

**IT INFRASTRUCTURE UPGRADES PRE-BID CONFERENCE  
UNC CHARLOTTE**

12.2.2019

**WELCOME &  
INTRODUCTIONS**



**UNC Charlotte**  
IT Infrastructure Upgrades  
12.02.2019

# AGENDA

**PROJECT OVERVIEW**

**BIDDING OVERVIEW**

**OWNER PREFERRED ALTERNATES.  
BID SCHEDULE & REQUIREMENTS  
HUB REQUIREMENTS**

**BIDDER QUESTIONS**

**SITE WALK**

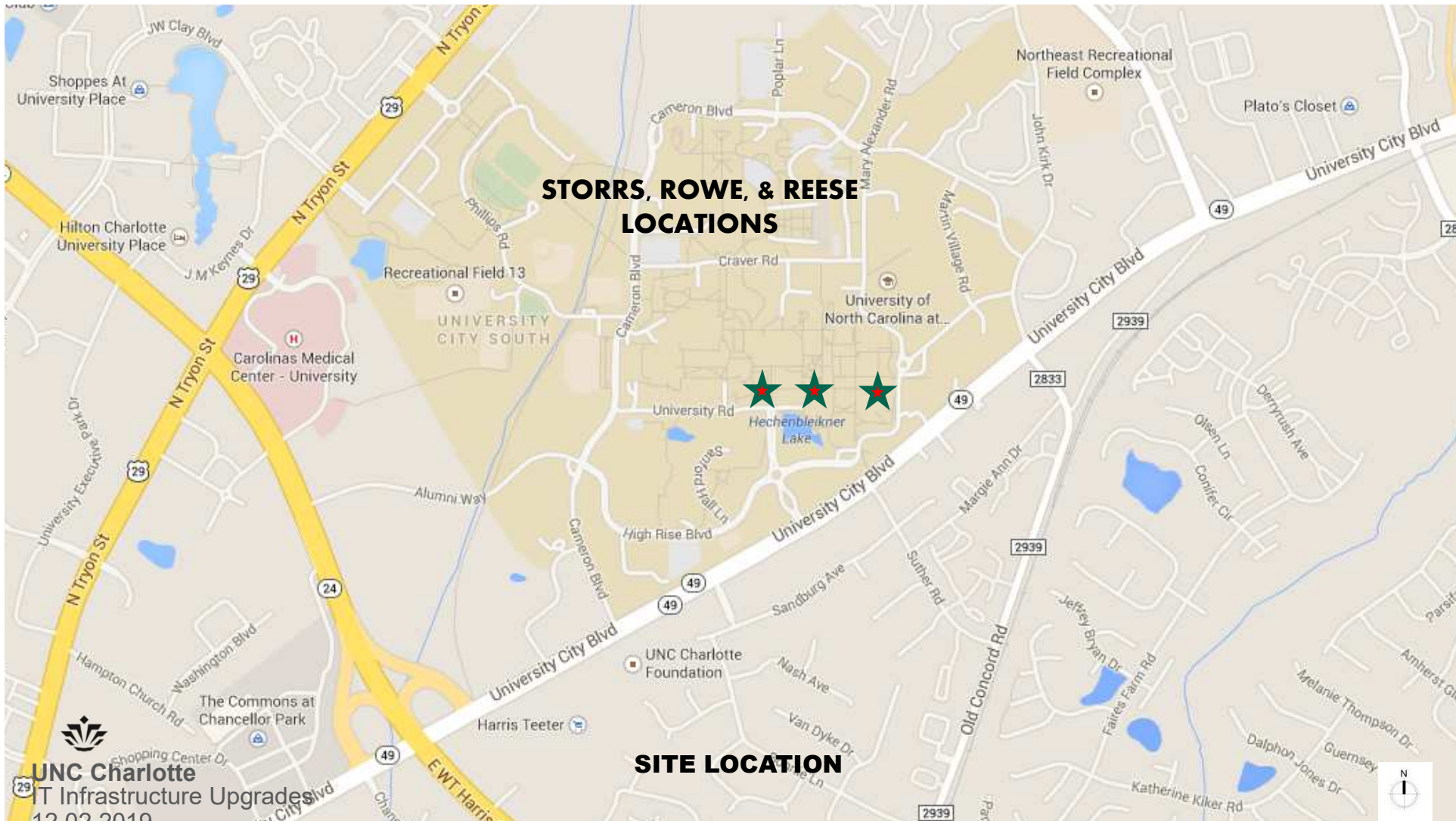


*Existing ITS systems in each building will be replaced in their entirety with a new system utilizing Cat 6A infrastructure throughout. A new parallel system will be installed with the existing system to minimize downtime at conversion to new system. New MDF and IDF equipment will be provided with 20% future expansion capability. New cooling and power systems will be provided for new ITS Rooms.*

- *Storrs: 94,000 sf, 2-story*
- *Rowe: 73,615 sf, 2-story*
- *Reese: 46,700, 6-story*


