

<b>Department/Agency</b>	<b>Rowan-Cabarrus Community College</b>
<b>Project Title</b>	<b>North Campus Parking Lot A &amp; B Reconfiguration</b>
<b>Design Services</b>	<b>Construction Manager at Risk Services</b>
<b>Scope</b>	<p>This request for proposals is for Construction Manager at Risk Services for the Rowan-Cabarrus Community College's (RCCC) North Campus Parking Lot A &amp; B Reconfiguration.</p> <p>The project consists of demolition and construction of reconfigured parking areas A &amp; B, related infrastructure, and realignment of Navigation Way in the vicinity of these parking areas. The Project will include all associated utilities, drainage, retention, hardscape, landscape, site furnishings, security systems, lighting, EV charging, digital signage, directional signage, and a solar canopy.</p> <p>Specific goals for the project are addressed in the Parking Lot A &amp; B Reconfiguration, Owners Project Requirements dated August 26, 2024. The scope of work for this selection will include pre-construction services, construction management at risk, and project close-out.</p> <p>The Construction Manager at Risk shall seek all required approvals, handle bidding of subcontracts, and administer the construction under a Construction Manager at Risk delivery model. The project will be designed and administered under State Construction Office requirements.</p> <p>The project will require phasing during construction to allow Navigation Way, the parking lots "A" and "B" to be demolished and constructed separately to provide campus traffic and parking during the project.</p>
<b>Contact</b>	<b>Ronda Holland</b>
<b>Telephone</b>	<b>704-216-3455</b>
<b>Email</b>	<a href="mailto:CollegeEnvironment@rccc.edu">CollegeEnvironment@rccc.edu</a>
<b>Total Project Budget</b>	<b>\$5,000,000</b>
<b>Source of Funds</b>	<b>OSBM</b>
<b>Approved OC-25 #</b>	<b>NCCCS # 2851</b>
<b>Publish Date</b>	<b>October 18, 2024</b>
<b>Closing Date</b>	<b>November 12, 2024 @ 2:00 PM</b>
<b>Submittal Packages should be transmitted to:</b>	<p>Electronic submissions only (Read Receipt Requested) to:</p> <p>Email: <a href="mailto:CollegeEnvironment@rccc.edu">CollegeEnvironment@rccc.edu</a></p>
<b>NC Licensing Statement</b>	<p>In order to offer construction management at risk services in response to this solicitation, the proposing firm must be properly licensed by the North Carolina Licensing Board to perform construction in the State of North Carolina.</p> <p><b>HUB firms are encouraged to submit proposals for this project.</b></p>

**SELECTING CRITERIA**

In selecting the CMR, the College's Selection Committee will take into consideration qualifying factors addressed below with their relative weighting:

1. Specialized or appropriate expertise in the specific type of project. 30%
2. Demonstrated understanding of the requirements under which Rowan-Cabarrus Community College must execute its capital projects, including the RCCC Facilities Design Manual, the State Construction Manual and associated forms, NCCCS Capital Improvement Guide, and the State Construction Office (SCO) project administration, including the Interscope System, contractor pre-qualification, contracting, plan review, dispute resolution, and HUB tracking and reporting. 20%
3. Experience and past performance on similar projects. 20%
4. Qualifications and experience of proposed staff and consultant team. 10%
5. Quality of the CMR's Safety Plan. 10%
6. Quality of the proposal, including the inclusion of all the Submittal Requirements addressed below. 10%
7. After Selection Committee Members' votes have been tallied and averaged, one-half (1/2) additional point will be awarded to Historically Underutilized Business (HUB) certified proposers. Teams with at least one HUB certified sub-consultant (necessary to support the effort of this contract), will be awarded one half (1/2) additional point. A maximum of one (1) additional point may be granted under this criterion.

Firms must be registered and active with the North Carolina Electronic Vendor Portal prior to submitting a proposal. <https://evp.nc.gov/> Failure to register may result in disqualification.

