The image shows a large, multi-towered brick building at dusk. The building has several tall, narrow windows with decorative grilles. In the foreground, a large, illuminated sign reads "The University of North Carolina at Charlotte".

The University of North Carolina at Charlotte

CMR PRE-SUBMITTAL CONFERENCE 10.02.2019



M E E T I N G A G E N D A

PART I: GENERAL INFORMATION

PART II: SUBMITTAL REQUIREMENTS

PART III: PROJECT OVERVIEW

PART IV: QUESTIONS

CMR PRE-SUBMITTAL CONFERENCE 10.02.2019



UNC CHARLOTTE

GENERAL

- WELCOME
- INTRODUCTIONS
- **QUESTIONS:** ELIZABETH FRERE
PHONE: 704-687-0558
EMAIL: EFRERE@UNCC.EDU
- **UPDATES & ADDENDA:**
[HTTP://FACILITIES.UNCC.EDU/ADVERTISEMENTS](http://FACILITIES.UNCC.EDU/ADVERTISEMENTS)
 - PRESENTATION WILL BE POSTED AT ABOVE LINK



S U B M I T T A L

SCHEDULE

- PROPOSAL DUE DATE: 2:00PM OCTOBER 16TH
- SHORTLISTING TO BE COMPLETED END OF OCTOBER 2019
- INTERVIEWS WITH SELECTED FIRMS MID-NOVEMBER 2019
- FINAL SELECTION ANTICIPATED BY LATE NOVEMBER
- PRE-CRONSSTRUCTION SERVICES TO BEGIN NOVEMBER 2019



S U B M I T T A L

FORMAT

- NO LARGER THAN 12 ½" HEIGHT X 9 ½" WIDTH
 - PROVIDE FIVE (5) PRINTED COPIES & ONE (1) DIGITAL
 - 60 PAGE LIMIT (OR 30 DOUBLE SIDED PAGES)
 - DOES NOT INCLUDE: COVERS, TABS, BLANK PAGES, CARDSTOCK BACKS, ETC.
 - PAGE COUNT DERIVED FROM DIGITAL COPY, SO OMIT ALL BLANK PAGES FROM DIGITAL VERSION
 - SF 330 IS REQUIRED FOR PORTIONS OF THE SUBMITTAL. **DOWNLOAD FORM AT:**
[HTTP://WWW.GSA.GOV/PORTAL/FORMS/DOWNLOAD/116486](http://www.gsa.gov/portal/forms/download/116486)
-

S U B M I T T A L

ORGANIZATION

I. OPTIONAL COVER LETTER

II. TABLE OF CONTENTS

III. QUALIFICATIONS QUESTIONNAIRE

- ✓ PROJECT TITLE
- ✓ PROPOSER NAME
- ✓ PROFILE OF PROPOSER
- ✓ PROJECT EXPERIENCE
- ✓ ATTACHMENTS



S U B M I T T A L

QUALIFICATIONS QUESTIONNAIRE

- **PROJECT TITLE**
 - **PROPOSER NAME**
 - **PROFILE OF PROPOSER**
 - **PROJECT EXPERIENCE**
 - LIST AT LEAST 3 AND UP TO 10 PROJECTS OF SIMILAR SIZE AND COMPLEXITY
 - USE SF 330 PART I, SECTION F, SUB-SECTIONS 20-24 (OMIT SUB-SECTION 25). SEPARATE SECTION F FOR EACH PROJECT.
 - PROVIDE REQUESTED INFORMATION FOR ITEMS B-D IN SF 330 PART I, SECTION F, SUB-SECTION 24 (INCLUDE AT LEAST ONE PHOTO PER PROJECT)
 - PROVIDE ONE SF 330 PART I, SECTION G FORM, WITH SUB-SECTIONS 26-29
-

S U B M I T T A L

SELECTION CRITERIA

SUBMITTALS MUST CLEARLY PROVIDE INFORMATION FOR EACH OF THE TEN CATEGORIES:

- 1) WORKLOAD THAT CAN ACCOMMODATE THE ADDITION OF THIS PROJECT.
 - 2) RECORD OF SUCCESSFULLY COMPLETED PROJECTS OF SIMILAR SCOPE WITHOUT LEGAL OR TECHNICAL PROBLEMS.
 - 3) PREVIOUS EXPERIENCE WITH THE PUBLIC OWNER, A GOOD WORKING RELATIONSHIP WITH OWNER REPRESENTATIVES, PROJECTS COMPLETED IN A TIMELY MANNER AND AN ACCEPTABLE QUALITY OF WORK.
 - 4) KEY PERSONNEL THAT HAVE APPROPRIATE CONTRACT EXPERIENCE AND QUALIFICATIONS.
 - 5) RELEVANT AND EASILY UNDERSTOOD GRAPHIC OR TABULAR PRESENTATIONS.
 - 6) COMPLETION OF CONSTRUCTION MANAGER AT RISK PROJECTS IN WHICH THERE WERE FEW DIFFERENCES BETWEEN THE GUARANTEED MAXIMUM PRICE AND FINAL COST.
 - 7) PROJECTS THAT WERE COMPLETED ON OR AHEAD OF SCHEDULE.
-

