



Advertisement for Designer Services/Project Brief

Project: Hamilton Hall HVAC Replacement
The University of North Carolina at Chapel Hill

Advertised: August 8th, 2022

Closing Date: August 30th, 2022

The University of North Carolina at Chapel Hill is soliciting submittals from firms interested in providing design services for the following described project:

I. Project Description

The project scope of work includes the design for the replacement of central mechanical systems within Hamilton Hall on Central Campus. The heavily utilized building was completed in 1972 and contains classroom, laboratory and office space for the departments of Archaeology, Sociology, History, Peace, War & Defense, and Political Science within the College of Arts & Sciences.

Specifically, the project will replace the dual-duct built-up AHU-1, located in the basement mechanical room and rated for 71,500 cfm, with a digitally controlled VAV unit. The project will also remove and replace the existing dual-duct ductwork with new VAV ductwork throughout, install digitally controlled VAV hot-water reheat terminal units and install a hot water piping system. The associated work will likely require the removal and replacement of suspended ceilings and light fixtures in the affected areas. Hazardous materials testing, design and abatement will also be required due to anticipated presence in pipe installation and finish materials. Careful attention to project phasing and implementation will be required to limit disruptions to building occupants.

Design Services shall include Architecture, Mechanical, Electrical, Plumbing, and Abatement Design. The design team will be responsible for Schematic Design, Design Development, and Construction Documentation, including Life-cycle Cost Analysis at each design phase; Phasing Plans (as may be necessary); and Construction Administration services.

The project delivery method shall be **Single Prime Bid and Contract**.

The TOTAL project budget, including design, equipment & construction, is estimated at **\$8,800,000**.

The anticipated selection schedule is shown below:

Advertisement Phase	Estimated Dates
Advertise RFP	08/08/2022
Pre-proposal (ZOOM Meeting at 8:30am)	08/18/2022
Emailed Proposals Submission due by 3:00pm	08/30/2022
Selection Committee's Short List Recommendations	09/01/2022
Interviews	09/22/2022
Board of Trustees Approval	09/30/2022
Execute Design Contract	October 2022



II. Master Plans and Design & Construction Guidelines

The Master Plans and Design & Construction Guidelines will be the guiding documents for the design of this project. For more information on these documents, please visit the University's Facilities Services web site <http://www.facilities.unc.edu/> under Plan & Policies pull down menu.

III. Project Scope

The design team shall:

- Assist in the coordination of University stakeholders, including the Departments of Facilities Planning + Design, Construction Management, Facilities Engineering, Environmental Health & Safety, Energy Services, the College of Arts & Sciences, and other support services.
- Prepare Contract Documents in compliance with provisions regarding the NC Building Codes.
- Respond to comments as part of the State Construction Office (SCO) and University review processes for Capital Planning Projects.
- Prepare Cost Estimates, Project Schedules, Phasing Plans (as may be necessary), and Site Logistics Plans.

IV. Design Team

The University expects prospective design teams and the individuals identified as members of those teams to have demonstrated experience projects of a similar type, size and complexity. Design proposals should include a comprehensive listing of all consultants, including architectural, mechanical, plumbing, electrical and others needed to address the specific needs of this project.

V. Selection Process

There will be a virtual (Zoom) pre-proposal meeting on the date and time listed in the table above. Interested designers will be able to discuss the issues & opportunities with the University's Facility Project Manager and the facility user groups. Tours of the project site will NOT be hosted by UNC. Zoom meeting details are as follows:

<https://unc.zoom.us/j/97324339425?from=addon>

Meeting ID: 973 2433 9425

All proposals are due on the date listed in the table above at or before 3:00 PM. Submittals with proposals attached or links to shared files shall be submitted via email only to Chris Johnson (chris.johnson@fac.unc.edu). A Selection Committee, consisting of staff members from Facilities Services, the College of Arts & Sciences, and/or other members of the campus community will convene on **date listed in the table above** to discuss the Design Teams' proposals and determine a short list for interviews. The Project Manager will then notify all teams as to the short-listed firms and schedule for interviews.

Designer Interviews will be scheduled for the date listed in the table above. The format of the virtual (Zoom) interview will consist of a **30-minute** presentation by the design team that is followed by a **15-minute** question and answer session. Each design team is expected to have present the person(s) from their firm(s) who will be responsible for leading the execution of this project. Zoom meeting details will be provided at the time of notification of shortlisting. Following the interviews, the Selection Committee will issue recommendations, in priority order, for the selection of the design team. This list will be presented on **date listed in the table above** to the University's Board of Trustees for approval.



