Advertisement for Designer Services/Project Brief

Project: Brinkhous-Bullitt Electrical Service & Distribution
The University of North Carolina at Chapel Hill

Advertised: October 10th, 2022

Closing Date: October 31st, 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 objective of the project is the design for the replacement of comprehensive electrical services and power distribution within the Brinkhous-Bullitt Building on central campus. The project scope includes programming, design development, construction documents, bidding, construction administration and close-out.

The Brinkhous-Bullitt Building was completed in 1973 to house research facilities for the School of Medicine. It is a twelve-story high-rise building located at 160 Medical Drive, Chapel Hill, NC 27514 (Building Number 228) Today it is home to the departments of Cardiovascular Science and Medicine, Pathology Laboratory Medicine-Research, Pathology Laboratory Medicine-Nephropath, Pathology and Laboratory Medicine, TraCS Institute, UNC Hospitals and a Morgue (w/ special temporary power requirements).

Assess existing conditions of the electrical normal and on-site alternate power services and distribution systems. Assist Facilities Engineering with prioritizing line items listed below. Provide detailed market-near construction cost estimates for each line item during each project phase. Careful attention to project phasing and implementation will be required to limit disruptions to building occupants.

1. Identify and segregate alternate power loads into Emergency, Legally Required and Optional power distribution branches for current building code compliance.
2. Combine three UNC-EDS service transformers and service switchboards into a single 480Y/277V service with dry-type step-down transformers to supply 208Y/120V power. Any contributing EDS funding will enter the cost estimating.
3. Assess distribution panelboard and feeder conditions and design the system towards 30 year remaining useful service life.
4. Assess branch circuit panelboard, feeder and branch circuit conditions and design the system towards 30 year remaining useful service life post-project. Replace any circuits without dedicated equipment grounding conductors.
5. Replace motor control centers.

Design Services shall include Architecture, Electrical, Civil, and Abatement Design as required. The design team will be responsible for Schematic Design, Design Development, and Construction Documentation, Phasing Plans (as may be necessary); and Construction Administration services.

Current UNC Design Guidelines will be used during the course of the project.

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

The TOTAL project budget, including design, equipment & construction, is estimated at $4,843,986
The anticipated selection schedule is shown below:

<table>
<thead>
<tr>
<th>Advertisement Phase</th>
<th>Estimated Dates</th>
</tr>
</thead>
<tbody>
<tr>
<td>Advertise</td>
<td>10/10/2022</td>
</tr>
<tr>
<td>Pre-submittal Zoom Meeting at 8:30am</td>
<td>10/14/2022</td>
</tr>
<tr>
<td>Emailed Proposals Submission due by 3:00pm EST</td>
<td>10/31/2022</td>
</tr>
<tr>
<td>Selection Committee’s Short List Recommendations</td>
<td>11/11/2022</td>
</tr>
<tr>
<td>Interviews</td>
<td>11/18/2022</td>
</tr>
<tr>
<td>Board of Trustees Approval</td>
<td>January 2023</td>
</tr>
<tr>
<td>Execute Design Contract</td>
<td>February 2023</td>
</tr>
</tbody>
</table>

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/](http://www.facilities.unc.edu/) under Plan & Policies pull down menu. Electrical Safety requirements and procedures for engineering investigations of energized systems as described by Environmental Health & Safety are mandatory.

III. Project Scope

The design team shall:

- Assist in the coordination of University stakeholders, including the Department of Facilities Planning + Design, Construction Management, Facilities Engineering, Environmental Health & Safety, Energy Services, the School of Medicine, 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.
- Prepare ETAP-compatible electrical system model.

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, civil 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 as part of the pre-submittal meeting. Zoom meeting details are as follows:

Join Zoom Meeting 10/14/2022 8:30am EST
https://unc.zoom.us/j/92846854957?from=addon

Meeting ID: 928 4685 4957
One tap mobile
+16469313860,,92846854957# US
+19294362866,,92846854957# US (New York)

Dial by your location
+1 646 931 3860 US
+1 929 436 2866 US (New York)
+1 301 715 8592 US (Washington DC)
+1 312 626 6799 US (Chicago)
+1 669 900 6833 US (San Jose)
+1 253 215 8782 US (Tacoma)
+1 346 248 7799 US (Houston)

Meeting ID: 928 4685 4957
Find your local number: https://unc.zoom.us/u/abotIEpqJf

All proposals are due on the date listed in the table above at or before 3:00 PM EST. Submittals with proposals attached or links to shared files shall be submitted via email only to Michael Ambrose (michael.ambrose@fac.unc.edu). A Selection Committee, consisting of staff members from Facilities Services, Energy Services, 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 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. 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 submissions 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 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 Facility Architect/Planning Manager. All questions and project submittals shall be directed to:

**Michael Ambrose**  
The University of North Carolina at Chapel Hill  
*Project Manager, Facilities Planning & Design*

Giles F. Horney Building  
103 Airport Drive  
Campus Box #1090  
Chapel Hill, NC 27599-1090  

Phone:  (919) 962-1215  
Email:  michael.ambrose@fac.unc.edu

**SEE ATTACHMENTS ON FOLLOWING PAGES.**
RFQ for: Design Services, Brinkhous-Bullitt Electrical Service & Distribution
UNC Chapel Hill

2019 Campus Map/Master Plan – Project Location
RFQ for: Design Services, Brinkhous-Bullitt Electrical Service & Distribution
UNC Chapel Hill

2022 Online Campus Map – Project Location
Brinkhouse-Bullitt Reference Plans
Brinkhouse-Bullitt Reference Plans
RFQ for: Design Services, Brinkhous-Bullitt Electrical Service & Distribution
UNC Chapel Hill

Brinkhouse-Bullitt Reference Plans
RFQ for: Design Services, Brinkhouse-Bullitt Electrical Service & Distribution
UNC Chapel Hill

Brinkhouse-Bullitt Reference documents