

SUBJECT: Addendum 1: REQUEST FOR QUALIFICATIONS OPEN-END PROFESSIONAL SERVICE AGREEMENTS 2021-2022

University of North Carolina at Charlotte
Facilities Management
9201 University City Blvd. Charlotte, N.C. 28223-0001

#1

1. We will be submitting for the Construction Services portion of the submittal and part of that includes Asbestos/Air monitoring. That is part of our Environmental Engineering group. Should we include our Environmental Engineering group in the Construction Services discipline or do we need to submit an additional qualifications package for the Site Development and related services discipline?
 - If the services you provide overlap multiple categories, submit to all separately.
2. Under Construction services, Construction Schedule analysis is listed. We do not provide that service. Do we need to subcontract that portion or just not list it?
 - No, the firms chosen do not have to have all of the services listed.
3. We are also thinking of submitting on the Structural Engineering discipline. Should that be a separate submittal?
 - Yes

#2

We're very interested in sending in our qualifications for the open end annual service agreement, but it appears by the current list of firms that the university prefers firms that have civil and landscape together. Are there projects that need just landscape architects without engineering, or should we provide qualifications for a civil as a sub?

- No, the firms chosen do not have to have all of the services listed.

#3

In the advertisement, you state our SF330 is limited to 30 single sided pages. Does the Supplemental Information Sheet, list of professional services including specific responsibilities each person has on State owned projects, cover letter, and back and front covers are also included in the 30 pages?

- Cover sheets are not included in the page limit, everything else is included.

#4

Could you clarify for the "Architecture and related services" discipline – this must include architecture services if we wish to submit for this discipline correct? If our firm was able to provide interior design, space planning, graphic design, and ADA – we would need a firm to provide architectural services in order to successfully submit a bid for this discipline correct?

- Yes that is correct, the firms chosen do not have to have all of the services listed.

#5

1. Should we separate the A-E with different tabs? If so, do tabs count toward page count?
 - Your choice to separate with tabs, only cover sheets are not counted in the page count limit.

2. Can you provide clarification for what is needed here? *B. Provide a list of professional services including specific responsibilities each person has provided on three State owned projects, if available.* Prior to the cover letter, should we give an overview of our team?

- No, the firms chosen do not have to have all of the services listed.
- For the different services you provide, we want to know the individual(s) responsible for that service

#6

1. Can we include a proposal cover page after the required UNC Charlotte Supplemental Information Sheet and before the optional Letter of Interest? If yes, will it be counted in the thirty (30) page limit?

- Yes, the supplemental information sheet is to be the top sheet of the submittal. The cover page does not count in the page limit, everything else is included in the page count limit.

2. The page limit in the RFQ stipulates thirty (30) one-sided pages. Does that stipulation mean that we could likewise do 15 2-sided pages?

- Yes, 15 2-sided pages is fine.

#7

Could you please clarify what the scope/services would be for the Environmental Engineering category – what types of environmental services will the university be looking for here?

- Environmental Engineer services are included in the Site Development and related services category. Type of environmental service needs are unique to each project- list any that you can provide.

Under Construction Services – is the “soil testing” is for environmental conditions (contaminated soils) or physical soil properties (geotechnical).

- Type of Construction service needs are unique to each project- list any that you can provide.

#8

Under “Construction Services,” would it be possible to elaborate a little further on what UNCC is seeking help with for “construction schedule analysis?”

- For each discipline, firms chosen do not have to provide all of the services listed. Construction schedule analysis can be a wide range of services that are unique to every project. List any that you can provide.

#9

Under the Site Development and related services, what is exactly does the environmental engineering cover. Is it Phase I and II environmental site assessments, groundwater and soil assessment and remediation, or is it HVAC air flow conditions, for the buildings and wastewater processing? Environmental engineering can cover a very wide group of services.

- Type of environmental service needs are unique to each project- list any that you can provide.