

**STATE OF NORTH CAROLINA  
CONSTRUCTION MANAGER AT RISK ADVERTISEMENT**

**The University of North Carolina at Pembroke  
(UNC Pembroke)  
Health Sciences Center**

<b>RFP DATA SHEET- Health Sciences Center</b>	
<b>Item</b>	<b>Datum</b>
Short Description of Project	The existing UNCP campus language of brick, precast and metal panels with glass will make up the exterior. The program will house the first public Optometry school in North Carolina and will include academic laboratories, teaching spaces, student commons areas, and an Optometry clinic to support the existing Optometry professionals in the region and serve the community.
Issuing Office	UNC Pembroke
Department, Agency/Institution, Location where the Project will be constructed	UNC Pembroke Prospect Road Pembroke, Robeson County, NC
Project Overview	<p>It is expected that the building will be roughly 75,000 gross square feet and two to three stories tall. The existing UNCP campus language of brick, precast and metal panels with glass will make up the exterior. The facility will contain optometry clinic pods and academic spaces. General shared classrooms, office/admin spaces, flex dining/meeting space for up to 160 people for presentations and lectures.</p> <p><b>An Advanced Planning package was submitted to the State Construction Office on May 17, 2024.</b></p>
Website address (URL) for posting of notices regarding this project	<p>Links to the CMAR documents are listed on the State Construction Office website under the heading NCDOA Forms and Documents, Construction Manager at Risk (CMAR) Forms. The link to the NCDOA State Construction Office website is:</p> <p><a href="https://ncadmin.nc.gov/businesses/construction">https://ncadmin.nc.gov/businesses/construction</a></p> <ul style="list-style-type: none"> <li>• Qualifications Questionnaire SEE BELOW included in this document.</li> </ul>

	<p>Links to the specific CMAR documents from the State Construction website are also listed below:</p> <ul style="list-style-type: none"> <li>• <a href="#">Qualifications Questionnaire</a></li> <li>• <a href="#">Section I Proposals, Evaluation, Selection and Award</a></li> <li>• <a href="#">Section II General Provisions</a></li> <li>• <a href="#">Section III The General Conditions of the Contract, Form OC-15/CM</a></li> <li>• <a href="#">Appendix A. Form of Contract - Pre-Construction Services</a></li> <li>• <a href="#">Appendix B. Form of Contract - Preliminary Guaranteed Maximum Price</a></li> <li>• <a href="#">Appendix C. Form of Contract - Fixed Guaranteed Maximum Price</a></li> <li>• <a href="#">Appendix D. Performance &amp; Payment Bond Forms</a></li> <li>• <a href="#">Appendix E. Preliminary Design Information Packet</a></li> <li>• <a href="#">Appendix F. HUB Plan</a></li> <li>• <a href="#">Appendix G. RFP Affidavits</a></li> <li>• <a href="#">Appendix H. Rules Implementing Mediated Settlement</a></li> </ul>
<p>Expected Date of Completion of Design</p>	<p><b>November 2025</b></p>
<p>Project Designer &amp; Consultants</p>	<p>Architect of Record-Jenkins Peer Architects  Programming-Flad  Civil and Landscape-CLH Design  Structural-Fleming &amp; Associates  Engineering-MPE, FP-RMF Engineering  Cost Estimating-Palacio Collaborative</p>
<p>Construction Manager at Risk Selection Schedule</p>	<p><b>June 4, 2024, at Noon Mandatory Pre-Proposal Conference  Conference Room 141</b> Pinchbeck Building  Facilities Planning, Design and Construction 1 University Drive  Pembroke, NC 28372  <b>RFQ Closing Date and Time: June 25, 2024, by 12:00 PM  Interview Date: August 13, 2024.</b></p>
<p>Construction Management Fee (Section II Paragraph E.2)</p>	<p>The Preconstruction Management Fee will be a fixed number based on a percentage of the Cost of Work. For this project, the maximum percentage of the Cost of Work has been reasonably determined by the Owner and State Construction Office to be one percent(<b>0.01</b>)</p>
<p>*Project Construction Cost</p> <p>*Estimate based on Advance Planning Package</p>	<p>Total Construction Budget is <b>\$57,330,000</b> to be delivered by the CMAR as a <b>Fixed Guaranteed Maximum Price (GMP)*</b> agreement, to include the Cost of the Work, Construction Manager General Conditions/Fees, Construction Manager Contingency, and Bonds &amp; Insurance.</p> <p><b>*The Fixed Guaranteed Maximum Price will be based on the Construction Documents approved for bid by the State Construction Office and is a prerequisite prior to advertising for bids from first-tier subcontractors.</b></p>

**STATE OF NORTH CAROLINA**  
**Qualifications Questionnaire for Construction Manager at Risk**  
**Health Sciences Center**