**SUBMITTAL REQUIREMENTS**

Submit one (1) electronic copy of the submittal package in Adobe.pdf format. Electronic submissions only (Read Receipt Requested). Each package shall include, in the following order:

1. A Letter of Interest – no more than two pages. Letter of interest should include licensure, license holder, NC E-Procure number, and SCO Vendor Number.
2. The SCO Qualifications Questionnaire for Construction Manager at Risk and all associated documentation.
3. An example of a Project Safety Plan for a similar project.
4. A proposed Gantt Chart Schedule for the Project from Conceptual Design through Completion.
5. A minimum of three (3) (but no more than six (6)) single page (front and back) examples of similar projects, including photos and/or renderings, a description of pertinent elements, estimated and constructed cost (for completed projects), and design and construction durations (in months). Identify any significant deviations between planned and actual budgets and schedules and other project challenges.
6. Three (3) letters of recommendation from prior Higher Education clients, on their letterhead, for similar projects.
7. Resumes of key staff (Project Executive, Project Managers, Project Engineers, Project Superintendents, Estimators, Sustainability Manager) proposed to support the construction effort, including an indication of other projects on which that individual will be concurrently assigned, and those anticipated project completion dates.
8. A copy of the CMR's subcontractor plan for soliciting and engaging Historically Underutilized Businesses (HUB) for any entity proposed to support the effort of this contract.
9. Signed copy of all addendums issued to this advertisement.

Electronic submissions only.

**Rowan-Cabarrus Community College  
North Campus**

**Parking Lot A & B  
Reconfiguration**

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**Owner's Project Requirements**  
August 26, 2024

Rowan-Cabarrus Community College  
North Campus  
**Parking Lot A & B Reconfiguration**  
Owner's Project Requirements  
August 26, 2024

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**Supporting Documents**

- Facility Design Manual, Version 1.1, February 2024
- Rowan-Cabarrus Community College North Campus Facility Master Plan, 2022
- City of Salisbury Uniform Construction Standards Manual

**Rowan-Cabarrus Community College**  
College Environment Division  
Department of Planning and Capital Projects  
**2024**

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Rowan-Cabarrus Community College  
North Campus  
**Parking Lot A & B Reconfiguration**  
Owner's Project Requirements  
August 26, 2024

**Introduction**

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This Draft RCCC Owner's Project Requirements document is to capture, in writing, the initial concept for the \$5,000,000 Parking Lot A & B Reconfiguration Project for Rowan-Cabarrus Community College's North Campus in Salisbury, NC. These Owner's Project Requirements shall inform prospective Designers, Construction Managers at Risk, Commissioning Agents, etc. on the goals and requirements the Owner has created for the project. They should use this document to evaluate their interest in the project, select their proposed teams, and guide the writing of their proposals in response to the Request for Proposals (RFP) to show their alignment with the Owner's stated goals. The first task after selection and contracting with the Project Team will be finalizing of these Owner's Project Requirements into the overarching document which will guide the project through completion.

The Project is envisioned as:

The demolition and construction of reconfigured parking areas A & B, related infrastructure, and realignment of Navigation Way in the vicinity of these parking areas. The Project will include all associated utilities, drainage, retention, hardscape, landscape, site furnishings, security systems, lighting, EV charging, digital signage, directional signage, and a solar canopy.

Specific goals for the project and individual buildings are addressed in this draft document. The scope of work will include: schematic design, design development, construction documents, construction administration, project close-out, warranty period management (1 year), and performance verification.

The project will include site development, yielding fully functional facilities. The Designer shall seek all required approvals, handle bidding, and administer the construction under a CM at Risk delivery model. The project will be designed and administered as a formal project under State Construction Office requirements.

The project will require phasing during construction to allow Navigation Way, the parking lots "A" and "B" to be demolished and constructed separately to provide campus traffic and parking during the project.

Rowan-Cabarrus Community College  
North Campus  
**Parking Lot A & B Reconfiguration**  
Owner's Project Requirements  
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**1. General Project Requirements**

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**1.1. Owner Directives and Goals**

1.1.1. Directives

- 1.1.1.1. The construction of the project will be accomplished by the Construction Manager at Risk delivery method.
- 1.1.1.2. All aspects of the project design shall comply with the College's February 2024 Facilities Design Manual.
- 1.1.1.3. The project will be conceptualized and designed in a highly integrated approach, with the Owner, Tenant, Designer, and Construction Manager, as equal partners in the effort.
- 1.1.1.4. As a formal project and over \$2,000,000 the project will be administered under State Construction Office (SCO) requirements. Standard SCO Design and Construction Manager at Risk Contracts will be utilized. Scope requirements of the Owner, beyond those of SCO, carried as Additional Services.