## **OVERVIEW**



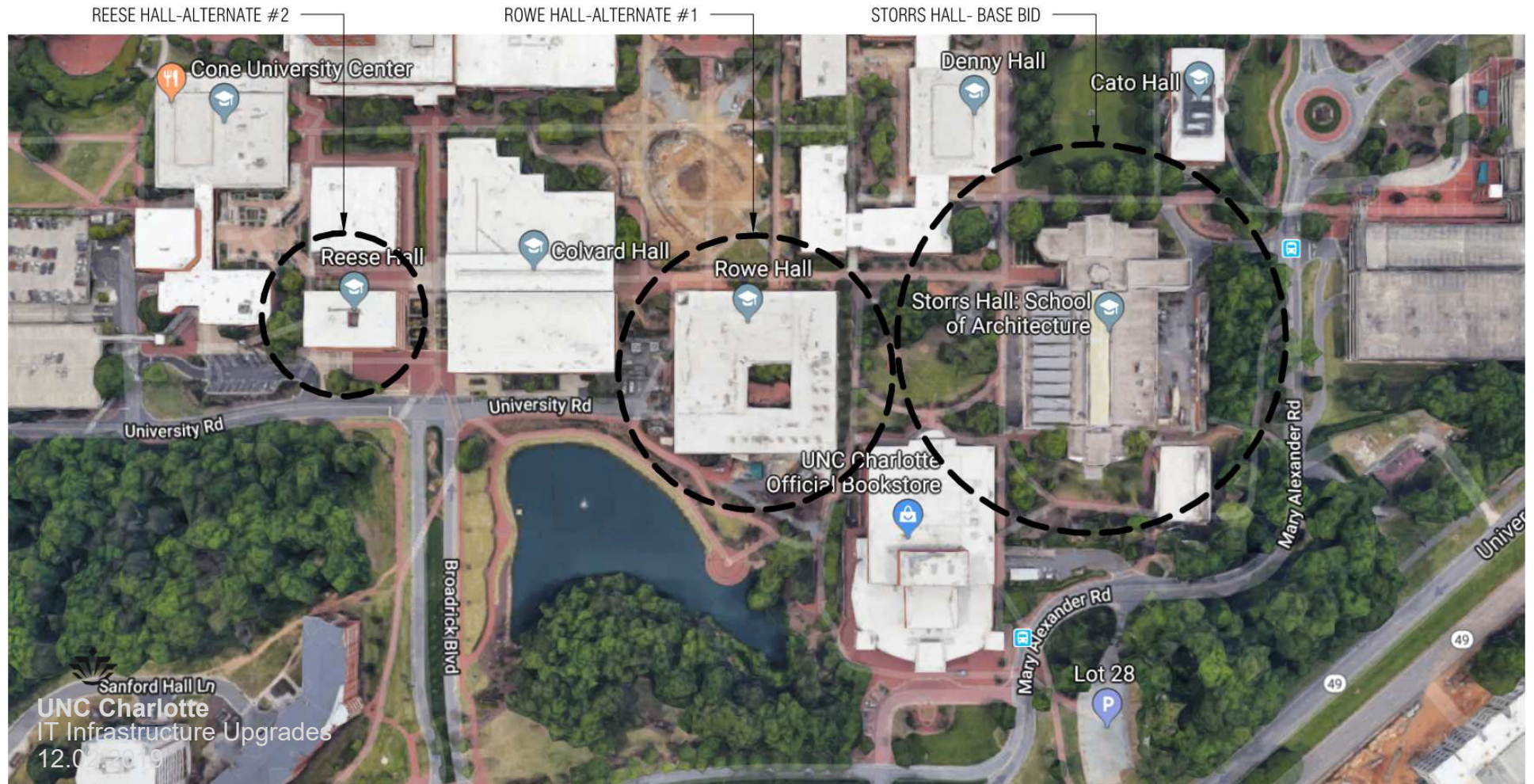


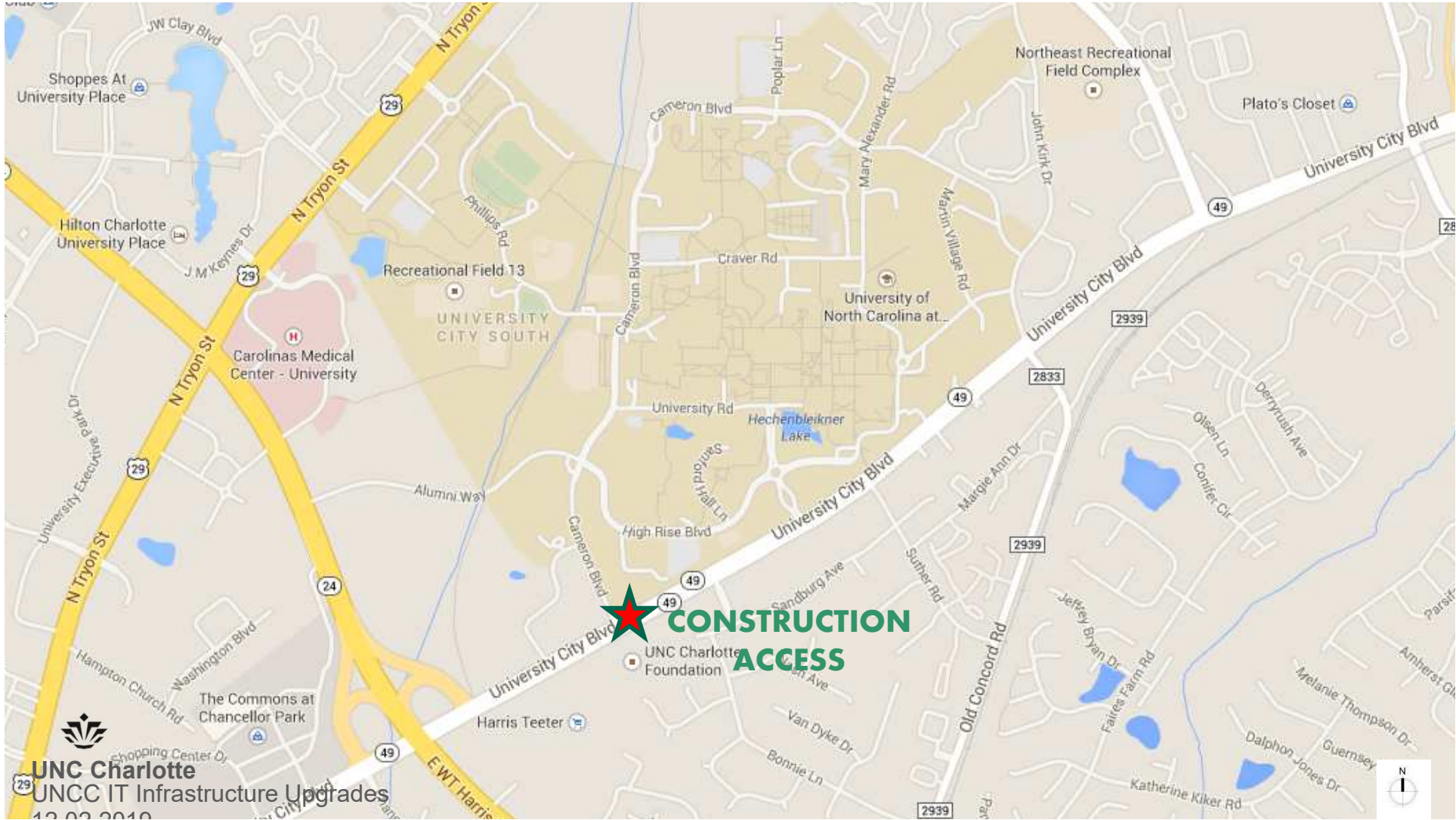
**STORRS, ROWE, & REESE  
LOCATIONS**


