

## Prospector Dining Mid-Level Refresh DESIGN SERVICES

# PRE-SUBMITTAL CONFERENCE

## AGENDA

**PART I:** GENERAL INFORMATION

**PART II:** PROJECT OVERVIEW

**PART III:** SUBMITTAL REQUIREMENTS

**PART IV:** QUESTIONS

# GENERAL INFORMATION

WELCOME

INTRODUCTIONS

QUESTIONS

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UPDATES

<https://facilities.charlotte.edu/vendor-information/advertisements/>

# SUBMITTAL

## SCHEDULE

- QUESTION PERIOD ENDS: May 20, 2025
- RESPONSES POSTED: May 22, 2025
- SUBMITTAL DUE: **May 29, 2025 - 2pm**
- SHORTLISTING COMPLETE: June 6, 2025
- INTERVIEWS: June 17, 2025 – 8am, 9am, 10am
- DESIGN SERVICES NTP: July 2025

# PROJECT SCOPE

Design services for the comprehensive renovation of dining facilities in the 100 level of the Prospector building.

- 1) The project will include interior demolition and new interior construction of approximately 8,600 square feet.
- 2) The project includes a new layout for Chick-fil-A brand - including seating areas, finishes, lighting, replacement of food service equipment, replacement of mechanical, electrical distribution and exhaust systems.
- 3) All other operations in the Prospector building will remain in operation during the construction. The contractor's access to the building, lay-down areas and space for storing materials is a critical consideration in the planning of the project.
- 4) The construction will take place beginning May 10, 2027 and be completed by August 1, 2027. The contract delivery method is TBD.



# CAMPUS PLAN/SITE PLAN

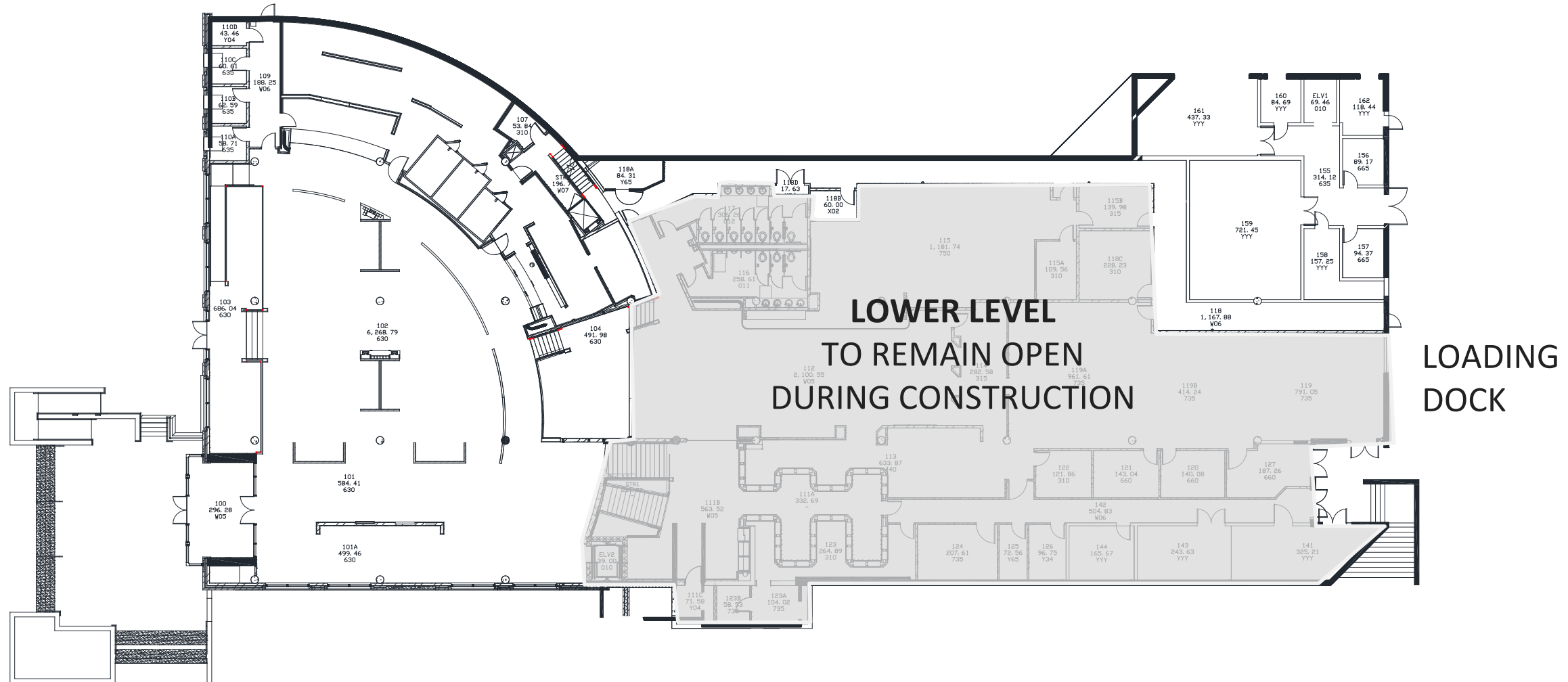


# CAMPUS PLAN/SITE PLAN





## FLOOR PLAN – Mid Level





















# PROJECT OVERVIEW

TOTAL BUDGET IS \$8,560,000 WHICH INCLUDES

- (1) DESIGN FEES
- (2) CONSTRUCTION
- (3) FURNISHINGS (FUNITURE, AV & FIXED EQUIPMENT)
- (4) IT INFRASTRUCTURE
- (5) SOFT COSTS

# SUBMITTAL

## SELECTION CRITERIA

NC ADMINISTRATIVE CODE (01 NCAC 30d.0303)

SUBMITTALS MUST CLEARLY PROVIDE INFORMATION FOR TEN CATEGORIES

1. Specialized or appropriate expertise in the programming and design of renovation and additions on a constrained site with possible phasing.
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. Other factors that may be appropriate for the project.

\* FIRMS MUST INDICATE STAFF, PRIME PROJECT MANAGER, AND TEAM WHO WILL WORK ON THIS PROJECT

# SUBMITTAL

## FORMAT REQUIREMENTS

PAPER SIZE: 12 ½ INCHES X 9 ½ INCHES MAXIMUM

COPIES: 1 HARDCOPY AND 1 DIGITAL COPY

PAGE LIMIT: 40 PAGES SINGLE SIDED (20 PAGES DOUBLE SIDED)

- INCLUDES ALL PRINTED PAGES (EXCLUDES COVERS, TABS, CLEAR COVERS, BLANK PAGES, CARDSTOCK BACKS)

PAGE COUNT IS DERIVED FROM DIGITAL COPY

# SUBMITTAL

## ORGANIZATION

UNC CHARLOTTE COVER SHEET

SUPPLEMENTAL STAFFING INFORMATION

OPTIONAL COVER LETTER

SF330 PART I & II

\* PLEASE USE **BOLD FONTS** FOR ALL PROJECT COSTS

SUPPLEMENTAL INFORMATION



# QUESTIONS