S U B M I T T A L

SELECTION CRITERIA

SUBMITTALS MUST CLEARLY PROVIDE INFORMATION FOR EACH OF THE TEN CATEGORIES:

- 8) RECENT EXPERIENCE WITH PROJECT COSTS AND SCHEDULES.
- 9) CONSTRUCTION ADMINISTRATION CAPABILITIES.
- 10) PROXIMITY TO AND FAMILIARITY WITH THE AREA WHERE THE PROJECT IS LOCATED.
- 11) QUALITY OF COMPLIANCE PLAN FOR MINORITY BUSINESS PARTICIPATION AS REQUIRED BY G.S.143-128.2
- 12) OTHER FACTORS THAT MAY BE APPROPRIATE FOR THE PROJECT, **FOR EXAMPLE SCIENCE RESEARCH LABS.**

***STRONG MECHANICAL EXPERTISE**

S U B M I T T A L

QUALIFICATIONS QUESTIONNAIRE

- **KEY PERSONNEL**

- PROVIDE INFORMATION REQUIRED IN ITEMS A-D
- USE SF 330 PART I, SECTION E TO PROVIDE RESUMES AND REFERENCE INFORMATION. INCLUDE SEPARATE SECTION E FORM FOR EACH RESUME (INCLUDE RESUMES IN ATTACHMENT D OF SUBMITTAL).
- FOR ITEM E PROVIDE ORGANIZATIONAL CHART (INCLUDE IN ATTACHMENT E OF SUBMITTAL)

- **PROJECT PLANNING**

- PROVIDE INFORMATION REQUIRED IN ITEMS A-B

- **ATTEST QUESTIONNAIRE**

- **VERIFICATION FORM**



S U B M I T T A L

QUALIFICATIONS QUESTIONNAIRE

- **PROVIDE ATTACHMENTS IN THIS ORDER:**

- **ATTACHMENT A: COPY OF STATE OF NC CONTRACTOR'S LICENSE**
 - **ATTACHMENT B: LETTER FROM SURETY COMPANY**
 - **ATTACHMENT C: SWORN STATEMENT (LISTED PERSONNEL WILL BE EXCLUSIVELY ASSIGNED TO THIS PROJECT FOR THE DURATION)**
 - **ATTACHMENT D: RESUMES (USE SF 330 PART I, SECTION E)**
 - **ATTACHMENT E: ORGANIZATIONAL CHART**
 - **FINANCIALS (BALANCE SHEET AND INCOME STATEMENT IF AVAILABLE) **TO BE SUBMITTED SEPARATELY IN A SEALED ENVELOPE AS A SINGLE COPY. WILL NOT COUNT TOWARDS THE 60 PAGES!****
-

C M R

REQUIREMENTS

SUB-CONTRACTOR PRE-QUALIFICATION

- NC STATE PRE-QUALIFICATION PROCEDURES AND FORMS CAN BE FOUND AT:
[HTTPS://NCADMIN.NC.GOV/BUSINESSES/CONSTRUCTION/FORMS-DOCUMENTS](https://ncadmin.nc.gov/businesses/construction/forms-documents)
- APPEALS PROCEDURE REQUIRES PRE-QUALIFICATION TO BE MOVED FARTHER AHEAD IN THE SCHEDULE (TO ALLOW ADEQUATE TIME FOR APPEALS PRIOR TO BIDDING)

HUB PARTICIPATION

- GOAL FOR THIS PROJECT IS 10%



P R O J E C T O V E R V I E W

BUDGET

- **THE TOTAL BUDGET IS \$19.1M, WHICH INCLUDES:**
 - a. DESIGN FEES
 - b. FURNISHINGS (AV & FIXED EQUIPMENT)
 - c. IT INFRASTRUCTURE
 - d. CONSTRUCTION
 - e. SOFT COSTS
 - f. OFF-SITE UTILITY INFRASTRUCTURE
- **ESTIMATED CONSTRUCTION BUDGET IS \$15.9M**



PROJECT OVERVIEW

SCOPE

- PROJECT: RENOVATE CAMERON 2ND FLOOR
- PURPOSES:
 1. PROVIDE ADDITIONAL SPACE FOR CHEMISTRY RESEARCH LABS, CHEMISTRY FACULTY OFFICES, AND DEPARTMENT OFFICES.
 2. RENOVATION TO INCLUDE LIFE-SAFETY, ADA COMPLIANCE, AND OTHER BUILDING CODE DEFICIENCIES.