**SITE LOCATION**

  
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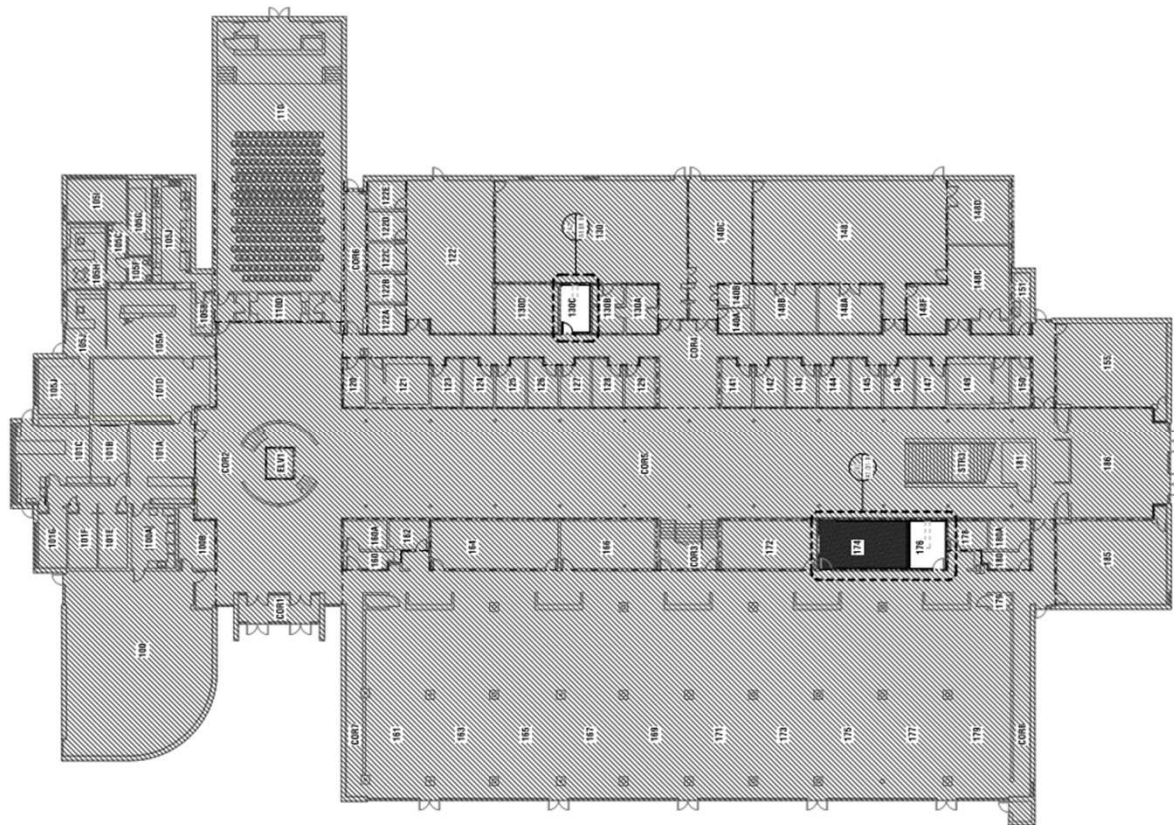
# PROXIMITY MAP:



