



# The University of North Carolina Pembroke **DF Lowry Sewer Line 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 DH Lowry Sewer Line Replacement**

**The project aims** to upgrade the sewer infrastructure surrounding D.F. Lowery and Locklear by replacing the existing terracotta piping system.

**Project Area** has experienced high maintenance needs in recent years for both water and sewer making this a high priority project; note there is additional infrastructure in the area to be replaced and repaired.

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# 2

## Intended Schedule

### Agenda

**05 minutes**

3:10-3:15

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

**3/21/2023**-IPS Posting

**4/04/2023**-Pre-proposal virtual WebEx meeting hosted by UNCP at 3:00 p.m. (EST) Attendance is not mandatory, but highly encouraged.

**4/11/2023**-Questions Due Noon

**4/12/2023**-Answers Posted

**4/18/2023-Deadline Noon** for proposers to submit Letters of Interest to UNCP

**4/25/2023**-Notify Finalist

**5/23/2022**-Interviews

**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 desires to obtain professional services for design of sewer line rehabilitation or replacement to meet current and future capacity needs. The produced plans, specifications and contract documents for the project. Also confirm and identify needs for easements.

Currently UNCP envisions the design team to assist providing scheduling plan for survey, utility mapping to reconcile and prepare documents and provide support to UNCP in the bid, contract and construction phases.

# Scope

Agenda  
**05 minutes**  
3:20-3:25

## South Campus

The University is seeking designers to work on replacing DH Lowry Sewer Line Replacement

# 3

**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    \$553,150.00**

**Delivery method:**

Design-Bid-Build

### **General Tasks**

Provide professional services for the project per the terms of the latest edition of the document titled North Carolina State Construction Manual.

**Owner Contracts**

Geotech/ SI/CMT



# 5

**Agenda**  
**05 minutes**  
3:30-3:35

## 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 the 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) electronic copy (PDF) of the proposal, submitted via email to the Project Manager, copy Mark.Vesely@uncp.edu, Director of Operations and Maintenance, and Douglas.Hall@uncp.edu, Interim Architect.

Provide only one file. The drive on the file will be used as the response to the professional selection.

4. Follow the Prescribed Format as detailed. (Tabs 1-6)
5. The submitted firm is responsible for ensuring the materials are received by the due date and time.

**The University does not take responsibility for incomplete or late submissions.**

# 5

## **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 DH Lowry Sewer Line Replacement 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 DH Lowry Sewer Line Replacement )

4.6 Construction administration capabilities

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

# 5

## **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!**