



RFQ Clarification Questions UNCP- Business Admin Renovation 2023

Clarification Questions	Question	Response
Can a 254 form be used in lieu of 330?	No	
We understand that our response is to be submitted electronically only. Should the PDF to be emailed to you, or submitted on a flash drive via hand delivery or courier service?	Yes, Submit One (1) electronic copy via email in PDF format to Kevin Witmore Project Manager kevin.witmore@uncp.edu Cc: Victor.Deese@uncp.edu Assistant Vice Chancellor for Facilities Management and douglas.hall@uncp.edu	
What is the proposed construction delivery method for this project?	Design Bid Build Is the intended construction delivery method for this project	
Will interviews be virtual or in-person?	Currently UNCP intends to conduct interviews in person	
What is the HUB requirement for this project?	At UNCP, participation in HUB is encouraged at all levels of engagement with the university.	



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Can you send an extended copy of the RFQ. During the slide presentation, there was a breakdown of all the tabs and I would like to double check that I have them all	Information at UNCP link https://www.uncp.edu/resources/facilities-planning-and-construction/information-designers	
Please confirm UNCP HUB goals, is it 10% minimum	Currently, there is no published percentage available for HUB participation at UNCP. However, UNCP highly encourages HUB participation in all aspects of university engagements.	
Do the tabs count towards the 20 pages or are they exclude?	If a tab or divider only has a label, it will not be included in the total page count. However, if there are images or additional text on a page, they will count towards the total page count. Any element other than a page number or tab number will also be included in the 20 page limit.	
Will the slide presentation be made available?	Information at UNCP link https://www.uncp.edu/resources/facilities-planning-and-construction/information-designers	



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Will there be an opportunity to walk the campus prior to Submittal?	UNCP is a public institution that welcomes everyone. To ensure a smooth visit, we kindly ask that you send an email confirming your arrival and anticipated departure 24 hours prior to your visit. This will help us notify the appropriate members of the campus community.	
The 2022 Master Plan delineates a proposed building expansion for the Business Administration Building. Will the projected expansion be included in the Scope of Work?	A recently published master plan aims to showcase potential projects that can be undertaken in the next 20 to 30 years. The overall project budget will determine what can be achieved at this point.	
In addition to (a) the Center for Student Success, (b) Admissions, and (c) Financial Aid; are there any other departments (or portions thereof) that have been identified and may be housed within this building to support and serve as a connector of student success, housing, academics, and recreation?	During the pre-design phase, the chosen design team will aid UNCP in making these decisions.	
It is understood that the first task the Design Team will complete is aimed at Pre-Design Services. With that in mind, has the University already identified and documented specific programming needs for the Center for Student Success, Admissions, and Financial Aid?	Correct, and no the University has not identified and documented specific programming needs.	



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The 2022 Master Plan depicts a vision for South Campus that will ultimately capture a portion of Faculty Row and existing outdoor space on the North and East sides of the existing building. Will any Site or Campus Courtyard work related to what will become the "Braves Plaza" be included in the scope of work for this renovation?		A recently published master plan aims to showcase potential projects that can be undertaken in the next 20 to 30 years. The overall project budget will determine what can be achieved at this point.
Will this renovation need to be constructed in phases? If so, should the design team assume that portions of the building would need to remain operational during construction.		The overall project budget will determine what can be achieved at this point.
Does the proposed Project Budget include the estimated cost for all new Furniture and Equipment? Or will any existing Furniture and/or Equipment be reused?		Usually, a project budget includes expected expenses for soft costs such as furniture. Since the project aims to modify the use and functionality of the current building, it is likely that new furniture will be necessary.