VI. Submittals

The University of North Carolina at Chapel Hill seeks letters of interest from firms who have recent experience with similar projects. Please format all proposals utilizing an SF-330 format. The submittal must include descriptions of (*based on 01 NCAC 30D .0303 SELECTING CRITERIA*):

1. Specialized or Appropriate Expertise in the type of project.
2. Past Performance on similar projects.
3. Adequate staff and Proposed Design & Consultant Team for the project.
4. Current Workload and State Projects awarded.
5. Proposed Design Approach for the project including design team and consultants.
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 & utilization in proposed team structure
11. The team's recent experience with the NC State Construction Office (SCO).

To fairly evaluate the submittals and to better utilize the Selection Committee's review time, we request that only pertinent information relating to the specific selection criteria listed above be provided in Section H of the SF-330 formatted submittal. UNC-CH does not limit the quantity of pages for proposals.

Note: Only (1) one electronic PDF file of the submittal is required.

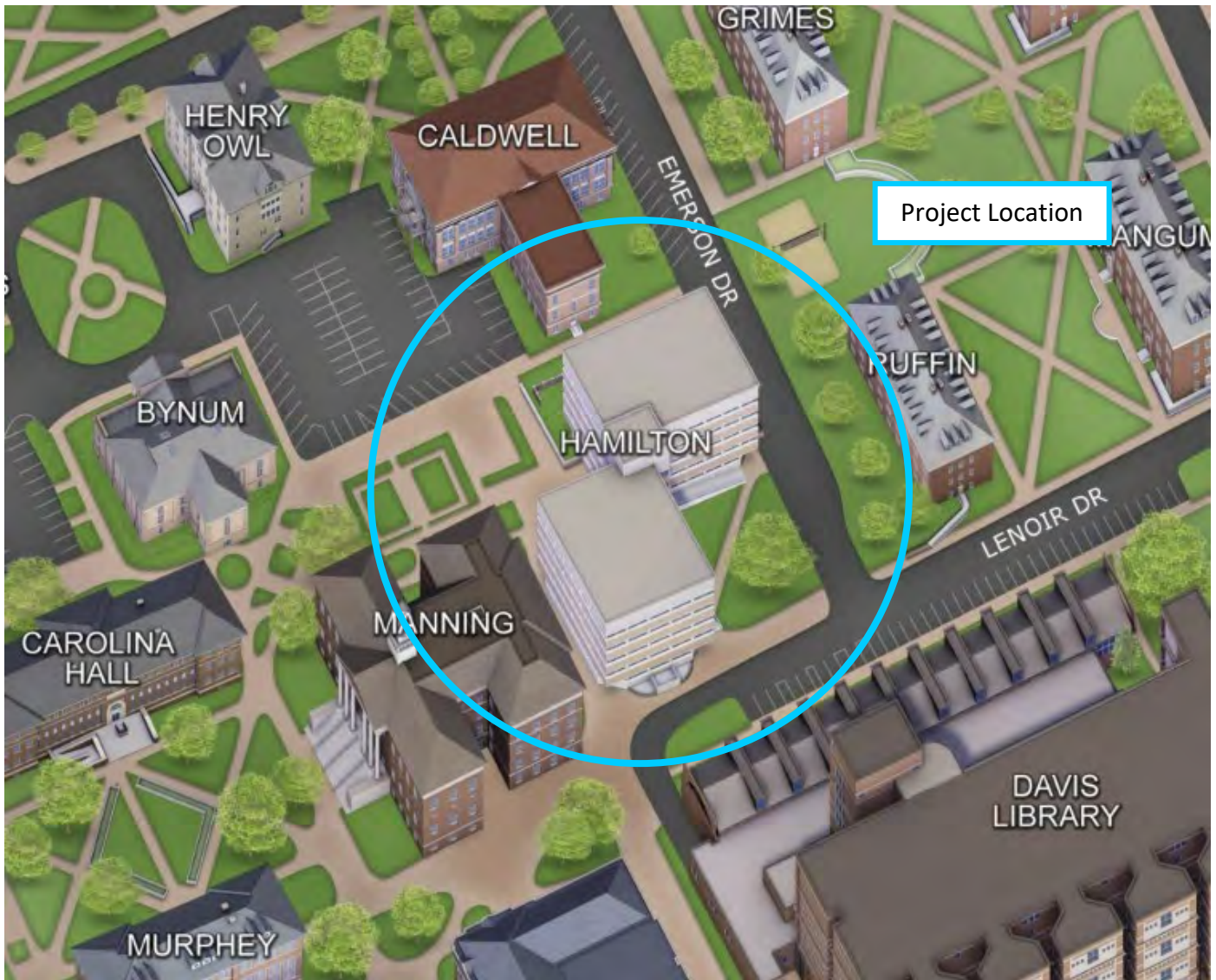
Please contact only the Facilities Planning Project Manager for any matters related to this submittal. No other University staff, The University's Board of Trustees, or any university officials is to be contacted other than the Projects Manager. All questions and project submittals shall be directed to:

