***The University of North Carolina at Charlotte***

Capital Projects-Attn: Joyce Clay

Facilities Management/Police Building- 2nd Floor

9201 University City Blvd.

Charlotte, N.C. 28223-0001

TEL: 704-687-0615

**PROJECTS**:  **Construction Materials Testing and Special Inspections**

**Union Deck Expansion - Code 41526 Item 314**

**Health and Wellness Center – Code 41426 Item 312**

**Facilities Operations / Parking Services Complex – Code 41526 Item 315**

Thank you for your interest in the subject projects. This information is being provided to all firms which express an interest in the design of the projects.

**Submittals are due to the Capital Projects office by 2:00 PM on Thursday, February 2nd, 2017**. Please deliver three (3) print copies and one (1) digital copy of the submittal to the address indicated above. Submittals are to be completed in the Standard Form (SF) 330 (Part I and II), the UNC Charlotte Consultant’s Supplemental Information Form, along with any additional information considered appropriate. In your submittal, please emphasize the achievements and qualifications of those persons who would be working on our project. If you present information on previous projects, it would be helpful to inform us how your team members participated on those projects*. In your cover letter, please advise if you would like your firm to be evaluated for all projects or certain particular projects.*

Limit the size of your submittal document to no greater than 12½ inches in height and 9½ inches in width. The pages shall be limited to 50 pages total including standard forms but not covers. **Do not transmit any submittal information via email.**

All submittals will be reviewed by an appointed University Evaluation Committee.

Sincerely,

Capital Projects – Project Managers

**Union Deck Expansion**

Code 41526 Item 314

**PROJECT DESCRIPTION:**

The project is for the expansion of the existing UNC Charlotte Union Parking Deck. The project includes expansion of 5 levels and infill component equaling approximately 190,000 square feet of space, adding 570 parking spaces. The expansion will require selective demolition, civil work, mechanical, electrical, plumbing, fire alarm, fire protection, and elevator shaft and equipment. The project construction schedule, to be completed by CM, is May 2017 – January 2018.

**BUDGET**

The current construction budget for the project is approximately $12,400,000.

**LOCATION**

The project is an expansion of the existing Union Deck. Please refer to the campus map - https://maps.uncc.edu for building location, near the intersection of Cameron Blvd and Craver Rd.

**Health and Wellness Center**

Code 41426 Item 312

**PROJECT DESCRIPTION:**

The new Health and Wellness Center will include almost 148,800 gross square feet of space.  Included in the program is a four court gym, over 30,000 square feet of fitness space, a 6,300 square foot indoor recreational pool with a wet classroom and associated locker rooms, five multi-purpose/group fitness rooms, general administration offices and associated meeting rooms. A suspended running/walking track passes through various areas in the building including fitness spaces and the gym. The project will include both structural CMU and structural light gauge steel construction. The gymnasium to be located above the natatorium will have a concrete floor deck, while the majority of the building will have a steel structure. Site work will include grading, landscaping, minor parking, recreational space, and a subterranean storm water detention system. There are plans for an outdoor pool alternate with a pool house and a brick pier and metal fence. The project will be delivered using a CM@R and construction is scheduled from mid-June 2017 to mid-June 2019.

**BUDGET**

The current construction budget for the project is approximately $48,398,000.

**LOCATION**

The project will be built on Lot 19, near the intersection of Cameron Blvd and Craver Rd. Please refer to the campus map - https://maps.uncc.edu.

**Facilities Operations / Parking Services Complex**

Code 41526 Item 315

**PROJECT DESCRIPTION:**

The project is for the construction of a new complex to house Facilities Operations, Parking and Transportation Services, and Receiving and Stores facilities totaling roughly 78,000 gsf to include site development, separate or shared facilities, and material storage sheds, a warehouse, and a covered area.

This project will include an Early Site Package beginning construction in July 2017 continuing into the Balance of Work package beginning in September 2017. Construction completion will be in July 2018.

**BUDGET**

The current construction budget for the project is approximately $16,888,000.

**LOCATION**

The project will be built north of Lot 25 on the west side of Poplar Lane. Please refer to the campus map - https://maps.uncc.edu.

