Request for Qualifications for Design Services/Project Brief

Project: School of Law Building  
The University of North Carolina at Chapel Hill

Advertised: August 4, 2022

Closing Date: August 26, 2022

The University of North Carolina at Chapel Hill (UNC-CH) is soliciting submittals from firms interested in providing design services for a replacement building on our main campus for the School of Law:

I. Project Description

UNC Law School aspires to be a great public law school that:

• prepares outstanding lawyers and leaders for the bar, the bench, all public and private law settings and public service;
• makes nationally and internationally significant legal and policy contributions through an ambitious agenda of research and scholarship;
• instills lifelong ethical values, dedication to the cause of justice and a lasting commitment to pro bono and public service; and
• serves the legal profession, the people and institutions of North Carolina, the nation and the world.

The new law center will empower UNC Law to pursue its mission to the highest degree of excellence. In addition to classroom, meeting and gathering spaces that will foster UNC Law’s teaching mission, the center will include space for ten law clinics that deliver no-cost legal services to North Carolina citizens and startup businesses, as well as housing for other experiential learning programs. The center will feature modern amenities designed to attract the highest caliber students and faculty, and will be designed to evolve as the needs of UNC Law, the legal profession and the people of North Carolina change over years to come.

The existing law school building was completed in 1968, and an administrative addition was completed in the late 1990s. Although the UNC Law School was recently ranked number 5 out of the top 25 overperforming law schools for students passing the bar exam, as one of the top 10 public university law schools in the country, and as number 23 out of the more than 200 law schools ranked by US News & World Report, the school’s outdated facilities no longer meet the needs and expectations of today’s faculty and students. The first stage of the planning process will involve identifying and prioritizing the programmatic and space needs for a modern law center that will enhance the school’s global reputation for graduating students practice-ready and prepared for success.

This project has received funding for preliminary design from the North Carolina General Assembly. A construction budget and total project budget will be established during this initial design phase. Per North Carolina statutes, this designer selection process seeks to identify the most qualified team to perform design services for this project. A selection committee has been established and will make a recommendation to the UNC CH Board of Trustees. Following Board approval, the selected team will submit a fee proposal for Advance Planning services. A standard NC State Construction Office contract will be the form of agreement. It is the intent of UNC-CH to continue with full design services with the selected design team once full project funding has been approved.

The project delivery method has not been determined.

The anticipated designer selection schedule is shown below:
II. Strategic Plan, Master Plans and Design & Construction Guidelines

The UNC-CH Campus Master Plan was developed to provide a framework to support decisions regarding the physical campus in relation to the overall University Strategic Plan, Carolina Next (https://carolinanext.unc.edu/)

The Campus Master Plan and University Design Guidelines will be guiding documents for the design of this project.

III. Project Scope

The design team shall:

- Assist in soliciting feedback from and engaging University stakeholders in the planning and design process, including representatives from the UNC Law School, Energy Services, Facilities Planning + Design, Construction Management, Facilities Engineering, Environmental Health and Safety, and other University support services.
- Prepare conceptual design alternatives, including an accompanying Cost Analysis of the preferred option(s). All contract documents shall be in compliance with provisions regarding the NC Building Codes.
- Respond to comments as part of the State Construction Office review process for Capital Planning Projects.
- Prepare Cost Estimates at appropriate phases of project development, Project Schedules, Phasing Plans (as may be necessary), and one or more Concept Rendering for the project.
- Advise on design and delivery strategies to expedite schedule and minimize project development and construction costs and long-term operation and maintenance costs of facility.

IV. Design Team

The University expects prospective design teams and the individuals identified as members of those teams to have demonstrated experience in successfully delivering projects of a similar type and size. Design proposals should demonstrate the team’s ability to design facilities that are sympathetic to and supportive of the existing campus context and neighboring land uses considering the campus design guidelines.

While this project will ultimately require a large design team with expertise across a wide range of disciplines, qualifications submissions should focus on the core disciplines of architecture, landscape architecture, civil engineering and building systems engineering and the Key Personnel who will have primary responsibility for the project and day-to-day communications with the university’s project team.

V. Selection Process

There will be a virtual (Zoom) pre-proposal meeting on the date listed in the table above. Interested designers will be able to discuss the issues & opportunities with the University’s Facility Project Manager. Tours of the project site will NOT be hosted by UNC. Zoom meeting details are as follows:
All proposals are due on the date listed in the table above at or before 3:00 PM. A Selection Committee 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 per date(s) listed in the table above. The format of the interview will consist of a presentation by the design team that is followed by a 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. Additional 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 30J .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.
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; and who/how HUB designers were utilized on previous projects.
11. The team’s recent experience with the NC State Construction Office (SCO).
12. Include current SF-330 Part II of lead firm and each proposed consultant.
13. Include information regarding lead firm’s current license to practice in the State of North Carolina

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 individual listed below 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. All questions and project submittals shall be directed to:

Evan Yassky, AIA
Executive Director, Facilities Planning and Design
University Architect
evan.yassky@fac.unc.edu
SEE ATTACHMENT ON FOLLOWING PAGE.