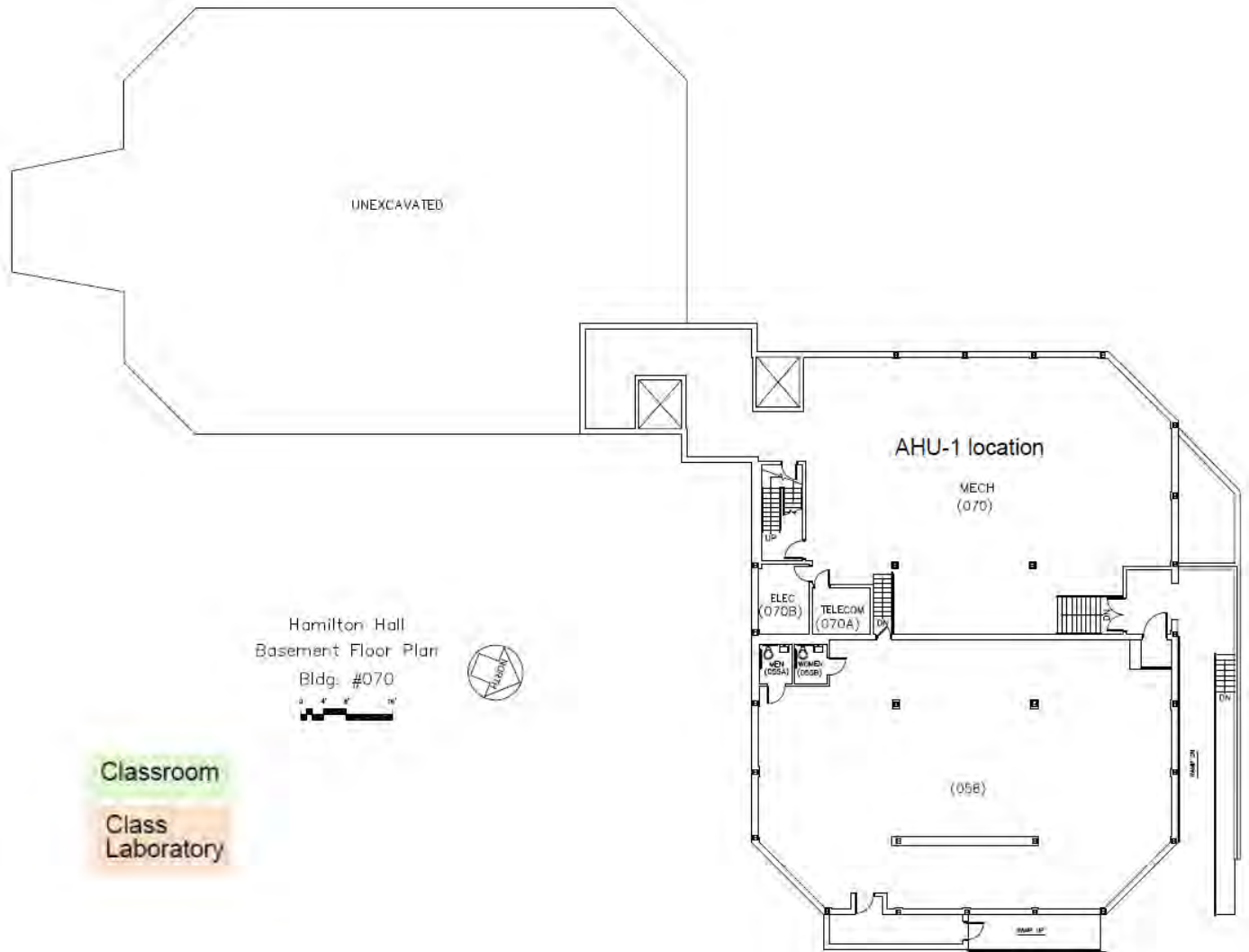
Chris Johnson, AIA

The University of North Carolina at Chapel Hill
Assistant Director, Facilities Planning & Design
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103 Airport Drive