**Due Date:**                   **June 25, 2024, at Noon**

**Please submit to Kevin Witmore in the following format:**

- **Seven (7) Hard Copies**
- **Seven (7) Electronic Copies in PDF Format on Labeled USB Thumb Drive**
- **The page limit for the RFQ is Ten (10) pages front and back, totaling Twenty (20) pages, or 20 pages front only, which includes the Cover Letter. Additionally, the State Construction Office required documentation is not part of the page limit.**

**Submitted to:**           **Kevin Witmore**

UNC Pembroke  
*(Physical and Mailing Address)*

Pinchbeck Building, Facilities Planning, Design and Construction at  
1 University Drive Pembroke, NC 28372  
*(Please Use FedEx or UPS when mailing)*

To ensure the selection process remains as impartial as possible, do not directly or indirectly seek contacting members of the Board of Trustees, Campus Officials, and staff, apart from the designated project contact, from the date of this public announcement until approval by the UNCP Board of Trustees. **All communications to the primary project Contact via email only.**

**Point of Contact**        [kevin.witmore@uncp.edu](mailto:kevin.witmore@uncp.edu)  
**Cc:**                        [douglas.hall@uncp.edu](mailto:douglas.hall@uncp.edu)

**Project Title:**           **Health Sciences Center**

**Proposer's Name and Principal Office serving this project:**

(Include Company Name and address along with the name of the contact person with telephone number and e-mail address)

**Profile of Proposer:**

- A. Give corporate history of the company including organizational structure, years in business and evidence of authority to do business in North Carolina.
- B. Provide annual workload for each of the last five (5) years; number of projects and total dollar value.
- C. List projects for which the company is currently committed including name & location of each project, time frame to complete & dollar volume of each project.
- D. Financials – Attach latest balance sheet and income statement if available, based on company type. Audited statements preferred. If not available, attach a copy of the latest annual renewal submission to the relevant licensing board. Indicate Dunn & Bradstreet rating if one exists. (Firms must submit financial data and may clearly indicate a request for confidentiality to avoid this item becoming part of a public record.)
- E. Attach letter from Surety Company or its agent licensed to do business in North Carolina verifying proposer’s capability of providing adequate performance and payment bonds for this project.
- F. List all construction projects performed by the proposer for agencies and institutions of the State of North Carolina during the past 10 years.
- G. Litigation/Claims. If yes to any of the questions below, list the project(s), dollar value, contact information for owner and designer and provide a full explanation with relevant documentation.
  - 1. Has your company ever failed to complete work awarded to it? \_\_\_Yes \_\_\_No
  - 2. Has your company ever failed to substantially complete a project in a timely manner (i.e. more than 20% beyond the original contracted, scheduled completion date)? \_\_\_Yes \_\_\_No
  - 3. Has your company filed any claims with the North Carolina State Construction Office within the last five years? \_\_\_Yes \_\_\_No
  - 4. Has your company been involved in any suits or arbitration within the last five years? \_\_\_Yes \_\_\_No
  - 5. Are there currently any judgments, claims, arbitration proceedings or suits pending or outstanding against your company, its officers, owners, or agents? \_\_\_Yes \_\_\_No
  - 6. Has your present company, its officers, owners, or agents ever been convicted of charges relating to conflicts of interest, bribery, or bid-rigging? \_\_\_Yes \_\_\_No
  - 7. Has your present company, its officers, owners, or agents ever been barred from bidding public work in North Carolina? \_\_\_Yes \_\_\_No

## **Project Experience**

- A. List three projects of similar size, scope and complexity performed by the proposer.
- B. For each of the three projects, include specific details on the extent to which pre-construction & construction phase services were provided.
- C. For the three projects listed above where CM services were provided, list the Guaranteed Maximum Price (if given), or if not given, the estimated cost provided by you, and the total cost of the project at completion.
- D. For each of the three projects above where CM services were provided, compare the number of days in the original schedule with the number of days taken for actual completion.
- E. For each of the three projects listed above, attach project owner references including the name, address, telephone and fax numbers, and e-mail address of the project owner representative.

## **Key Personnel**

- A. List of key personnel who will be assigned to the project. Attach sworn statement that the above persons will be exclusively assigned to this project for its duration.
- B. For each person listed above, list what aspects of pre-construction or construction the person will handle. For those persons who will divide their time between pre-construction and construction phases, indicate what percentage of their time will be devoted to each phase.
- C. For each person listed in response to A & B above, list his/her experience with firm, other prior and relevant experience with projects of similar size and scope in construction/design, and the person's location. Attach the resumes and references for each person listed.
- D. Attach project organizational chart indicating the placement of each of the persons listed in response to A & B above.

