

REGIONAL STORM WATER MASTER PLAN

The University of North Carolina at Charlotte

PRE-SUBMITTAL CONFERENCE | 06.14.2018



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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

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G E N E R A L

- WELCOME
- INTRODUCTIONS
- QUESTIONS:
 ELIZABETH FRERE, PROJECT MANAGER
 OFFICE PHONE: **704-687-0558**
 EMAIL: EFRERE@UNCC.EDU
- UPDATES:
 FACILITIES.UNCC.EDU/ADVERTISEMENTS



S U B M I T T A L

SCHEDULE

- PROPOSAL DUE DATE: JUNE 27TH AT 2:00 PM
- SHORTLISTING TO BE COMPLETE BY EARLY JULY
- INTERVIEWS WITH SELECTED FIRMS WILL BE SCHEDULED FOR MID-JULY 2018
- PROJECTED NOTICE TO PROCEED DATE FOR THE REGIONAL STORM WATER MASTERPLAN IS AUGUST 2018
- COMPLETE MASTERPLAN BY EARLY 2019

NOTE: THIS IS A MASTERPLANNING SUBMITTAL WITH OPTION TO RETAIN FIRM FOR FULL DESIGN SERVICES



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FORMAT

- NO LARGER THAN 12 ½” HEIGHT X 9 ½” WIDTH
- PROVIDE FIVE (5) PRINTED COPIES & ONE (1) DIGITAL COPY
- 50 PAGE LIMIT (OR 25 DOUBLE SIDED PAGES)
- PAGE LIMIT INCLUDES ALL PRINTED PAGES (BUT NOT COVERS, TABS, CLEAR COVERS, BLANK PAGES, CARDSTOCK BACKS, ETC.)
- PAGE COUNT IS DERIVED FROM DIGITAL COPY, SO PLEASE OMIT ALL BLANK PAGES FROM THE DIGITAL VERSION



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ORGANIZATION

PROVIDE INFORMATION IN THE FOLLOWING ORDER:

- REQUIRED SUBMITTAL COVER SHEET
- DESIGNER'S SUPPLEMENTAL INFORMATION FORM (OR DESIGNER'S STAFFING INFORMATION FORM)
- COVER LETTER (OPTIONAL)
- SF330 PART I & II (MAKE SURE TO FULLY COMPLETE AND SUBMIT BOTH PARTS)

NOTE: PLEASE USE **BOLD FONT** FOR ALL PROJECT COSTS

- SUPPLEMENTAL INFORMATION ORGANIZED INTO TEN CATEGORIES WITH SUBHEADINGS MATCHING THE TEN DESIGNER SELECTION CRITERIA



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SELECTION CRITERIA

SUBMITTALS MUST CLEARLY PROVIDE INFORMATION FOR EACH CATEGORY BELOW UTILIZING THE NUMBERING SYSTEM AND CATEGORIES FOR THE SUBMITTAL SUBTITLES:

- (1) SPECIALIZED OR APPROPRIATE EXPERTISE IN THIS TYPE OF PROJECT.
- (2) PAST PERFORMANCE ON SIMILAR PROJECTS, PREFERABLY MASTER PLANNING OF REGIONAL STORM WATER MANAGEMENT FACILITIES.
- (3) ADEQUATE STAFF AND PROPOSED DESIGN OR CONSULTANT TEAM FOR THE PROJECT.
- (4) CURRENT WORKLOAD AND STATE PROJECTS AWARDED.
- (5) PROPOSED DESIGN APPROACH FOR THE PROJECT INCLUDING DESIGN TEAM AND CONSULTANTS.
- (6) RECENT EXPERIENCE WITH PROJECT COSTS AND SCHEDULES.
- (7) CONSTRUCTION ADMINISTRATION CAPABILITIES.
- (8) PROXIMITY TO AND FAMILIARITY WITH THE AREA WHERE PROJECT IS LOCATED.
- (9) RECORD OF SUCCESSFULLY COMPLETED PROJECTS WITHOUT MAJOR LEGAL OR TECHNICAL PROBLEMS.
- (10) OTHER FACTORS THAT MAY BE APPROPRIATE FOR THE PROJECT, FOR EXAMPLE EXPERIENCE WITH STORM WATER MANAGEMENT MASTERPLANNING.



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

BUDGET

- THE TOTAL BUDGET IS \$750,000, WHICH INCLUDES MASTERPLAN, DESIGN FEES FOR SD, DD, & CD DOCUMENTS, LANDSCAPING, CONSTRUCTION, AND ANY OFF-SITE UTILITY INFRASTRUCTURE
- FIRMS NEED TO INDICATE STAFF PRIME PROJECT MANAGER AND TEAM



Q U E S T I O N S ?



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