Campus Box #1090
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Phone: (919) 843-0849
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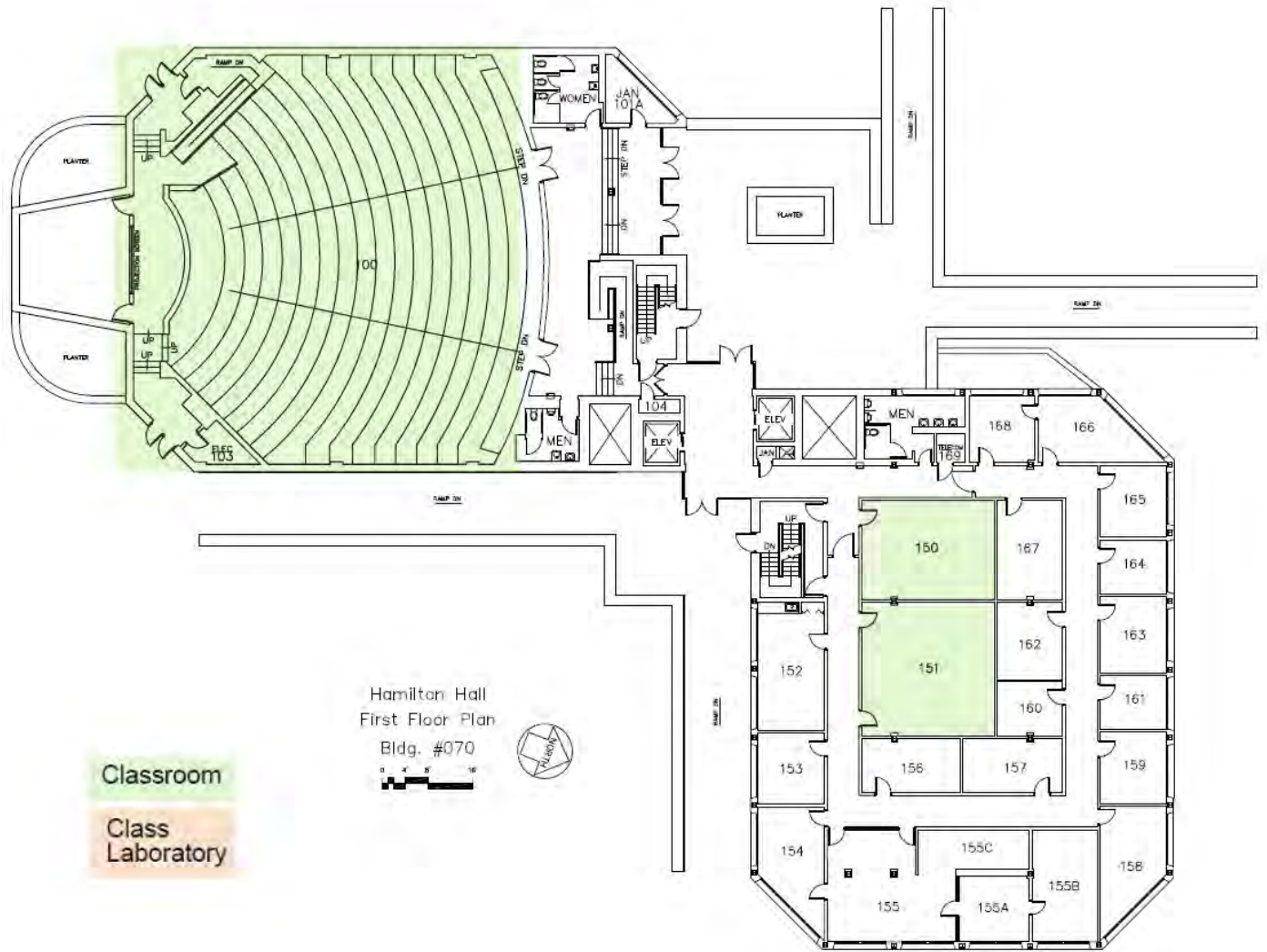
SEE ATTACHMENTS ON FOLLOWING PAGES.