1.1.2. Goals - Improve the parking experience in Parking Lots A & B through:

1.1.2.1. Improving accessibility throughout the parking lots by:

- 1.1.2.1.1. Providing an appropriate mix of different accessible parking spaces and locations.
- 1.1.2.1.2. Providing accessible pedestrian pathways into the parking areas.
- 1.1.2.1.3. Providing drop-off areas close to the courtyard and building entrances.

1.1.2.2. Limiting the environmental impact by:

- 1.1.2.2.1. Reducing the heat island effect by providing vegetative shading in appropriately sized (for mature trees) islands and peninsulas;
- 1.1.2.2.2. Incorporating appropriate stormwater best management practices;
- 1.1.2.2.3. Sizing stormwater systems to accommodate the increasing stormwater runoff volumes anticipated from deluge storms brought on by a changing climate;
- 1.1.2.2.4. Improving the water quality and health of the adjacent un-named stream by appropriately retaining, detaining, and treating stormwater run-off;
- 1.1.2.2.5. Providing a dual-port Electric Vehicle charging station and logical, future infrastructure expansion capability.

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North Campus

## Parking Lot A & B Reconfiguration

### Owner's Project Requirements

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- 1.1.2.2.6. Provide 14 parking spaces under solar canopies located in each parking lot to demonstrate the college's commitment to sustainability.
- 1.1.2.3. Incorporating crime prevention principles into the design through:
  - 1.1.2.3.1. Improving parking lot and roadway lighting quality;
  - 1.1.2.3.2. Providing video surveillance of parking areas and campus entrances;
  - 1.1.2.3.3. Installing emergency phone/speaker/camera towers strategically in the parking areas;
  - 1.1.2.3.4. Thoughtful landscape design without visibility hindrances.
- 1.1.2.4. Increasing traffic safety by:
  - 1.1.2.4.1. Realign Navigation Way from the intersection with Rowan Tech Road down to the vicinity of Building N107;
  - 1.1.2.4.2. Incorporating traffic calming strategies to reduce traffic speeds;
  - 1.1.2.4.3. Minimize vehicle crossing movements and pedestrian interactions;
  - 1.1.2.4.4. Providing sidewalks from the property line connecting into the campus network of sidewalks.
- 1.1.2.5. Complete the Northern Building Cluster fire main loop and provide extensions into the parking areas for fire hydrants.
- 1.1.2.6. Provide appropriate wayfinding signage including a digital message board along Navigation Way to communicate special events and updates to the directional campus signage.
- 1.1.2.7. Incorporate a minimum of two areas for display of public art sculpture with infrastructure.
- 1.1.2.8. Relocate the SECU ATM from the Upper Courtyard to a location in a parking lot to facilitate drive-up banking.
- 1.1.2.9. Developing a retention pond that will become a campus amenity with walks, seating areas, recreation, shade and riparian plantings, natural stone features, etc.

### 1.2. Approvals

- 1.2.1. The project is located within the City Limits of the City of Salisbury, NC, and will require the city's development approval. Design elements of the project may necessitate an amendment to the Conditional Overlay District Zoning which covers the North Campus.
- 1.2.2. Rowan County is the Authority Having Jurisdiction (AHJ) and will issue Building Permits and perform building inspections.
- 1.2.3. Other Permits as required by AHJ.
- 1.2.4. SCO will perform plan review in addition to that performed by the local AHJ.

# Parking Lot A & B Reconfiguration

## Owner's Project Requirements

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1.2.5. NC Department of Environmental Quality (NCDEQ) as required for water retention areas.

1.2.6. Roadways will be designed according to the City of Salisbury's Uniform Construction Standards Manual.

**1.3. Drawing Requirements:** RCCC will require AutoCAD/vector-based editable copies of drawing files as well as PDF copies of all stages of project development from schematic design through project closeout.

### 1.4. Basis of Design

1.4.1. The Video Surveillance system will be IP Configure, and all cameras and associated hardware will be approved by IP Configure for integration into that system.

1.4.2. Mass Notification connection to the emergency phone/speaker/camera towers will be an expansion of the North Campus Notifier voice-annunciated fire alarm system, with installation by an authorized Notifier integrator.

