Facilities Operations/Parking Services Complex

11:00am June 9, 2016
McEniry Room 127
Meeting Agenda

PART I - General
• Welcome
• Introductions
• **Questions:**
  bhkugler@uncc.edu
• **Updates:**
  facilities.uncc.edu/advertisements
• HUB and Small Business Enterprise are not considerations for designer selection

PART II - Submittal
• Schedule
• Submittal Format
• Selection Criteria

PART III - Project
• Overview
• General Project Information
• Key Qualifications
• Designer Questions
• Project Site
• Project Timeline
Submittal Schedule

Proposal Due Date June 23rd at 2:00 PM

Shortlisting to be completed in early July
Interviews for selected firms will be in the afternoon of July 27, 2016
Submittal Format

No larger than 12 ½” in height x 9 ½” in width
Provide 5 printed copies & 1 digital copy
40 page limit (20 double sided)
Page limit includes all printed pages, but not covers, tabs, clear covers, blank pages, cardstock backs, etc.
Page count will be derived from digital copy, so omit all blank pages from the digital version.
Submittal Organization

Provide Information in the following Order:

A. Required Submittal Cover Sheet
B. Designer’s Supplemental Information Form (or Designer’s Staffing Information Form)
C. Cover letter (optional)
D. SF330 Part I & II (Make sure to fully complete and submit both parts!)
   – Note: please list square foot cost for projects shown in bold print!
E. Supplemental Information organized into 10 categories with subheadings matching the 10 Designer Selection Criteria
Selection Criteria

Submittals must clearly provide information for each category below utilizing the numbering system and categories for the submittal subtitles.

(1) Specialized or appropriate expertise in the type of project.
(2) Past performance on similar projects.
(3) Adequate staff for the proposed project design team.
(4) Current workload and State projects awarded.
(5) Proposed design approach for the project.
(6) Recent experience with project costs and schedules.
(7) Construction administration capabilities.
(8) Proximity to and familiarity with the area where project is located.
(9) Record of successfully completed projects without major legal or technical problems.
(10) Other factors that may be appropriate for the project.

Note:

The current workload and past performance of sub-consultants on the designer’s team will also be considered when evaluating qualifications.

For all relevant project examples submitted, provide a matrix indicating which design team members worked on the project(s).
Project Overview

Project Budget
Total Project - $22.8M incl. soft costs
Construction Cost - ~$16M

Project Size
32,000 gsf – Facilities Operations
23,700 gsf – Receiving & Stores facility & warehouse
   4,000 gsf – Storage Sheds (x3)
   6,800 gsf – Metal Canopy
  7,000 gsf – Parking Services
81,500 gsf – Total
General Project Information

• You will need to work with us and our stakeholders to determine the most effective use of our new space.
• Facility will need to serve various user groups and a wide range of vehicles
• Project will include an Early Site Package
• Construction Manager at Risk delivery method.
Design Team Qualifications

• Experience with North Carolina State Construction Office
• History of projects with multiple end users
• Knowledge of Construction Manager at Risk delivery method
• Experience with Early Site Package development
• Experience with multi-use facilities
• Experience with traffic & transportation design
General Design Team Qualifications

Show us **Sample Projects and Details that were designed by the proposed project team**

Firm experience is much less relevant if the individuals on the design team did not participate in the project

Show us Sample Projects that demonstrate prior collaboration of the entire design team –

**TEAM EXPERIENCE**

**SF330-Section G Matrix**

Team experience is important between Lead Designer and proposed consultants
Proposed Move
Existing Facilities

[Map showing facilities located on a university campus, including receiving and stores, boiler plant, facilities operations and parking services, with labels for streets like Mary Alexander Road, Craver Road, and lot numbers like Lot 10.]
Existing Project Site
Project Timeline

- **Start Design**
- **Advance Planning**
  - Early Site Design
  - Early Site Bidding
  - Balance of Work Design
  - Early Site Construction
  - Balance of Work Bidding
  - Balance of Work Construction
- **Construction Completion**
- Move-In
QUESTIONS ?