

*The University of North Carolina at Charlotte*

Planning, Design & Construction  
2<sup>nd</sup> Floor - Facilities Management  
9151 Cameron Blvd.  
Charlotte, N.C. 28223-0001  
TEL: 704-687-0615

PROJECT:    **UNC Charlotte**  
              **E-Sports Game and Lounge Space Renovation**  
              **Popp Martin Student Union**  
              **M101 Mezzanine**  
              **Code 42326 Item 305**

Thank you for your interest in the E-Sports Game and Lounge Space Renovation project. This information is being provided to all firms which express an interest in the design of the project. Limit the size of your submittal document to no greater than 12½ inches in height and 9½ inches in width, maximum 60 pages including standard forms. Submittals are due **February 28, 2024 by 2:00 p.m.** Do not transmit any submittal information via email.

Submittals **must** include the cover sheet, Sections I and II of the Standard Form 330, the Designer's Supplemental Information Form, along with any additional information considered appropriate. Please deliver **one** copy of the submittal, along with **one** electronic copy in pdf format (USB drive attached to a print submittal) to Room 200A at the address noted above. The hard copy should be bound together as a document and the digital submission should be assembled into a single file.

All submittals will be reviewed by the University Designer Evaluation Committee. The preliminary evaluation process will be complete in **March 2024** and firms selected for interviews will be notified at that time.

There will be a non-mandatory pre-submittal conference for any interested parties held **at 10:00 a.m. on February 8th in Popp Martin Student Union Room 263**. A walk-through of the proposed E-Sports Game and Lounge Space M101 Mezzanine will take place after the meeting. Visitor parking is available in the **Union Deck**.

Please deliver all submittals to me at the address written above. Any questions about the project should be directed to the Project Manager, **Lisa Lanier** at **llanier@charlotte.edu**.

Sincerely,

Jeanine Bachtel  
Director, Project Management

The University of North Carolina at Charlotte  
**E-Sports Game and Lounge Space Renovation**  
Advance Planning/Design Services  
Code **42326** Item **305**

**PROJECT DESCRIPTION:**

The project is for the construction of the E-Sports Game and Lounge Space Renovation. The new facility will provide students with dedicated space to provide for E-Sports Club and Gaming events, including daily student and club game space, events, and competition activities.

The design will be consistent with the Guiding Principles of the Campus Master Plan. The University's Design and Construction Manual and Campus Master Plan can be viewed at: <http://facilities.uncc.edu/>

Some of the important design elements will be:

- Design compatible with the architectural style of campus, university master plan, and university design manual.
- Renovation and development that enhances the visual aesthetic of the existing space and is sympathetic to the context of the existing building design while providing for the functional needs of the E-Sports program.
- Simplicity of design with an emphasis on economical construction and maintainability.
- Effective and efficient HVAC, electrical, and communication systems.
- Safety of visitors, students, and staff during construction.

**Location**

The E-sports Game and Lounge Space is to be located in existing Room M101 in Popp Martin Student Union.

**EXPECTATIONS OF THE DESIGNER:**

The designer will continue to develop the design ideas presented in the preliminary study and enhance the design concepts based upon criteria important to the student users, building staff and other campus stakeholders. During the Advanced Planning Phase, the designer will be expected to present conceptual diagrams, drawings, and three-dimensional views to illustrate options for how the project will be developed. The designer will also present space allocations and programs, conceptual plans and three-dimensional renderings showing design characteristics of the renovated interior spaces. Estimates of probable cost demonstrating adherence to the established construction budget are required.

The Design team must include professionals who can demonstrate high standards of accomplishment and knowledge in the following areas:

- Programming, designing, and administering construction of projects within budgets and on schedule.
- Familiarity with design incorporating sustainable strategies.
- Working with multiple user groups and committees to build consensus on program and design.
- Familiarity with North Carolina State Construction Office and Department of Insurance requirements and procedures.
- Building Information Modeling from design through construction.
- Success in working with multiple design disciplines.
- AV Integrator: Gaming technology and E-Sports sub-consultant with experience in collegiate E-Sports facilities must be included in the design team. Consultant must show their knowledge and expertise in E-Sports venues, design concepts, furnishings and technology and IT requirements for a functional E-Sports program.

## **SCOPE OF WORK:**

The Esports Game and Lounge Space will include architectural, mechanical, electrical, fire protection, audiovisual, data, civil and technology and IT design.

The design team will meet with campus stakeholders, including facilities management personnel, student organizations, Student Union Staff, and leadership as necessary to define programmatic needs and functions and renovation requirements.