1.4.3. Exterior Wayfinding Signage will use the College Standard APCO Signs as the basis of design and as the Owner's Preferred Alternate in Bid Documents.

1.4.4. Site furnishings (benches, trash cans, bollards, etc.) will use the College Standard of North Carolina-based LeisureCraft Holding, LLC. "High Point Series" as the basis of design and as the Owner's Preferred Alternate in Bid Documents.

1.4.5. Emergency Phone/Camera Poles will use Talk-A-Phone Interior Emergency Phone and Exterior Emergency Phone/Camera Poles as the basis of design and as the Owner's Preferred Alternate in Bid Documents.

## 2. Site Requirements

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### 2.1. Site Requirements (General)

2.1.1. Landscaping: Include a diverse, native-focused, landscaping package around the site, including parking lot islands. The landscaping package should blend with existing campus landscaping.

2.1.2. Site furnishings: Benches, tables, chairs, trash cans, bollards, etc. shall be located strategically on the Site Plan, and shall be furnished and installed by the Contractor. All to be secured to a slab/foundation.

2.1.3. Sidewalks: Shall connect parking lots to adjacent buildings and to the network of campus sidewalks.

### 2.2. Roadway, Drives, and Parking Lots

#### 2.2.1. Roadways

2.2.1.1. Roadway extensions shall be connected to the existing roads to provide a logical, efficient, and safe traffic flow through and around the campus while minimizing pedestrian crossings.

2.2.1.2. Carefully consider the use of heavy-duty pavement to support the traffic through the campus.

2.2.1.3. Roadways will be designed according to the City of Salisbury's Uniform Construction Standards Manual.

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- 2.2.1.4. Shall have appropriately sized culverts at any waterway to avoid back-up of run-off.
- 2.2.2. Driveways: Driveways shall be connected to the existing roads to provide a logical, efficient, and safe traffic flow through and around the campus while minimizing pedestrian crossings. Drives serving buses, deliveries, and waste removal will be constructed from heavy-duty pavement designed for the appropriate number of daily trips.
- 2.2.3. Parking Lots:
  - 2.2.3.1. Shall Provide an appropriate mix of different accessible parking spaces and locations.
  - 2.2.3.2. Shall provide 6 motorcycle parking spaces on concrete surface.
- 2.2.4. Lighting
  - 2.2.4.1. Street Lighting will comply with the City of Salisbury Requirements.
  - 2.2.4.2. Parking Lot Lighting will be designed to achieve levels as listed in the Facility Design Manual.
  - 2.2.4.3. Walkway Lot Lighting will be designed to achieve levels as listed in the Facility Design Manual. Lighting Will be furnished and installed by the contractor and owned and operated by the Owner.
- 2.3. **Utility Extensions:** Utility extensions shall be located to minimize the impact on future roadways and structures, while providing necessary access points and pull boxes for shutoffs, maintenance, and new installations.
  - 2.3.1. Electrical Power: Should coordinate with the College's power plan and Duke Energy's power plan.
  - 2.3.2. Fiber Optic Data: Should coordinate with MCNC's upcoming fiber optic installation.
  - 2.3.3. Potable Water: Extend the 8" fire main line from N103 to back to the N107/N110 with branches out to the parking lot areas for fire hydrant connections.
  - 2.3.4. Irrigation Water: The use of irrigation should minimize through the thoughtful selection of planting and turf, swales, etc.
  - 2.3.5. Storm Water:
    - 2.3.5.1. Necessary stormwater detention/retention ponds will be carefully designed to become campus amenities that protect and enhance the groundwater, natural wetlands, and streams on campus.
    - 2.3.5.2. Sizing stormwater systems to accommodate the increasing stormwater runoff volumes anticipated from deluge storms brought on by a changing climate;
    - 2.3.5.3. Improving the water quality and health of the adjacent un-named stream by appropriately retaining, detaining, and treating stormwater run-off;
    - 2.3.5.4. Sewer: Existing sewer and water lines connecting N101 back to Jake Alexander Blvd. Existing lines will require locating and incorporated into the design to minimize service disruptions.

## **Parking Lot A & B Reconfiguration**

### **Owner's Project Requirements**

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- 2.3.6. Security Systems:
  - 2.3.6.1. Provide video surveillance of parking areas and campus entrances;
  - 2.3.6.2. Install emergency phone/speaker/camera towers strategically in the parking areas.