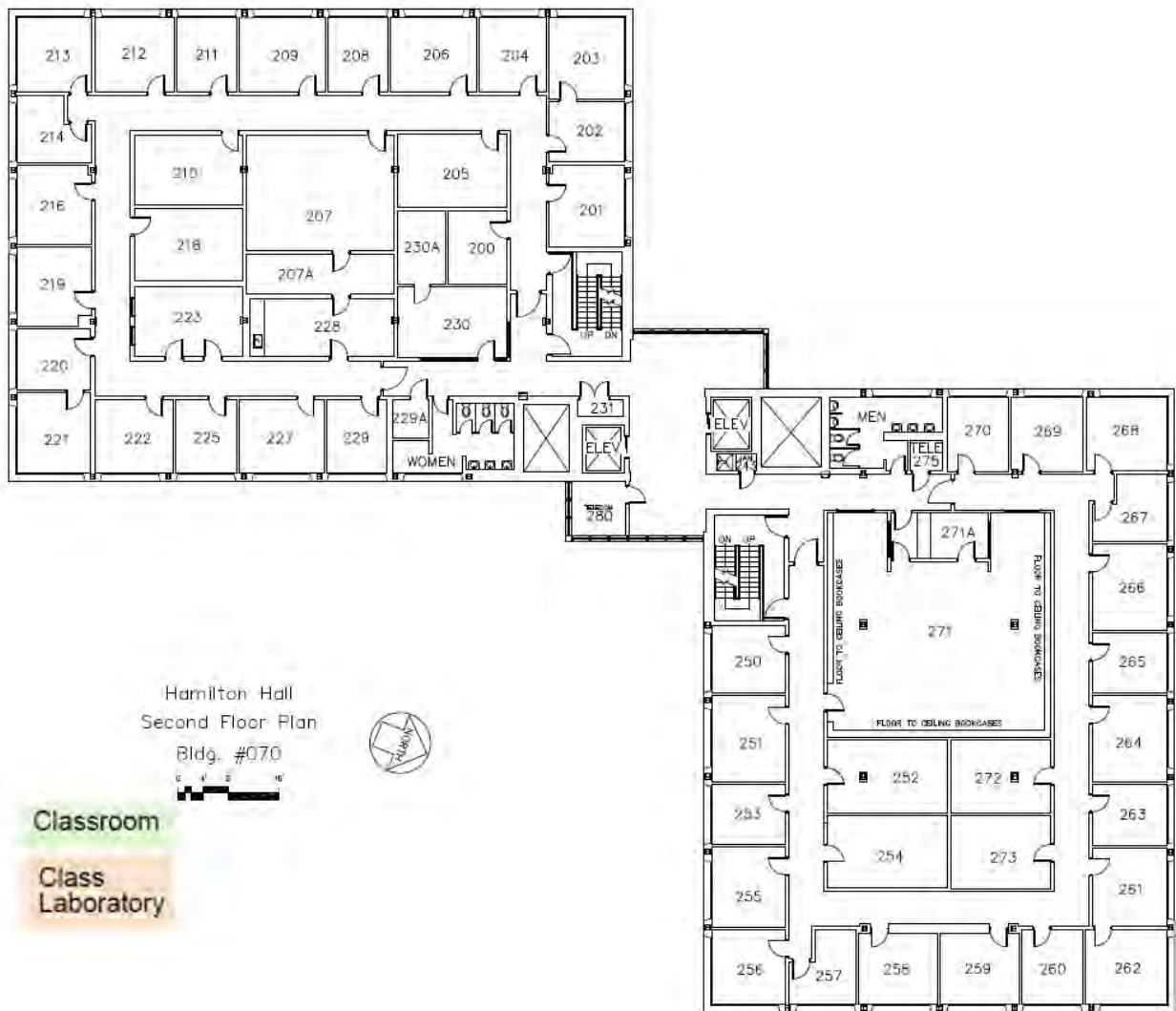




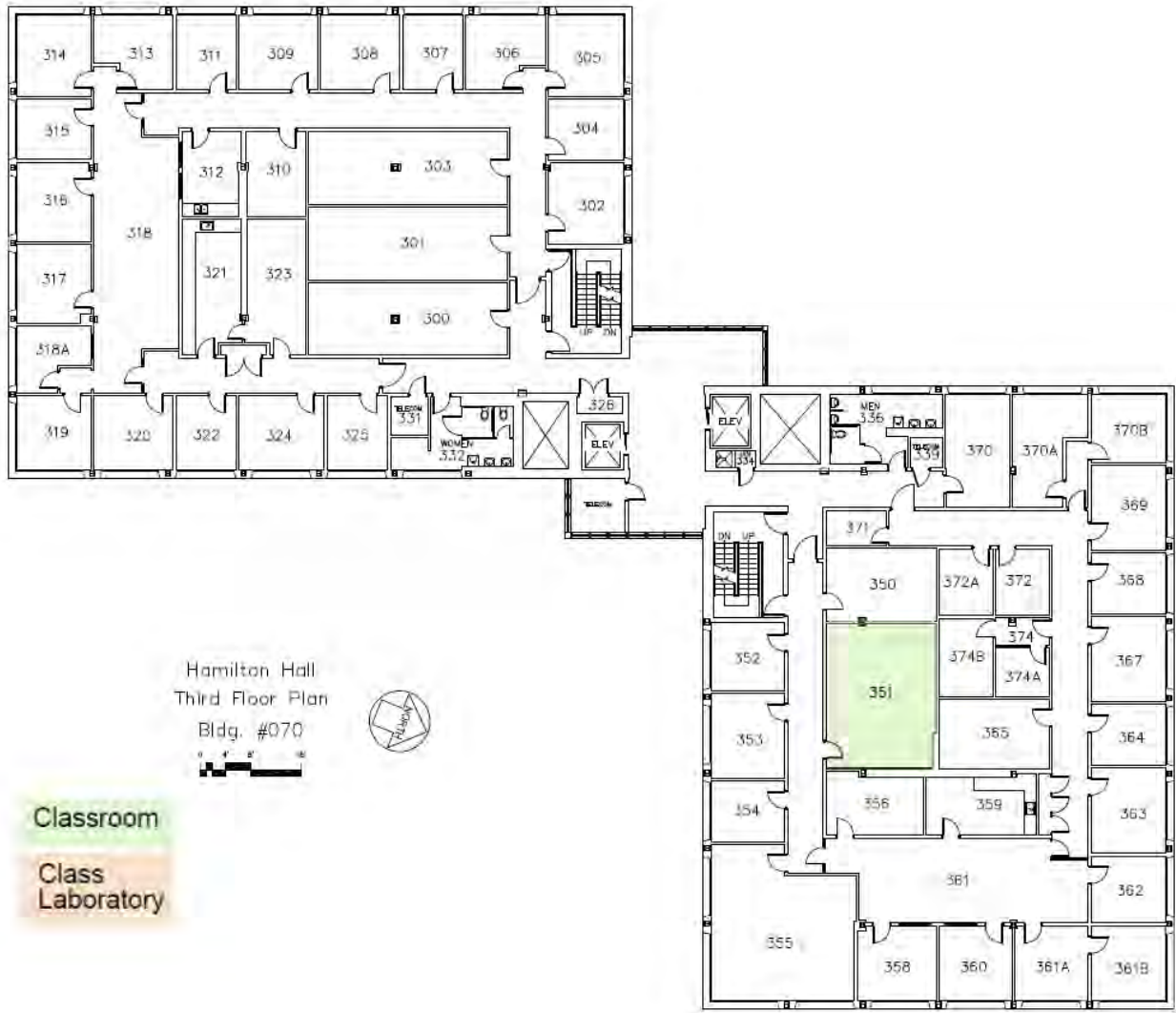
Hamilton Hall – Basement Floor Plan