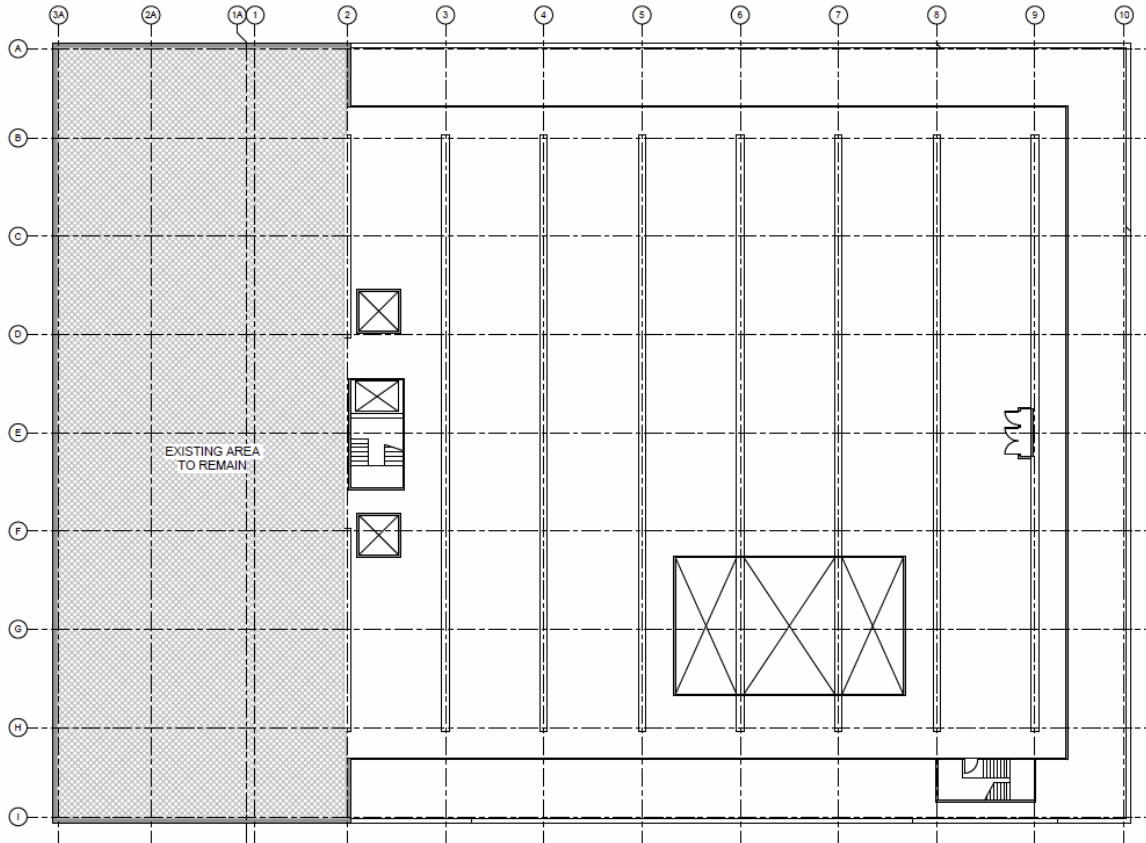
P R O J E C T O V E R V I E W

SCOPE

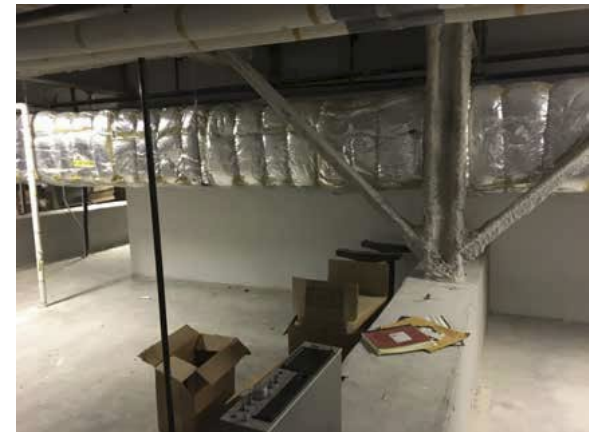


PROJECT OVERVIEW

SCOPE



Cameron Hall Existing Interstitial Floor



P R O J E C T O V E R V I E W

SCHEDULE

- AP STARTED: AUGUST 2019
 - CAMERON 2nd FLOOR RENOVATION CD'S
COMPLETE: AUGUST 2020
 - POTENTIAL EARLY SITE PACKAGE SUMMER 2020
 - CONSTRUCTION: SEPTEMBER 2020 – SEPTEMBER
2021
-

Q U E S T I O N S ?



UNC CHARLOTTE