## **Project Planning**

- A. Provide a brief, overall description of how the project will be organized and managed, and how the services will be performed in both Pre-Construction and Construction Phases. Project planning that offers the same project manager for pre-construction and construction phases shall be given preference.
- a. Value Engineering
  - b. Constructability Issues
  - c. Cost Model/Estimates
  - d. Project Tracking/Reporting
  - e. Request for Information (RFI) and Shop Drawings
  - f. Quality Control
  - g. Schedule and Staffing Plan
- B. HUB Participation: Describe the program (plan) that your company has developed to encourage participation by HUB firms to meet or exceed the goals set by North Carolina General Statute 143-128.2. Please explain how the firm will address minority participation in the management levels of the company. Include a HUB plan in the proposal. Provide documentation of HUB participation that the firm achieved over the past three (3) years on both public and private construction projects. Outline specific outreach efforts that your firm will take to notify HUB firms of opportunities for participation. Indicate the minority participation goal that you expect to achieve on the project.

This the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_

**\*\*COMPANY NAME\*\***

By: \_\_\_\_\_

Title: \_\_\_\_\_

Attest:

\_\_\_\_\_

(Corporate Seal)

**VERIFICATION**

I HEREBY CERTIFY THAT THE RESPONSES OF \_\_\_\_\_ ARE CORRECT AND TRUTHFUL TO THE BEST OF MY KNOWLEDGE AND FOR THOSE RESPONSES GIVEN WHICH ARE BASED ON INFORMATION AND BELIEF, THOSE RESPONSES ARE TRUE AND CORRECT BASED ON MY PRESENT BELIEF AND INFORMATION.

This the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_

**\*\*COMPANY NAME\*\***

By: \_\_\_\_\_

President

(Corporate Seal)

Attested: \_\_\_\_\_

Secretary

STATE OF \_\_\_\_\_

COUNTY OF \_\_\_\_\_

I, \_\_\_\_\_, a Notary Public in and for the County and State aforesaid, hereby certify that \_\_\_\_\_ personally came before me this day and acknowledged that he/she is secretary of \_\_\_\_\_ and that by authority duly given and as the act of the corporation, the foregoing instrument was signed in its name by its president, sealed with its corporate seal, and attested by him/herself as is secretary.

Witness my hand and official seal, this the \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

\_\_\_\_\_  
Official Signature of Notary

\_\_\_\_\_, Notary Public  
Notary's Printed or Typed Name

\_\_\_\_\_  
My Commission Expires:

**STATE OF NORTH CAROLINA**  
**CONSTRUCTION MANAGER AT RISK ADVERTISEMENT**  
**The University of North Carolina at Pembroke**  
**Health Sciences Center**

The University of North Carolina at Pembroke seeks the professional services of a Construction Manager at Risk (CMAR) to join the team in the schematic design phase to provide Preconstruction Services for the project through Schematic Design, Design Development, and Construction Document Phases as approved by the NC Office of State Construction.

**Project Description**

The building will be located at the current University Village Apartments site, directly across Braves Drive from the Weinstein Building. The Village Apartments structures will be demolished to make room for this project. It is expected that the building will be roughly 75,000 gross square feet and two to three stories tall. The existing UNCP campus language of brick, precast and metal panels with glass will make up the exterior. The program will house the first public Optometry school in North Carolina and will include academic laboratories, teaching spaces, student commons areas, and an Optometry clinic to support the existing Optometry professionals in the region and serve the community.

**Site**

On campus to the east located along Prospect Road and to the west along Braves Drive. Additionally adjacent to the Weinstein Health Services Building to the north of Lumbee Hall.

**Project Schedule**

Advance Planning Submittal to SCO	06/2024
Schematic Design Start	07/2024
Schematic Design Submittal	12/2024
Design Development Start	01/2025
Design Development Submittal	06/2025
Construction Documents Start	07/2025
Construction Documents Submittal	01/2026
SCO Approved Construction Documents for Bid	02/2026
GMP Received from CMAR	03/2026
Bidding	03-04/2026
Construction	05/2026 06/2028



**A Mandatory Pre-Proposal Conference will be held on:**

Conference Date: **June 4, 2024**

Conference Time: **2:00 PM**

Conference Address: 141 Conference Room Pinchbeck Building Facilities Planning,  
Design and Construction 1 University Drive Pembroke, NC 28372

For purposes of coordination, primary contact for project information is:

Project Contact **Kevin Witmore**

Title Project Manager

Mailing Address UNCP Pinchbeck Building, Facilities Planning, Design and  
Construction at 1 University Drive Pembroke, NC 28372

Phone Number

E-Mail Address [kevin.witmore@uncp.edu](mailto:kevin.witmore@uncp.edu)

Project Information Link

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

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