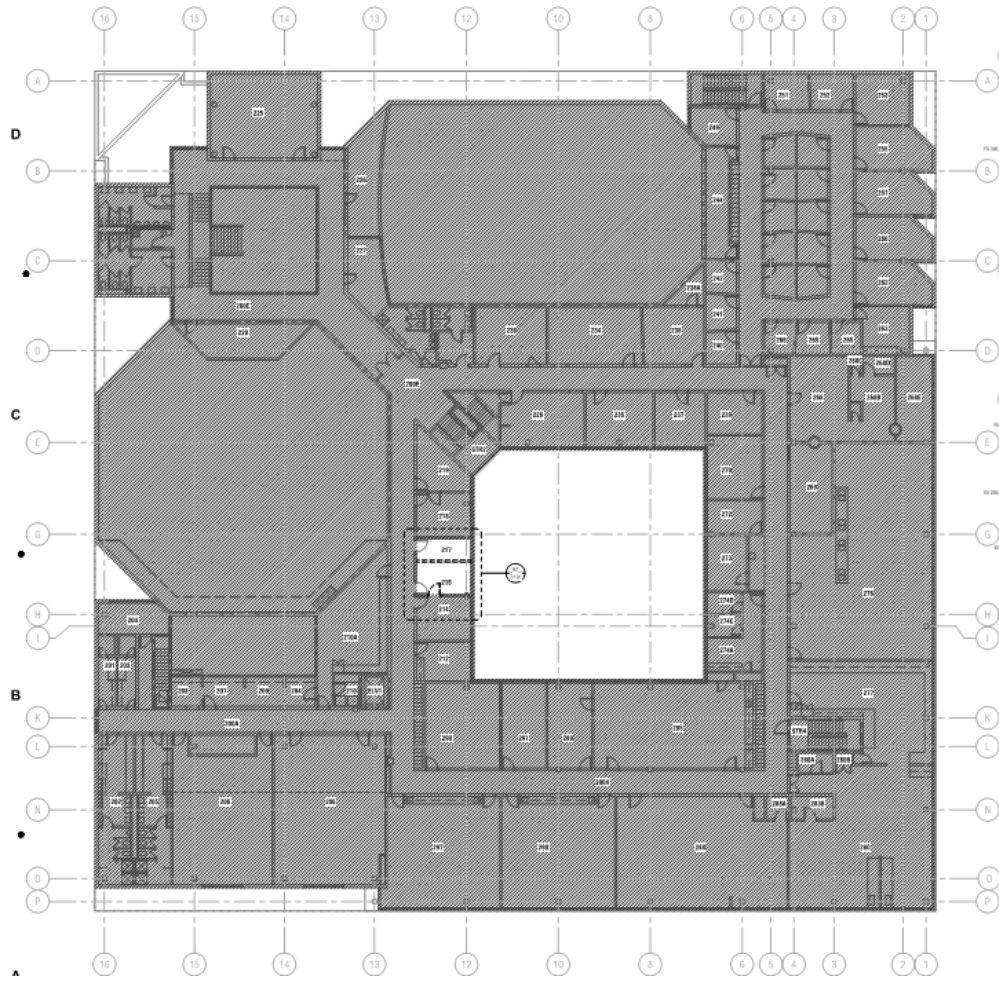


  
**UNC Charlotte**  
UNCC IT Infrastructure Upgrades  
12.02.2016





## **STORRS FLOOR PLAN - LEVEL 1**

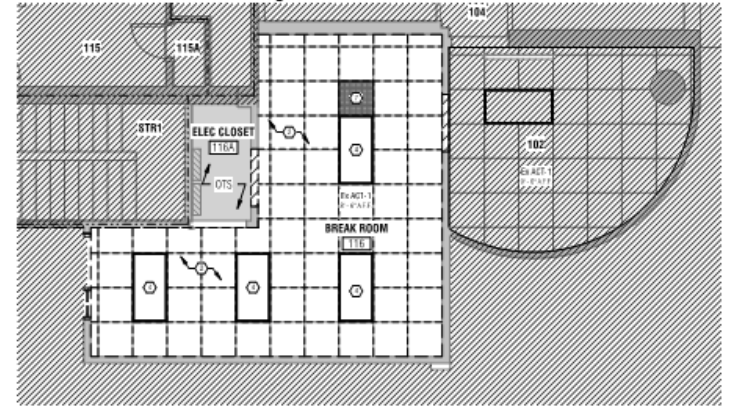
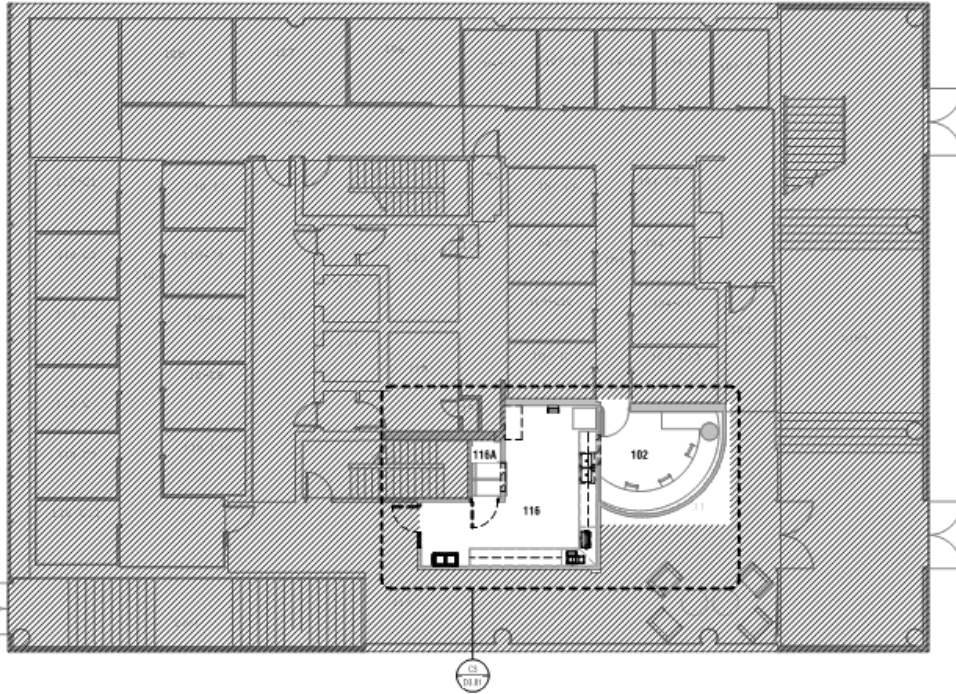


