - ATTACHMENT C: SWORN STATEMENT (LISTED PERSONNEL WILL BE EXCLUSIVELY ASSIGNED TO THIS PROJECT FOR THE DURATION)
  - ATTACHMENT D: RESUMES (USE SF 330 PART I, SECTION E)
  - ATTACHMENT E: ORGANIZATIONAL CHART
  - FINANCIALS (BALANCE SHEET AND INCOME STATEMENT IF AVAILABLE) TO BE SUBMITTED SEPARATELY IN A SEALED ENVELOPE AS A SINGLE COPY. WILL NOT COUNT TOWARDS THE 60 PAGES!
CMR REQUIREMENTS

SUB-CONTRACTOR PRE-QUALIFICATION

• NC STATE PRE-QUALIFICATION PROCEDURES AND FORMS CAN BE FOUND AT: 
  HTTPS://NCADMIN.NC.GOV/BUSINESSES/CONSTRUCTION/FORMS-DOCUMENTS

• APPEALS PROCEDURE REQUIRES PRE-QUALIFICATION TO BE MOVED FARTHER AHEAD IN THE SCHEDULE (TO ALLOW ADEQUATE TIME FOR APPEALS PRIOR TO BIDDING)

HUB PARTICIPATION

• GOAL FOR THIS PROJECT IS 10%
PROJECT OVERVIEW

BUDGET

• THE TOTAL BUDGET IS $19.1M, WHICH INCLUDES:
  a. DESIGN FEES
  b. FURNISHINGS (AV & FIXED EQUIPMENT)
  c. IT INFRASTRUCTURE
  d. CONSTRUCTION
  e. SOFT COSTS
  f. OFF-SITE UTILITY INFRASTRUCTURE

• ESTIMATED CONSTRUCTION BUDGET IS $15.9M
PROJECT OVERVIEW

SCOPE

• PROJECT: RENOVATE CAMERON 2\textsuperscript{ND} FLOOR

• PURPOSES:
  
  1. PROVIDE ADDITIONAL SPACE FOR CHEMISTRY RESEARCH LABS, CHEMISTRY FACULTY OFFICES, AND DEPARTMENT OFFICES.

  2. RENOVATION TO INCLUDE LIFE-SAFTETY, ADA COMPLIANCE, AND OTHER BUILDING CODE DEFICIENCIES.
Cameron Hall Existing 2nd Floor

- 40,500 net square feet

University departments currently on second floor:

- FADO
- Civil & Environmental Engineering
- Clean Room & MBE Lab
- Geography & Earth Science
- Kinesiology
- MOSAIC
- Systems Engineering
PROJECT OVERVIEW

SCOPE

Cameron Hall Existing Interstitial Floor
PROJECT OVERVIEW

SCHEDULE

• AP STARTED: AUGUST 2019

• CAMERON 2nd FLOOR RENOVATION CD’S COMPLETE: AUGUST 2020
  ➢ POTENTIAL EARLY SITE PACKAGE SUMMER 2020

• CONSTRUCTION: SEPTEMBER 2020 – SEPTEMBER 2021
QUESTIONS?