



Request for Qualifications for Design Services

Project: Kenan Labs Renovation
The University of North Carolina at Chapel Hill

Advertised: November 25, 2024

Closing Date: December 17, 2024

The University of North Carolina at Chapel Hill is soliciting qualification submittals from firms interested in providing design services for this project.

I. Project Description

The scope of work involves an Advanced Planning Study including full floor concept plans for the renovation of Kenan Laboratories as described below as well as the planning of a major systems renovation in support of activities on floors Ground through 4. Built in 1968 and located off South Road, Kenan Laboratories is a ten story, 140,410 sf teaching laboratory facility for the Chemistry and Applied Physical Sciences Departments. An earlier project, completed in 2019, renovated approximately 23,000 sf of laboratory and office space located on the 7th and 8th floors. Significant infrastructure upgrades were also completed at that time.

Lab Programming / Planning

The Design team shall prepare an Advance Planning Study to include the programming and planning of classroom, office, and laboratory suites on the following floors, each subject to re-distribution:

- A. Ground Floor - Physical Chemistry Laboratories and Offices
- B. Floor 1 - Classrooms and Offices
- C. Floor 2 - Offices
- D. Floor 3 - Inorganic Chemistry Laboratories (hood intensive)
- E. Floor 4 - Inorganic and Organic Chemistry Laboratories (hood intensive)
- F. Floor 5 - Physical, Polymer and Analytical Laboratories (some hood intensive)
- G. Floor 6 - Analytical Laboratories (NOT hood intensive)

Mechanical, Plumbing, and Electrical Renovations and Improvements

The Design team shall also prepare an Advanced Planning Study in anticipation of renovations to and replacement of existing HVAC, Plumbing, and Electrical systems serving floors Ground, 1, 2, 3, & 4. This shall include the replacement of three original AHU's and the addition of an emergency generator. The 2019 construction project replaced three of the six original AHUs with new units located on the roof, one AHU on each of the three buildings, serving floors 5 and higher.

Upon completion of Advance Planning, the selected firm shall be further engaged to prepare full design and construction documents for the systems renovation as well as renovations to select laboratory and associated support areas.

Design Services shall include: Architecture, Structural, Mechanical, Electrical, Plumbing, Telecommunications, Fire Alarm & Fire Protection. The design team shall prepare SD, DD, and CD level documentation, including Life-cycle Cost Analysis, Phasing & Construction Staging Plans. A Cost Estimation firm shall be included with the team to provide Project Budget Cost Analysis.

Currently, funds are available for the Advanced Planning Study in the amount of \$300,000. The total project budget for the infrastructure and select laboratory renovation is estimated at **\$20,000,000**.



The anticipated selection schedule is shown below.

Advertisement Phase	Estimated Dates
Advertise RFQ	11/25/2024
Pre-submission Meeting (ZOOM Meeting)	12/4/2024
Qualifications Submission (3:00pm)	12/17/2024
Selection Committee’s Short List Recommendations	12/19/2024
Interviews	1/7 - 1/8/2025
Board of Trustees Approval	1/23/2025

The Campus Master Plan 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.

II. Project Scope

The design team shall:

- Assist in the coordination of University stakeholders, including: the College of Arts & Sciences, the Department of Facilities Planning + Design, Facilities Engineering, Construction Management, Environment Health & 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 UNC and SCO review processes for Capital Planning Projects.
- Prepare Cost Estimates, Project Schedules, and Phasing & Construction Staging Plans for the project.

III. Design Team

The University expects prospective design teams and the individuals identified as members of those teams to have demonstrated experience in Higher Education Chemistry & Analytical Lab projects as well as complex mechanical renovations. Design proposals should include a comprehensive listing of all consultants, including architectural, engineering, and others needed to address the specific needs of this project. The design team must also demonstrate the ability to design facilities that are sympathetic to the existing campus context considering the campus design guidelines.

IV. Selection Process

There will be a pre-proposal meeting on date listed in the 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 3:00pm <https://unc.zoom.us/j/95866171663>. Formal tours of the facility will not be hosted by UNC prior to the submittal deadline.

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 the Facilities’ Project Manager. A Selection Committee, consisting of staff members from Facilities Planning + Design, Engineering and The College of Arts & Sciences, and/or other members of the campus community will occur on **date listed in the table above** to discuss the Design Teams’ proposals. The Selection Committee will then select and contact the design teams that are short listed for interviews.



In-person Designer Interviews are 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 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 to the University's Board of Trustees on the **date listed in the table above** for final approval.

V. 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:

Andrew Rook

The University of North Carolina at Chapel Hill
Campus Planner | Capital Project Manager
Facilities Planning & Design
919.962.7019
arook@unc.edu

SEE ATTACHMENTS ON FOLLOWING PAGES.



2019 Campus Map/Master Plan