**ROWE HALL - LEVEL 2**

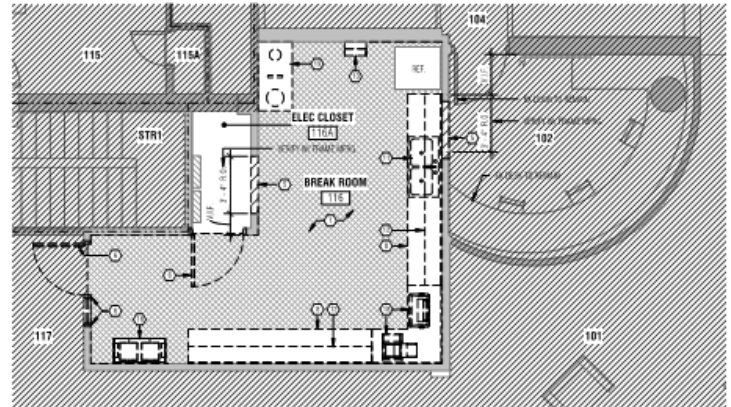


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102 ENLARGED REFLECTED CEILING PLAN  
1/8" = 1'-0"



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## REESE HALL – GROUND FLOOR

## NOTICE TO BIDDERS

Sealed proposals will be received by The University of North Carolina at Charlotte, in Charlotte, NC until ~~2:00 p.m. on Tuesday, December 9, 2019~~ at the Cone University Center, Room 112 (building #5 on the campus map – <http://facilities.uncc.edu/maps> – Visitor parking is available in Cone Deck 1 & 2), and immediately thereafter publicly opened and read for the furnishing of labor, material and equipment entering into the construction of:

### IT INFRASTRUCTURE UPGRADES SCO ID# 18-19671-02A

The scope of work of this project is work required to replace the existing ITS cabling and infrastructure in the Rowe, Storrs and Reese Buildings. Existing ITS systems in each building will be replaced in their entirety with a new system utilizing Cat 6A infrastructure throughout. A new parallel system will be installed with the existing system to minimize downtime at conversion to new system. New MDF and IDF equipment will be provided with 20% future expansion capability. New cooling and power systems will be provided for new ITS rooms.

Bids will be received for Single Prime Contract only. All proposals shall be lump sum.

#### Pre-Bid Meeting

A ~~non-mandatory~~ Pre-bid meeting will be held for all bidders on ~~Thursday, November 14, 2019, at 10:00 a.m. in Room 110, at the Facilities Management/Police Building (#55 on the campus map – <http://facilities.uncc.edu/maps>)~~. The meeting will address project specific questions, issues, bidding procedures, and bid forms. After the prebid meeting there will be a site visit to go over the project scope and location. **This will be the only opportunity for contractors and their subcontractors to visit the site, so please have all interested parties in attendance.**

Visitor parking for the Pre-bid meeting is located in Lots 26 or 25 (overflow). To park in Lots 26 or 25, interested attendees need to contact Joyce Clay by email at [ljclay@uncc.edu](mailto:ljclay@uncc.edu) by 12:00 noon Wednesday, November 13, 2019 to obtain parking permits. Email should be structured as follows:

Email Subject: "Parking Permit – IT Infrastructure Upgrades Project".

Provide the following information;

1. Name of Vehicle Owner
2. Email address
3. Vehicle Make/Model/Style/Color
4. Year of Vehicle
5. License Tag #
6. State vehicle is registered in

Failure to request a pass will result in a parking fine. In the event that parking was not requested, payed visitor parking is available at the East Deck or the Student Union Deck and attendees need to allow time to walk to the Facilities Management/Police building. The meeting is also to identify preferred brand alternates and their performance standards that the owner will consider for approval on this project.