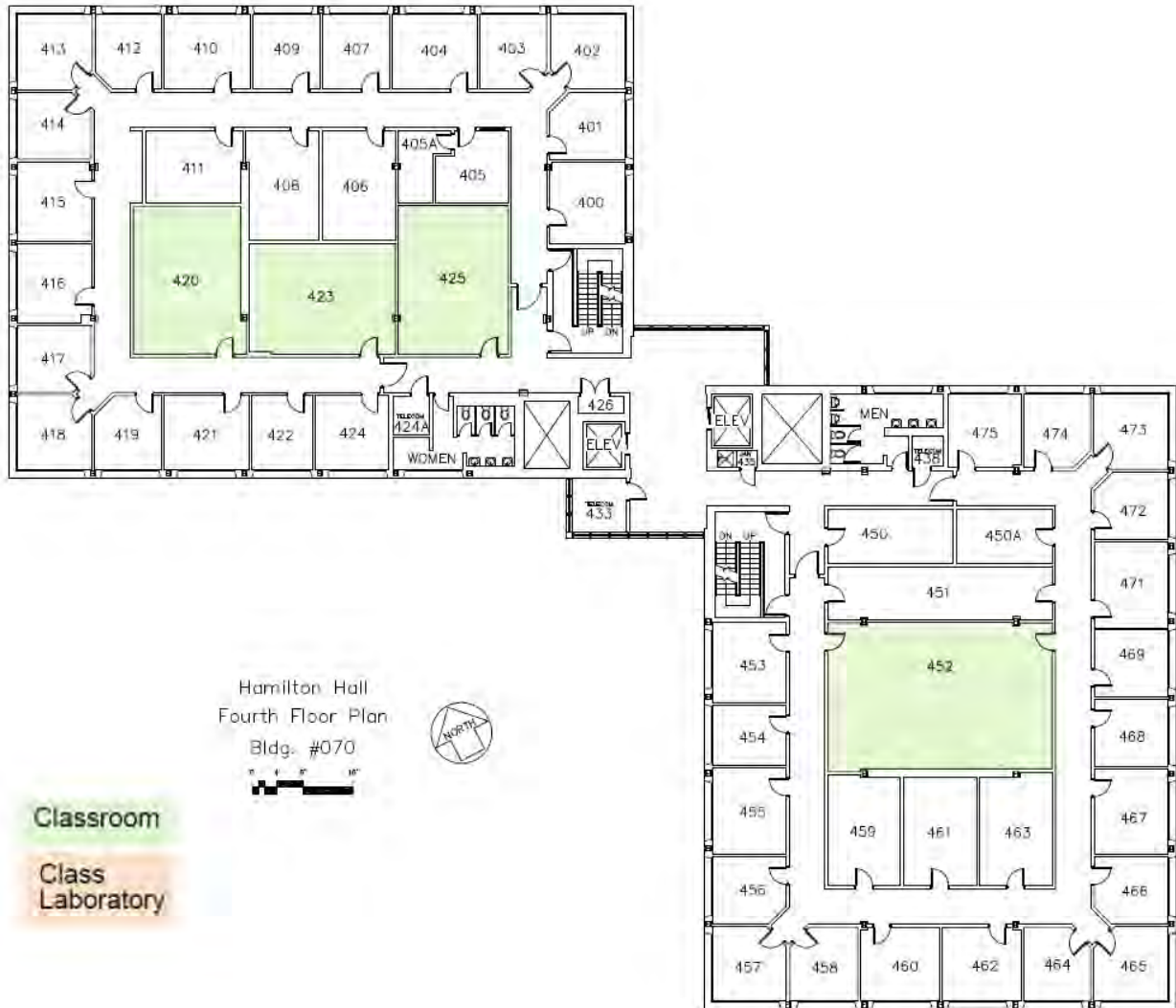
Hamilton Hall – First Floor Plan



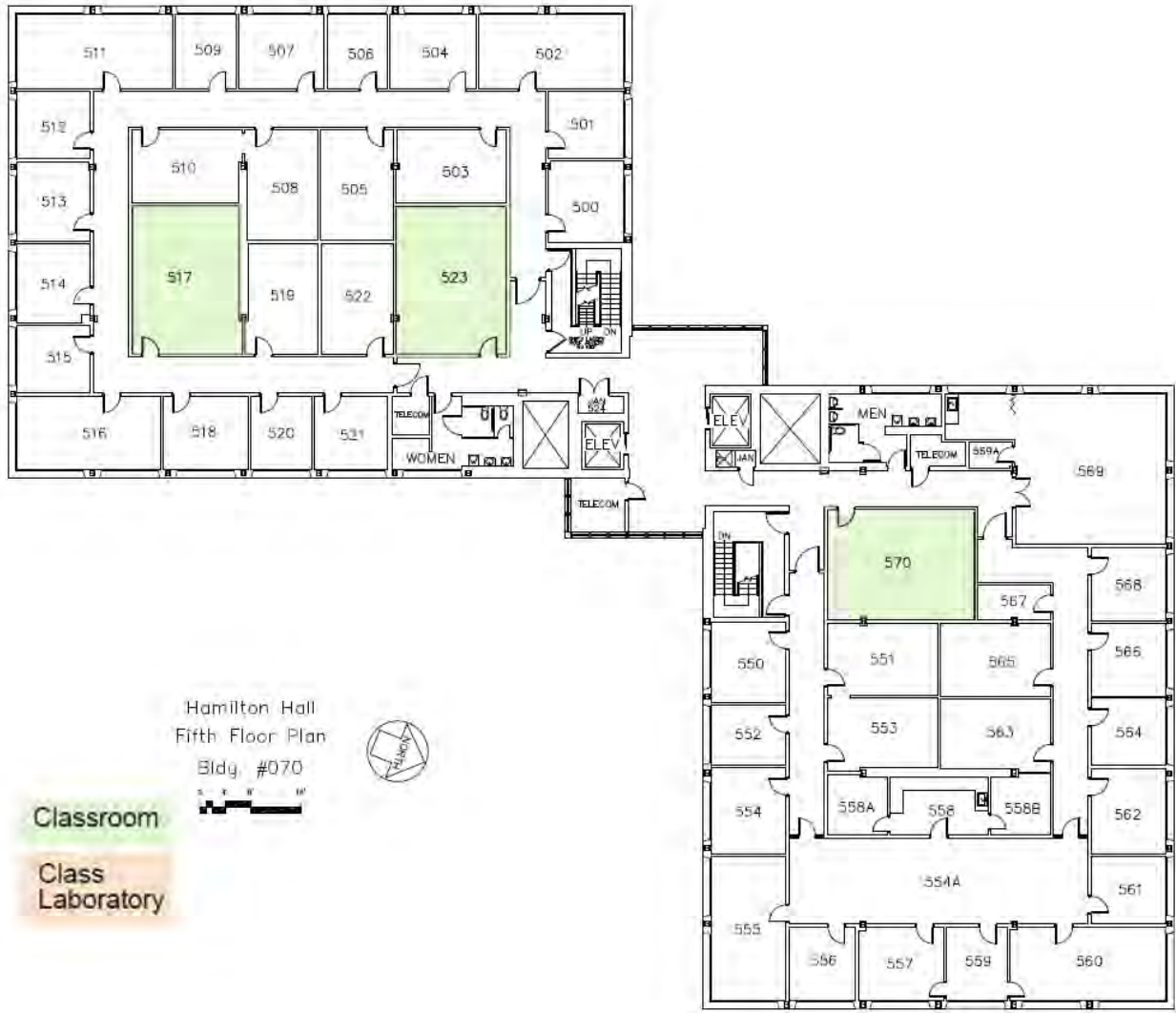
