

Request for Proposals
by
The State of North Carolina
By and Through
The University of North Carolina
at
Charlotte

**FOR CONSTRUCTION
MANAGER AT RISK
AND
PROVIDING A GUARANTEED MAXIMUM
PRICE FOR CONSTRUCTION OF
ACADEMIC COMPLEX RENOVATION**

**TO PROVIDE PROFESSIONAL CONSTRUCTION
MANAGEMENT SERVICES DURING PORTIONS OF THE
DESIGN PHASE AND, IF THE GMP IS APPROVED, DURING
THE CONSTRUCTION OF THE PROJECT THROUGH TRADE
CONTRACTS HELD BY
CONSTRUCTION MANAGER**

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The University of North Carolina at Charlotte is accepting proposals for Construction Manager at Risk for the **Academic Complex Renovation** project. Limit the size of your submittal document to no greater than 12 ½ inches in height and 9 ½ inches in width and no more than **45 pages. Five (5) print copies** of submittals and **one (1) digital** (CD/DVD/USB) are due to Joyce Clay, no later than **2:00 p.m. Tuesday, November 10, 2015**. Do not transmit any submittal information via email or any other type of electronic format.

A **mandatory** Pre-proposal meeting will be held in the Cone University Center (#5 on the campus map – <http://facilities.uncc.edu/maps>), **Room 111 at 10:00 a.m. Wednesday, October 28, 2015**. Visitor parking is available in Cone Decks 1 & 2. Follow <http://facilities.uncc.edu/advertisements> for updates to this Proposal request.

Submittals shall be addressed to:

Joyce Clay
Facilities Management/Capital Projects
University of North Carolina at Charlotte
9201 University City Boulevard
Charlotte NC 28223-0001

The Construction Manager at Risk for this project will be chosen based on the criteria set forth in this request for proposal with a particular emphasis on demonstrated:

- Workload that is able to accommodate the addition of this project.
- Record of successfully completed projects of similar scope without legal or technical problems.
- 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.
- Key personnel that have appropriate contract experience and qualifications.
- Relevant and easily understood graphic or tabular presentations.
- Completion of - Construction Manager-At-Risk projects in which there were few differences between the guaranteed maximum price and final cost.
- Projects that were completed on or ahead of schedule.
- Recent experience with project costs and schedules.
- Construction administration capabilities.
- Proximity to and familiarity with the area where the project is located.
- Quality of compliance plan for minority business participation as required by G.S. 143-128.2
- Other factors that may be appropriate for the project.

Project Description:

The Academic Complex is comprised of Macy, Denny, Garinger, Winningham and Barnard. The project includes the following;

- Architectural upgrades for all levels of each building including flooring, suspended acoustic ceilings, renovation of Non-ADA compliant restrooms, other ADA compliance issues, building flashing, and replacement windows.
- Settling issues at Winningham and Garinger affecting floors, walls, and site paving.
- Asbestos abatement in flooring, ceilings, and HVAC systems.

- Mechanical, electrical, and plumbing; upgrades to include, but not limited to air handling unit replacements, chiller piping replacement, digital control installation and transformer replacement
- Brick recladding of Denny envelope.

In your submittal, please emphasize the achievements and qualifications of those persons who would be working on this project. If you present information on previous projects, it would be helpful to inform us of how your team members participated on those projects.

Submittal Review Process:

All submittals will be reviewed by the University Evaluation Committee. The preliminary evaluation process will be completed late November 2015 and firms identified for interviews will be notified shortly thereafter. Interviews with the short-listed firms will be conducted on December 15, 2015.

Other information:

Complete proposals should adhere and/or include the following documents and forms:

- CM Advertisement
- RFP Data Sheet
- CMR Qualifications Questionnaire

CMR Forms Section I, II, III are also applicable and can be found at the State Construction Office website – <http://www.nc-sco.com/cmrfirms.aspx>. Note: For Appendix F, HUB Plan refer to Minority Business Participation Guidelines – <http://www.nc-sco.com/docBidding.aspx>.

Women and minority owned business enterprises are encouraged to respond to this RFP.

For purposes of coordination, the primary contact for project information is;

Brian A. H. Kugler, PE
Senior Project Manager
Facilities Management – Capital Projects
Telephone: 704.687.0522
Email: bhkugler@uncc.edu

**UNC CHARLOTTE
Academic Complex Renovation**

RFP DATA SHEET	
Item	Datum
Short Description of Project	<p>The Academic Complex is comprised of Macy, Denny, Garinger, Winningham, and Barnard.</p> <p>The project includes the following:</p> <ul style="list-style-type: none"> ○ Architectural upgrades for all levels of each building including flooring, suspended acoustic ceilings, renovation of Non-ADA compliant restrooms, other ADA compliance issues, building flashing, and replacement windows. ○ Settling issues at Winningham and Garinger affecting floors, walls, and site paving. ○ Asbestos abatement in flooring, ceilings, and HVAC systems. ○ Mechanical, electrical, and plumbing; upgrades to include, but not limited to, air handling unit replacements, chiller piping replacement, digital control installation, and transformer replacement. ○ Brick recladding of Denny envelope.
Issuing Office	The University of North Carolina at Charlotte – Facilities Management – Capital Projects.
The constituent university where the Project will be constructed	The University of North Carolina at Charlotte
Website address (URL) for posting of notices regarding this project.	http://facilities.uncc.edu/advertisements
Expected Date of Completion of Design	July 2016
Project Designer & Consultants	<p>Architect – Woolpert North Carolina, PLLC MEP – Optima Engineering, P.A. Structural – SKA Consulting Engineers, Inc. RCDD – dba Consulting, Inc.</p>

<p>CM Selection Schedule</p>	<p>Pre-Proposal Meeting – October 28, 2015, 10:00am Proposal due date – November 10, 2015, 2:00 p.m. Evaluation Committee Shortlist – November 30, 2015 CM Interviews – December 15, 2015 Final selection – late December 2015 – early January 2016</p>
<p>Project Construction Cost</p>	<p>Total Project Budget is \$20,500,000 which includes all design costs, CM fees, University Support, construction costs, material testing, and inspections.</p> <p>CM fee and general conditions is targeted at 9% of cost of work, as general estimate for budgetary considerations.</p>

STATE OF NORTH CAROLINA
Qualifications Questionnaire for Construction Manager at Risk

Due Date: November 10, 2015, 2:00pm

Submitted to: Joyce Clay
Facilities Management - Capital Projects
University of North Carolina at Charlotte
9201 University City Boulevard
Charlotte NC 28223-0001
ljclay@uncc.edu
704.687.0615

Project Title: UNC Charlotte – Academic Complex Renovation

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 title he or she held on each project listed under their name. Attach the resumes and references (**Use Standard Form 330, Part I, Sections D-G ONLY**) 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. Minority Participation: Describe the program (plan) that your company has developed to encourage participation by Minority and other HUB firms to meet or exceed the goals set by North Carolina General Statute 143-128.2. Attach a copy of that plan to this proposal. Provide documentation of the Minority and other HUB participation that you have achieved over the past two years on both public and private construction projects. Outline specific efforts that your company takes to notify Minority and other HUB firms of opportunities for participation. Indicate the minority participation goal that you expect to achieve on this 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: _____

(Corporate Seal)

President

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: