



The University of North Carolina Pembroke **Fire Alarm Control Panel Replacement**

Request for Qualifications



1

Introduction

Pembroke, along with The University of North Carolina at Pembroke, has a significant historical association with the Lumbee People, setting it apart from other campuses. This Lumbee identity is a fundamental aspect of the university's sense of place.

1

Introduction

Agenda

05 minutes

3:05-3:10

General- As a component of air traffic control, kindly enable the mute function so we can communicate via "chat". Please provide us with your name, and we will acknowledge you and assist with any inquiries you may have.

Mark Vesely

Director of Operations and Maintenance

Bobby Locklear

Project Manager

Facilities Planning, Design and Construction

Douglas Hall, AIA

Interim Architect

Thank you for your interest in UNCP's Fire Alarm Control Panel Replacements

It is crucial for the campus of UNCP to enhance its safety systems to ensure the well-being of its students, faculty, and staff. These systems must be functioning effectively and maintained properly to guarantee long-term operational reliability, while also complying with relevant codes. Additionally, their life cycle should be sufficiently long to minimize the need for recurring expenses.

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Intended Schedule

Agenda

05 minutes

3:10-3:15

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

2/15/2023-IPS Posting

2/28/2023-Pre-proposal virtual WebEx meeting hosted by UNCP at 3:00 p.m. (EST) Attendance is not mandatory, but highly encouraged.

3/6/2023-Questions Due Noon

3/8/2023-Answers Posted

3/14/2023-Deadline Noon for proposers to submit Letters of Interest to UNCP

3/21/2023-Notify Finalist

4/4/2022-Interviews

4/20/2023 TBD-Recommendation to UNCP Board of Trustees for awarding contract.

3

Scope

Agenda

05 minutes

3:15-3:20

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

UNCP requires to have a solid replacement plan for a number of buildings. Design and implementation provides an excellent opportunity for UNCP to create or bolster our emergency communications and mass notification procedures.

Existing systems are comprised of both addressable and non-addressable systems. All systems have annunciators, duct detectors, heat detectors, smoke detectors, audible / visual devices, pull stations, remote power supplies and back up battery systems.

All systems are to be replaced with modern, addressable systems and all devices on the system are to be replaced. All devices are to be labeled

Scope

Agenda
05 minutes
3:20-3:25

South Campus Old Main & Faculty Row

The University is seeking designers to work on replacing fire control panels across multiple buildings.

- Lumbee Hall
- Livermore Library
- Jones Health
- PE Facility
- Old Main buildings.

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**Health
Sciences**

**North
Academics**

**Athletics,
Recreation,
& Performing
Arts**

**Faculty Row
& Old Main**



● **Scope Areas**

4

Budget

Agenda

05 minutes

3:25-3:30

Total Project Budget \$782,000

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

Geotech/ 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 (10) spreads at 8.5 x 11, excluding SF-330 form.
 - FAQ: What counts in the page limits? If has ink on the page, it counts toward your page limits
3. Submit One (1) electronic copy (PDF) via flash drive.
Provide only one file. The drive on the file will be used as the response to the professional selection.
4. Follow Prescribed Format as detailed. (Tabs 1-6)
5. **It is the submitted 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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Agenda

05 minutes

3:30-3:35

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 Fire Alarm Control Panel Replacements illustrating experience

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 (Include projects most similar Fire Alarm Control Panel Replacements)

4.6 Construction administration capabilities

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

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Agenda

05 minutes

3:30-3:35

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/LEED 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

3:35-3:55

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!