The design team will prepare schematic design / conceptual designs, design development services, construction documents, bidding and negotiation and construction contract administration services, including cost analysis of developed options based upon the preliminary study prepared in previous design.

The design team will respond to input and review comments from the University and the Office of State Construction.

## **DESIGNER SELECTION CRITERIA:**

As detailed in the North Carolina Administrative Code (01 NCAC 30D .0303), the University's Design Selection Committee will use the following in evaluating qualifications:

- (1) Specialized or appropriate expertise in this type of project.
- (2) Past performance on similar projects.
- (3) Adequate staff for the proposed project design team.
- (4) Current workload and State projects awarded.
- (5) Proposed design approach for the project.
- (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) Historically Underutilized Business (HUB) participation and utilization in the team structure.
- (11) The team's recent experience with NC State Construction Office.

### **Note:**

**For all relevant project examples submitted, provide a matrix indicating which design team members worked on the project(s).**

## **BUDGET:**

The total budget for this project is \$1,500,000.00 which includes all design support services, design fees, furnishings, technology infrastructure, construction and commissioning of the elements described above, and any utility service infrastructure improvements.

This sheet is to be the cover sheet for the submittal. If the submittal is bound in a binder, this will be the top sheet visible upon opening the binder cover.

**SUBMITTAL**  
**February 28, 2024**

**Architectural Services**

**UNC CHARLOTTE**  
**Code 42326 Item 305**

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**FIRM INFORMATION**

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Architectural Firm & NC License #

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Location (Headquarters & Office Serving this Project)

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Subconsultant Firm & NC License #

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Location (Headquarters & Office Serving this Project)

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E-Sports Consultant

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Location (Headquarters & Office Serving this Project)

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Mechanical/Electrical/Plumbing Firm

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Location (Headquarters & Office Serving this Project)

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Structural Engineering Firm

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Location (Headquarters & Office Serving this Project)

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Add others as needed (Survey, Geotechnical, etc.)

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Location (Headquarters & Office Serving this Project)

**E-Sports Game and Lounge Space**

Design Firm \_\_\_\_\_

**UNC Charlotte**

Contact Name \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

**DESIGNER'S STAFFING INFORMATION (To follow cover sheet)**

**Instructions:** Provide information listed below regarding personnel who will be assigned to this project. One person may be assigned to more than one responsibility. Add additional disciplines as necessary. In addition to this form, submit resumes for all personnel who will work on the project.

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

**PRINCIPAL IN CHARGE**

Name: \_\_\_\_\_ License # \_\_\_\_\_ Office Location \_\_\_\_\_

%

<b>Past or Current Projects</b>	<b>Complete</b>	<b>Location</b>	<b>Responsibility</b>
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

**DESIGN LEADER**

Name: \_\_\_\_\_ License # \_\_\_\_\_ Office Location \_\_\_\_\_

%

<b>Past or Current Projects</b>	<b>Complete</b>	<b>Location</b>	<b>Responsibility</b>
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
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**CONSTRUCTION ADMINISTRATOR**

Name: \_\_\_\_\_ License # \_\_\_\_\_ Office Location \_\_\_\_\_

%

<b>Past or Current Projects</b>	<b>Complete</b>	<b>Location</b>	<b>Responsibility</b>
_____	_____	_____	_____
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_____	_____	_____	_____

**E-SPORTS - AV INTEGRATOR / CONSULTANT**

Name: \_\_\_\_\_ License # \_\_\_\_\_ Office Location \_\_\_\_\_

%

<b>Past or Current Projects</b>	<b>Complete</b>	<b>Location</b>	<b>Responsibility</b>
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
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**STRUCTURAL ENGINEER**

Name: \_\_\_\_\_ License # \_\_\_\_\_ Office Location \_\_\_\_\_

<b>Past or Current Projects</b>	<b>Complete</b>	<b>Location</b>	<b>Responsibility</b>
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
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**MECHANICAL ENGINEER**

Name: \_\_\_\_\_ License # \_\_\_\_\_ Office Location \_\_\_\_\_

<b>Past or Current Projects</b>	<b>Complete</b>	<b>Location</b>	<b>Responsibility</b>
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

**ELECTRICAL ENGINEER**

Name: \_\_\_\_\_ License # \_\_\_\_\_ Office Location \_\_\_\_\_

<b>Past or Current Projects</b>	<b>Complete</b>	<b>Location</b>	<b>Responsibility</b>
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Submitted by: \_\_\_\_\_

Signature: \_\_\_\_\_