**EXPECTATIONS OF THE CONSULTANT**

Members of the Consultant’s Team must be capable of listening, comprehending and responding to University leaders, Architects, Engineers, and Contractors working with the University. The Consultants team must include professionals who can demonstrate high standards of accomplishments and knowledge in the following areas:

1. North Carolina State Construction Office procedures
2. Providing materials testing in a timely fashion and promptly distributing results
3. Laboratory testing of soils and concrete
4. Special Inspections knowledge and SI qualified personnel
5. Ability to issue Final Special Inspections Final Report at project conclusion
6. Engineering and review reporting
7. Knowledge of Chapter 17 building code

S**PECIAL INSPECTIONS REQUIREMENTS**

“Special inspections" means detailed inspections of materials, installation, fabrication, erection or placement of components and connections requiring special expertise to ensure compliance with construction documents and referenced standards as per Section 1704 of the NC State Building Code.

Individuals providing inspections shall meet the following minimum criteria of certification and/or documented experience. Work experience must be related to the field for which the inspector is being utilized. Work experience may be gained by working for an inspection/testing agency, an engineering firm, or a contractor as a technician, inspector or engineer.

The construction divisions which may require special inspections for these projects are as follows:

IT-1 Verification of Soils

IT-2 Excavation and Fill

IT-3 Piling and Drilling Piers

IT-4 Modular Retaining Walls

IT-5 Reinforced Concrete

IT-6 Post Tension Slab

IT-7 Pre-cast Concrete Erection

IT-8 Pre-stressed Concrete

IT-9 Inspection of Pre-Cast Fabricators

IT-10 Inspection of Structural Steel Fabricators

IT-11 Structural Masonry

IT-12 Welding

IT-13 High Strength Bolts & Steel Framing Insp.

IT-14 Sprayed Fire-Resistance Materials

IT-15 Exterior Insulation and Finish system

IT-16 Seismic Resistance

IT-17 Smoke Controls

IT-18 Detention Basin

IT-19 Special Cases (Rammed Aggregate Piers)

**Responsibilities and role of the Special Inspector:**

During Pre-Construction Phase

• Provide Owner or Designer an estimated fee to provide special inspections if requested.

• Participate in preconstruction meeting.

During Construction Phase

• The Special Inspector shall provide all inspections outlined in the scope as defined in the Statement of Special Inspections, except those performed by the SER. The SI may retain the services of other qualified Agents of the Special Inspector (Agents) to conduct particular inspections and tests. The Special Inspector shall provide and distribute all field reports as agreed upon in the preconstruction meeting. Efforts shall be made to avoid duplication of inspections.

• Administer special inspection process. The SI is responsible for managing and coordinating the efforts of the various agents.

• Adhere to reporting requirements outlined in Chapter 8.

• For simple deficiencies discovered, the Special Inspector shall immediately inform the Contractor of the deficiency. The SI makes a record of the deficiency and a record of the corrective actions taken in the Discrepancy Notice.

• For complex deficiencies, the SI immediately informs the Contractor, the remainder of the Design Team, and the Owner of the complex deficiency in the Discrepancy Notice. The SI must be present during the remedial actions with the frequency assigned to the original inspection requirements. Upon completion of any remedial actions, the SI notifies the Designer and the Owner that the work is ready for reevaluation.

• SI shall keep separate his time spent to review corrected deficiencies. Owner’s special inspection costs incurred after identification of the initial deficiency will be reimbursed to the Owner by the Contractor at the conclusion of the project via deductive change order.

• The Special Inspector shall attend monthly meetings during phase of construction special inspections are required.

Special inspection will be required to follow all requirements of Chapter 8 of the State of North Carolina Department of Administration State Construction Office Special Inspections Guidelines.

**CONSTRUCTION MATERIALS TESTING**

The ITL will be responsible for but not limited to performing:

* Soil density testing
* Foundation bearing
* Concrete sampling and testing (foundations and slabs)
* Structural steel testing and inspection not covered by Article 112.2m3 of the North Carolina State construction manual as Designer’s responsibility (bolt torqueing and structural testing)
* Laboratory testing of soils and concrete; engineering and review; and reporting.
* Roofing
* Asphalt
* Paint

During Pre-Construction Phase

* Participate in preconstruction meeting.

During Construction Phase

* The ITL provides tests as outlined in the contract specifications.
* The ITL may provide special inspections services as an Agent of the SI, under contract with the SI.
* The ITL may provide special inspection services under contract directly with the Owner or Designer.
* Distribute documentation as agreed upon in preconstruction meeting.

**UNC CHARLOTTE PROJECTS:**

**Union Deck Expansion**

**Code 41526 Item 314**

**SKA Consulting Engineers**

**Chuck Cardwell - Designer**

**Health and Wellness Center**

**Code 41426 Item 312**

**Jenkins Peer Architects**

**Dan Van Dyke - Designer**

**Fac Ops/Pkg Svcs Complex**

**Code 41526 Item 315**

**LS3P**

**Sharon Huot – Designer**

**CONSULTANT’S SUPPLEMENTAL INFORMATION**

**Instructions**: Provide information listed below. One person may be assigned to more than one responsibility. Make additional sheets for secondary choices if the firm has several employees who may fulfill one responsibility. In addition to this form, design firms are encouraged to submit resumes for all personnel who will work on the project. This information is important to the University and should accompany submittals. This form should be attached to your cover letter or located in the front of your submittal. **Do not alter the format of this form.**

**PROJECT ENGINEER IN CHARGE**

Name Office Location (City) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Licenses \_\_\_\_\_\_\_\_\_\_\_\_\_

List of most recent North Carolina State-owned projects on which this person has participated:

Provide resume on the SF 330

**%**

**Most Recent NC Projects** **NC SCO ID# Comp.** **Location Responsibility**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_ \_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_ \_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_ \_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_ \_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_**

**ENGINEERING TECHNICIAN** (The person who will be onsite throughout the project).

Name Office Location (City) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Licenses \_\_\_\_\_\_\_\_\_\_\_\_\_

List of most recent North Carolina State-owned projects on which this person has participated:

Provide resume on the SF 330

**%**

**Most Recent NC Projects** **NC SCO ID# Comp.** **Location Responsibility**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_ \_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_ \_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_ \_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_ \_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_**

**ENGINEERING TECHNICIAN** (The person who will be onsite throughout the project).

Name Office Location (City) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Licenses \_\_\_\_\_\_\_\_\_\_\_\_\_

List of most recent North Carolina State-owned projects on which this person has participated:

Provide resume on the SF 330

**%**

**Most Recent NC Projects** **NC SCO ID# Comp.** **Location Responsibility**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_ \_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_ \_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_ \_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_ \_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_**

**CERTIFIED WELDING INSPECTOR**

Name Office Location (City) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Licenses \_\_\_\_\_\_\_\_\_\_\_\_\_

List of most recent North Carolina State-owned projects on which this person has participated:

Provide resume on the SF 330

**%**

**Most Recent NC Projects** **NC SCO ID# Comp.** **Location Responsibility**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_ \_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_ \_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_ \_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_ \_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_**

**CERTIFIED STRUCTURAL STEEL INSPECTOR** (The person who will be onsite throughout

the project).

Name Office Location (City) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Licenses \_\_\_\_\_\_\_\_\_\_\_\_\_

List of most recent North Carolina State-owned projects on which this person has participated:

Provide resume on the SF 330

**%**

**Most Recent NC Projects** **NC SCO ID# Comp.** **Location Responsibility**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_ \_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_ \_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_ \_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_ \_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_**

**CERTIFIED ROOFING INSPECTOR** (The person who will be onsite throughout the project).

Name Office Location (City) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Licenses \_\_\_\_\_\_\_\_\_\_\_\_\_

List of most recent North Carolina State-owned projects on which this person has participated:

Provide resume on the SF 330

**%**

**Most Recent NC Projects** **NC SCO ID# Comp.** **Location Responsibility**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_ \_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_ \_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_ \_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_ \_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_**

**CERTIFIED SPECIAL INSPECTOR** (The person who will be onsite throughout the project).

Name Office Location (City) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Licenses \_\_\_\_\_\_\_\_\_\_\_\_\_

List of most recent North Carolina State-owned projects on which this person has participated:

Provide resume on the SF 330

**%**

**Most Recent NC Projects** **NC SCO ID# Comp.** **Location Responsibility**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_ \_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_ \_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_ \_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_ \_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_**