



Request for Qualifications for Design Services

Project: Gene Therapy Center Renovation
The University of North Carolina at Chapel Hill

Advertised: May 21, 2024

Closing Date: June 12, 2024

The University of North Carolina at Chapel Hill (UNC-CH) is soliciting submittals from firms interested in providing design services for the referenced project.

I. Project Description

Located in the Thurston-Bowles Building, the UNC School of Medicine Gene Therapy Center occupies approximately 18,000 sf of space on the fifth and seventh floors. This project will renovate approximately 4,000 sf of laboratory and supporting spaces to facilitate the Center’s primary mission of developing novel gene delivery systems and executing translational research for a patient population affected by genetic disorders. The project will update a portion of the seventh-floor research spaces completed in the early 1990s to support electrophysiological experiments and BSL-2 production of recombinant AD and lentiviral vectors. Other interventions include modernizing fume hoods, behavioral/procedural rooms, collaboration spaces and planning for a future sound booth to support auditory experiments.

Design Services shall include: Architecture, Structural, Mechanical, Electrical, Plumbing, & Fire Protection. The design team shall prepare SD, DD, and CD level Contract Documentation to include Life-cycle Cost Analysis, Phasing & Staging Plans and Project Budget Cost Analysis.

The total project budget is estimated at \$2,000,000.

The anticipated project schedule is shown below.

Advertisement Phase	Estimated Dates
Advertise RFP	5/21/2024
Pre-submission Meeting (ZOOM Meeting)	5/29/2024
Qualifications Submission	6/12/2024
Selection Committee’s Short List Recommendations	6/14/2024
Interviews	6/20/2024
Board of Trustees Approval	7/18/2024



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 coordination of University stakeholders, such as, the Department of Facilities Planning + Design, Construction Management, Facilities Services, Environmental Health and Safety, and other University support services.
- Prepare Contract Documents for the project, in compliance with provisions of the NC Building Codes.
- Respond to comments as part of the SCO review process for Capital Planning Projects.
- Prepare Cost Estimates, Project Schedules, and Phasing & Construction Staging Plans for the project.

IV. Design Team

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

V. Selection Process

There will be a pre-proposal meeting on date listed in table above. Interested designers will be able to discuss the issues and opportunities with the University's Facility Project Manager and the facility user groups. This meeting will be conducted via Zoom at 9:30 a.m. <https://unc.zoom.us/j/94049229775>.

All proposals are due on date listed in table above at or before 3:00 PM. Submittals with proposals attached or links to shared files shall be submitted via email only to the Facilities' Project Manager. A Selection Committee will meet to select design teams that are short listed for interviews.

Designer Interviews are scheduled for date listed in the table above. Interviews will be conducted via Zoom. 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 in attendance the person(s) from their firm(s) who will be primarily responsible for the execution of this project.

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 final approval.



VI. Submittals

The University of North Carolina at Chapel Hill seeks letters of interest from firms who have recent experience with similar projects. Submissions should utilize an SF-330 (Part I) format, and 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.
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; 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. Any other criteria which the Selection Committee shall deem appropriate to this specific project scope of work.

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:

Chris Johnson, AIA
The University of North Carolina at Chapel Hill
Assistant Director of Planning and Project Management
Facilities Planning & Design
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SEE ATTACHMENTS ON FOLLOWING PAGES.



2019 Campus Map/Master Plan



Project Location