Hamilton Hall – Second Floor Plan



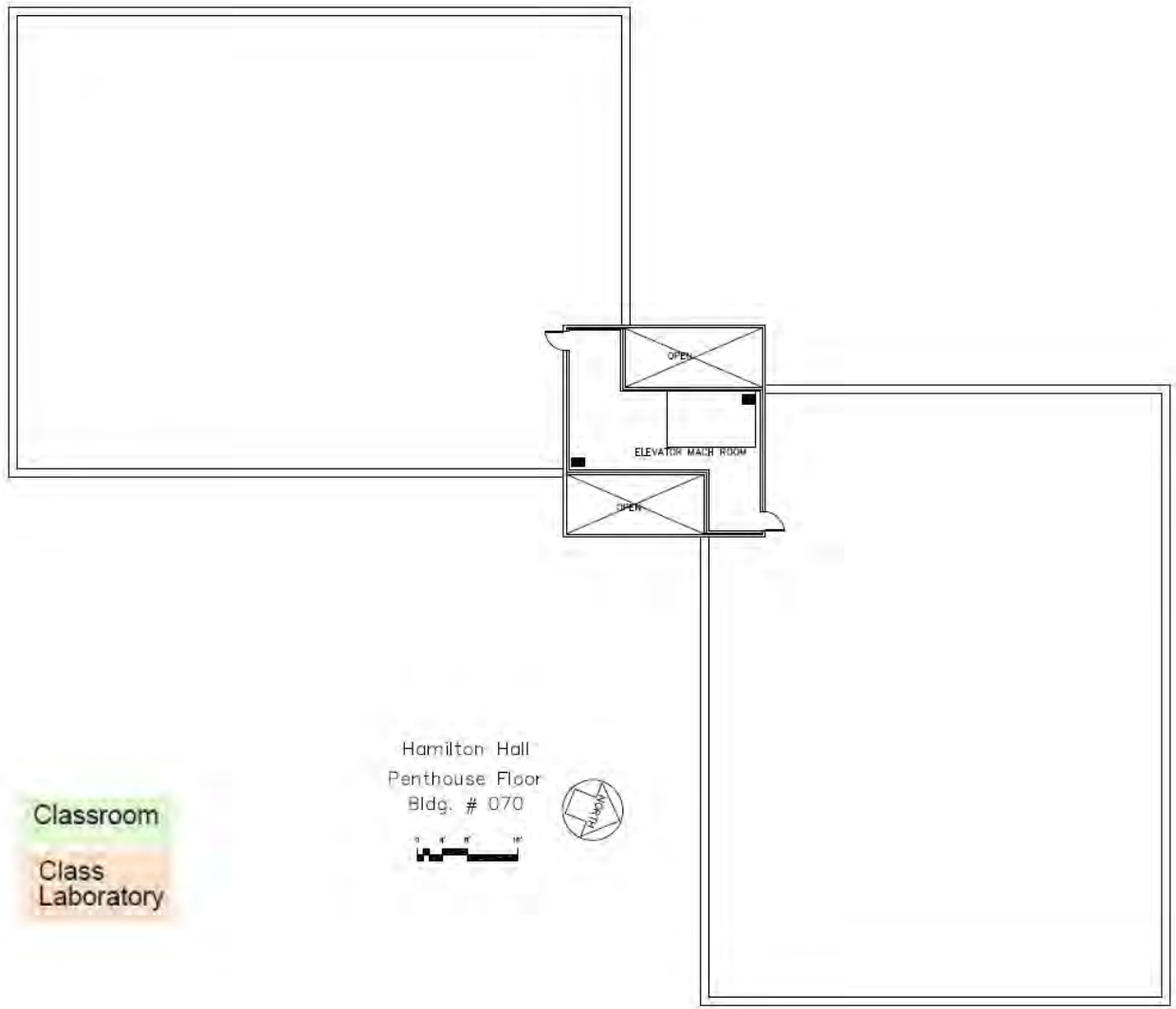
Hamilton Hall – Third Floor Plan



Hamilton Hall – Fourth Floor Plan



Hamilton Hall – Fifth Floor Plan



Hamilton Hall – Penthouse Floor Plan