In accordance with General Statute GS133-3, Specifications may list one or more preferred brands as an alternate to the base bid in limited circumstances. Specifications containing a preferred brand alternate under this section must identify the performance standards that support the preference. Performance standards for the preference must be approved in

SCO – Notice to Bidders 2010 (Updated Dec. 2010)

advance by the owner in an open meeting. Any alternate approved by the owner shall be approved where (i) the preferred alternate will provide cost savings, maintain or improve the functioning of any process or system affected by the preferred item or items, or both, and (ii) a justification identifying these criteria is made available in writing to the public.

In accordance with GS133-3 and SCO procedures the following preferred brand items are being considered as Alternates by the owner for this project:

- A. Owner Preferred Alternate No. 1: DOOR CLOSERS LCN 4011/4111 Series Closers
- B. Owner Preferred Alternate No. 2: SCHLAGE LOCKSETS
- C. Owner Preferred Alternate No. 3: ACCESS CONTROL: OPA: OPEN OPTIONS

Justification of any approvals will be made available to the public in writing no later than seven (7) days prior to bid date.

~~Bidders' questions will be entertained in writing until 2:00 p.m. on November 21, 2019.~~

Address all questions to the designer, Optima Engineering – Allyssa Calderhead - [acalderhead@optimaengineering.com](mailto:acalderhead@optimaengineering.com). Emails shall have subject line as follows: "IT Infrastructure Upgrades; (your company name); BIDDER QUESTION. Include your company name, contact information, emails, phone numbers in the body of your email. An RFI Bid response list will be developed from this information and included in addenda. cc: [tcapodicasa@optimaengineering.com](mailto:tcapodicasa@optimaengineering.com)

~~Final addendum will be issued no later than Tuesday, November 26, 2019.~~

Complete plans, specifications and contract documents will be open for inspection in the offices:

1. Designer: Optima Engineering. PA – 1927 S. Tryon Street, Suite 300, Charlotte, NC, 28203
2. Owner: UNC Charlotte, Facilities Management/Police Building, 2<sup>nd</sup> floor – Capital Projects, 9151 Cameron Blvd., Charlotte, NC 28223, Phone: (704) 687-0615.
3. Or may be obtained by those qualified as prime bidders, upon deposit of two hundred and fifty dollars (\$250.00) in cash or certified check. The full plan deposit will be returned to those bidders provided all documents are returned in good, usable condition within ten (10) days after the bid date.

Electronic plans, specifications and contract documents are available at the following:

1. Construct Connect at [content@constructconnect.com](mailto:content@constructconnect.com), (800) 364-2059
2. North Carolina Offices of Dodge Data & Analytics (formerly McGraw-Hill Construction) – Customer Service – <http://dodgeprojects.construction.com>, (800) 393-6343
3. Metrolina Minority Contractors Association (MMCA) – [mmcaofcharlotte.org](http://mmcaofcharlotte.org), (877) 526-6205
4. Optima Engineering:
  - a. Please notify Allyssa Calderhead at [acalderhead@optimaengineering.com](mailto:acalderhead@optimaengineering.com) by email with Subject line exactly as follows: "IT Infrastructure Upgrades; (your company name); BID DOCUMENT REQUEST".

SCO – Notice to Bidders 2010 (Updated Dec. 2010)

- b. Include your company name, contact information, emails, phone numbers in the body of your email. A bidders list will be developed from this information.
- c. cc: tcapodicasa@optimaengineering.com

**NOTE:** The bidder shall include with the bid proposal the form *Identification of Minority Business Participation* identifying the minority business participation it will use on the project and shall include either *Affidavit A* or *Affidavit B* as applicable. Forms and instructions are included within the Proposal Form in the bid documents. Failure to complete these forms is grounds for rejection of the bid. (GS143-128.2c Effective 1/1/2002.)

All contractors are hereby notified that they must have proper license as required under the state laws governing their respective trades.

General contractors are notified that Chapter 87, Article 1, General Statutes of North Carolina, will be observed in receiving and awarding general contracts. General contractors submitting bids on this project must have license classification for Unlimited license (set forth the license classification required by the NC General Contractors Licensing Board under G.S. 87-1.).

**NOTE--SINGLE PRIME CONTRACTS:** Under GS 87-1, a contractor that superintends or manages construction of any building, highway, public utility, grading, structure or improvement shall be deemed a "general contractor" and shall be so licensed. Therefore, a single prime project that involves other trades will require the single prime contractor to hold a proper General Contractors license.

**EXCEPT:** On public buildings being bid single prime, where the total value of the general construction does not exceed 25% of the total construction value, contractors under GS87- Arts 2 and 4 (Plumbing, Mechanical & Electrical) may bid and contract directly with the Owner as the SINGLE PRIME CONTRACTOR and may subcontract to other properly licensed trades. GS87-1.1-Rules .0210

Each proposal shall be accompanied by a cash deposit or a certified check drawn on some bank or trust company, insured by the Federal Deposit Insurance Corporation, of an amount equal to not less than five percent (5%) of the proposal, or in lieu thereof a bidder may offer a bid bond of five percent (5%) of the bid executed by a surety company licensed under the laws of North Carolina to execute the contract in accordance with the bid bond. Said deposit shall be retained by the owner as liquidated damages in event of failure of the successful bidder to execute the contract within ten days after the award or to give satisfactory surety as required by law.

A performance bond and a payment bond will be required for one hundred percent (100%) of the contract price.

