



# Oxendine Data Center Renovation

## Advance Planning Scope

UNCP is engaging design professional's services for Advance Planning UNCP's modernize the existing Oxendine data center project. The Programming Document is envisioned as a detailed programming document outlining the data center's functional and spatial needs. It should address short—, mid-, and long-term equipment layout, storage requirements, scalability, and other vital considerations with recommendations. The current thinking is

- Needs & Risk Assessment
- Conceptual Design
- Space Utilization Plan
- Failover System Design
- Cost Estimates:
- Project Schedule
- Implementation Plan

**Total Project Budget \$1,050,000**

**The Pre-Submittal Meeting will be held virtually** to expand participation, provide additional project information, and answer limited questions. The Meeting is not mandatory but encouraged as it will provide the only opportunity for discussion.

**A Pre-submittal Meeting May 28, 2024, at 10:00 AM** via WebEx:

**Join from the meeting link**

<https://uncp.webex.com/uncp/j.php?MTID=m75e509ea844cf41bf20f5903b53391aa>

**Join by meeting number**

Meeting number (access code): 2306 343 6544

Meeting password: kbSGh9ZZV37

**Tap to join from a mobile device (attendees only)**

[+1-904-900-2303](tel:+1-904-900-2303),[23063436544##](tel:+1-904-900-2303) United States Toll (Jacksonville)

[+1-415-655-0001](tel:+1-415-655-0001),[23063436544##](tel:+1-415-655-0001) US Toll

**Join by phone**

[+1-904-900-2303](tel:+1-904-900-2303) United States Toll (Jacksonville)

[+1-415-655-0001](tel:+1-415-655-0001) US Toll

[Global call-in numbers](#)

**Join from a video system or application**

Dial [23063436544](tel:23063436544)@[uncp.webex.com](https://uncp.webex.com)

You can also dial 173.243.2.68 and enter your meeting number.

If you are a host, [click here](#) and login site to view host information.

Need help? Go to <https://help.webex.com>



## Oxendine Data Center Renovation

### Intended Schedule:

<b>06/04/2024</b>	<b>Questions Due</b> (by noon)
<b>06/11/2024</b>	<b>Answers Posted</b>
<b>06/18/2024</b>	<b>Request for Qualifications Due</b> (by noon)
<b>06/26/2024</b>	<b>Finalist Notified</b>
<b>07/23/2024</b>	<b>Interviews</b> (Virtual)

**Please go to the following** website for further information regarding submission requirements

<https://www.uncp.edu/resources/facilities-planning-and-construction/information-designers>

**To view a map of the UNC Pembroke** campus and locate the building included in this project, visit.

<https://earth.google.com/web/@34.68876746,-79.19835818,52.32965387a,1258.35535042d,60y,-0h,0t,0r>

### Notes

- Failure to follow the directions or contacting anyone other than the listed contact may result in submission being classified as non-responsive.
- Responses shall be electronically submitted and should be no more than (20) pages at 8.5 x 11, excluding SF-330 form.
- It is the submitting 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.
- Submit One (1) electronic copy via email in PDF format.



## Oxendine Data Center Renovation

### **Tab 1: Completed Information Sheet** (Website Link)

- 1.1 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.

### **Tab 2: Letter of Interest** (Cover Letter)

- 2.1 Address the cover letter to the Project Contact or Project Manager

### **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 Past performance on similar projects to proposed solicitation illustrating experience with projects on university campus sites.
- 4.2 Current workload and State projects awarded.
- 4.3 Proposed design approach for the project
- 4.4 Recent experience with project costs and schedule adherence (include projects most like this Project)
- 4.5 Construction administration capabilities
- 4.6 Proximity to and familiarity with the area where project is located.
- 4.7 Record of successfully completed projects without major legal or technical problems.
- 4.8 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**

**\* The Proposal (Tabs 1-5 above) will be reviewed for firms' qualifications as Letter of Interest. 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.**

Firms are requested to assure receipt of One (1) electronic copy via email in a PDF format to the project contact and Cc:[douglas.hall@uncp.edu](mailto:douglas.hall@uncp.edu). by the stated deadline. The intended Schedule is subject to change:

[kevin.witmore@uncp.edu](mailto:kevin.witmore@uncp.edu)

**Kevin Witmore**

**Project Manager**

UNC Pembroke Facilities Planning Design & Construction

**All communications to the project contact via email only, and Cc: [douglas.hall@uncp.edu](mailto:douglas.hall@uncp.edu)**

**UNCSO Advertisement: <https://www.northcarolina.edu/apps/finance/vendors/opportunities.htm>**