Payment will be made based on ninety-five percent (95%) of monthly estimates and final payment made upon completion and acceptance of work.

No bid may be withdrawn after the scheduled closing time for the receipt of bids for a period of 60 days.

The owner reserves the right to reject any or all bids and to waive informalities.

Please note that any bid delivered to UNC Charlotte Facilities Management, Capital Projects must be received by 1:00 pm on bid day. After that, all bids need to go to the bid opening location.

Bidders who will not attend the Bid Opening need to ensure their sealed bids are delivered no later than 1:00 pm on bid opening date to the following:

**Mailed Proposals:**

Attn: Ms. Joyce Clay – Capital Projects  
The University of North Carolina at Charlotte  
Facilities Management – Capital Projects  
9201 University City Boulevard  
Charlotte, NC 28223-0001

Or

**Hand Delivered:**

Attn: Ms. Joyce Clay – Capital Projects  
Facilities Management/ Police Building  
2<sup>nd</sup> Floor – Capital Projects  
9151 Cameron Boulevard  
Charlotte, NC 28223  
(704) 687-0615

**Designer:**

Optima Engineering  
1927 S. Tryon Street  
Suite 300  
Charlotte, NC 28203  
704.338.1291

**Owner:**

University of North Carolina at Charlotte  
9201 University City Boulevard  
Charlotte, NC 28223-0001  
704.687.0615

**Addendum #1**

Date: November 19, 2019

To: All Bidders

From: Optima Engineering, PA  
Charlotte, NC

Re: **UNC Charlotte IT Infrastructure Upgrades – Rowe, Storrs & Reese**  
SCO #18-19671-02A

This addendum is to notify all potential bidders of the following changes to the IT Infrastructure Upgrades Notice To Bidders:

1. Sealed bids will be received at the University of North Carolina, Charlotte, NC until **2:00 p.m. Tuesday, December 17, 2019** in Room 210A of the Cone University Center (#5 on the campus map – <http://facilities.uncc.edu/maps>). Visitor parking is available in Cone Deck 1 & 2.
2. A non-mandatory Pre-bid Meeting will be held at **10:00 a.m. Monday, December 2, 2019** in Room 111 in the Cone University Center (#5 on the campus map).
3. **Bidders Questions will be entertained in writing until 2:00 p.m. Thursday, December 5, 2019.**
4. **Final addendum will be issued no later than 2:00 p.m. Tuesday, December 10, 2019.**

**End of Addendum #1**

UNC Charlotte  
"Good Faith Effort" Requirements  
IT INFRASTRUCTURE UPGRADES

The MBE participation goal for this project is fifteen (15) percent. This information is provided as a guide for firms who may be new to UNC Charlotte and may not be familiar with our expectations regarding minority business participation on State Construction Contracts. Bidders should be familiar with the **Guidelines for Recruitment & Selection of Minority Businesses for Participation in State Construction Contracts** as well as the applicable bid forms;

**Identification of HUB Certified/Minority Business Participation form** – Only list minority firms that you will use as construction subcontractors, vendors, suppliers or professional service providers on this project. The bidder cannot list himself on this form as he cannot subcontract to himself. **Note:** This form should be submitted with your bid, even if left blank.

**Affidavit A – Listing of Good Faith Efforts** – the bidder is certifying that he has made a good faith effort to comply under those areas checked on the form. Do not check a Good Faith Effort item unless you can provide the following:

1. Contacting minority businesses that reasonably could have been expected to submit a quote and that were known to the contractor or available on State or local government maintained lists **at least 10 days before the bid or proposal date** and notifying them of the nature and scope of the work to be performed.  
**Example:** Copies of written (emailed or faxed) notification to minority businesses and copies of quotes/proposals received for work solicited to minority businesses. Notification should include, at a minimum, project location, location where plans and specifications may be obtained or viewed, trade or scopes of work for which subcontracts are being solicited, contact person within the prime contractor organization.  
  
**Be sure to maintain a telephone log to confirm that minority firms received your IFB.** The log should contain the date contacted, telephone number, and name of the individual representing the minority firm who acknowledged receipt of your IFB. **Also maintain a telephone log to confirm that minority firms acknowledged a "bid/no bid" to your IFB.** The log should contain the date contacted, telephone number, and name of the individual representing the minority firm who acknowledged "bid/no bid" to your IFB.
2. Making the construction plans, specifications and requirements available for review by prospective minority businesses, or providing these documents to them at least 10 days before the bid or proposals are due.  
**Example:** Copies of written (emailed or faxed) notification to minority businesses should include, at a minimum, project location, location where plans and specifications may be obtained or viewed, trade or scopes of work for which subcontracts are being solicited, contact person within the prime contractor organization.
3. Breaking down or combining elements of work into economically feasible units to facilitate minority participation.  
**Example:** Document steps taken to segment elements of work into economically feasible units to meet minority business availability. Identify sub-contractors/suppliers/consultants and scope of work involved in segmenting.

Be sure that you are soliciting quotes from **at least** three (3) minority firms in scopes of work that typically have adequate numbers of minority firms available that can perform the work required (hauling, concrete, flooring, masonry, painting, electrical suppliers, etc.). Do not solicit quotes

from minority firms in those scopes of work that typically do not have minority firms available that can perform the work required (elevators, fire suppression systems, roofing, etc.). If there are minority firms that you typically use on your projects then by all means, feel free to use them, if you are sure you are receiving reasonable pricing and quality work.

4. Working with minority trade, community or contractor organization identified by the Office for Historically Underutilized Businesses (HUB) and included in the bid documents that provide assistance in recruitment of minority businesses. **Note:** Minority plan rooms are not applicable.  
**Example:** Provide a copy of meeting minutes between prime contractor and minority trade, community or contractor organization. At minimum the following topics should be discussed/reviewed during the meeting: project location; location where plans and specifications may be obtained or viewed; trade or scopes of work for which subcontracts are being solicited; bonding requirements; insurance requirements; prime contractor's contact person; minority trade, community or contractor organization contact person; strategies to segment elements of the work into economically feasible units to meet minority business availability; strategies to increase minority business utilization through joint ventures and/or partnerships; notification that the meeting will be counted toward the contractor's good faith effort.  
**Example:** Maintain a copy of the request, and have the date, telephone number and name of the individual who acknowledged receipt of your request and information regarding any/all assistance provided by the organization
5. Attending any pre-bid meetings scheduled by the public owner.  
**Example:** Attendance will be verified by conference sign-in sheet.
6. Providing assistance in getting required bonding or insurance or providing alternatives to bonding or insurance for subcontractors.  
**Example:** Documentation describing the type of assistance provided or offered to minority businesses. Provide names and contacts of minority businesses to which assistance was offered and names of the contact person of bonding companies or financial institutions offering assistance.
7. Negotiating in good faith with interested minority businesses and not rejecting them as unqualified without sound reasons based on their capabilities. Any rejection of a minority business based on lack of qualification should have the reasons documented in writing.  
**Example:** Document number of bids received from minority businesses in the trade or scopes of work for which subcontracts are being solicited, the number of minority businesses that submitted low bids or proposals, the number of minority businesses the bidder has offered to negotiate prices or services, and the number of minority businesses the bidder has agreed to utilize on the project, outline steps taken.
8. Providing assistance to an otherwise qualified minority business in need of equipment, loan capital, lines of credit, or joint pay agreements to secure loans, supplies, or letters of credit, including waiving credit that is ordinarily required or assisting minority businesses in obtaining the same unit pricing with the bidders supplier.  
**Example:** Document names, addresses and telephone numbers of minority businesses to which assistance was offered, outline steps taken. Give dates assistance was offered and document outcome.
9. Negotiating joint venture and partnership arrangements with minority businesses in order to increase opportunities for minority business participation on a public construction or repair project when possible.  
**Example:** Provide a copy of joint venture or partnership arrangements between bidder and minority business.

10. Providing quick pay agreements and policies to enable minority contractors and suppliers to meet cash-flow demands.

**Example:** Provide a copy of quick pay agreements and/or policies and document the number of minority businesses that will utilize the quick pay agreement. Provide a copy of the quick pay agreement between bidder and minority business.

**Note:** *Referencing the Good Faith Efforts listed above in your IFB is not enough. You must be able to document your efforts.*

**Affidavit B – Intent to Perform Contract with Own Workforce** – In making this certification the bidder is stating that he does not customarily subcontract elements of this type project and normally performs and has the capability to perform and will perform all elements of the work on this project with his own current workforce. The bidder agrees to make a Good Faith Effort to utilize minority suppliers where possible. “**Self-performing**” means the contractor has all equipment, personnel and supplies on hand to perform the contract. If the contractor needs to purchase supplies or rent equipment and operators to perform the work, then the contractor *is not* self-performing and should make efforts to purchase supplies or equipment, or temporary labor from minority firms. **Note:** No other Affidavits are required if the Bidder meets this criteria.

**Affidavit C – Portion of the Work to be Performed by HUB Certified/Minority Businesses** – This form is to be submitted only by the apparent lowest responsible, responsive bidder with equal to or greater than 10% minority participation.

**Affidavit D – Good Faith Efforts** – This form is to be submitted only by the apparent lowest responsible, responsive bidder with less than 10% minority participation along with their backup documentation.

**Minority-owned Pre-qualified Bidders** – *must also* meet the minority participation goals set for the project. Work performed by the minority-owned pre-qualified bidder will be counted towards the minority participation goal *only if* the minority contractor is *self-performing* and submitted Affidavit B.

**Certification Requirements** – Ensure the minority firms you contact for subcontracting opportunities are listed in the Statewide Uniform Certification (SWUC) Vendor database as *only firms* listed in the SWUC Vendor database, at the time of contract award, *will be counted* towards the minority participation goal for this project. Go to <http://www.doa.nc.gov/hub/searchhub.aspx> for access to the SWUC Vendor database.

**Assistance:**

Email the UNC Charlotte HUB Coordinator, Dorothy Vick (704-687-0527), no later than **12:00 Noon, Thursday, December 5, 2019** to [dvick@uncc.edu](mailto:dvick@uncc.edu) (Email Subject: IT Infrastructure Upgrades) for the following:

1. Assistance in finding certified minority firms who have worked on UNC Charlotte projects and who can perform the scopes of work (site work, concrete, electrical, etc.) you are seeking, and/or
2. A list of minority trade, community or contractor organizations identified by the Office for Historically Underutilized Businesses that provide assistance in recruitment of minority businesses.

(03/15/17)



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12.01.2019

**END OF SLIDESHOW**