STATE OF NORTH CAROLINA

University of North Carolina School of the Arts

REQUEST FOR QUALIFICATIONS # 62-00349

New Residence Hall
Architectural / Engineering Services

Date of Issue: May 31, 2019

Response Deadline: June 28, 2019 5:00pm

Direct all inquiries concerning this RFQ to:

W. Steve Martin, AIA
Associate Vice Chancellor - Facilities
Email: martinw@uncsa.edu
Phone:336-770-3322
INTRODUCTION
With considerations toward a possible New Residence Hall project ("New Residence Hall", or "Project"). The University of North Carolina School of the Arts ("UNCSA", "School of the Arts", or the "University") is requesting qualifications from architectural and engineering teams who are qualified to design on-campus housing at the University’s main campus in Winston-Salem, North Carolina.

UNC School of the Arts History
Founded in 1963 as America’s first public arts conservatory, the University of North Carolina School of the Arts is a top-ranked creative and performing arts conservatory with its main campus located in Winston-Salem, North Carolina. The University’s campus spans over 60 acres with eight residence halls, numerous performing arts venues, and the downtown Winston-Salem Steven’s Center. The General Assembly of North Carolina removed the cap for out-of-state student enrollment as UNCSA is a world-renowned institution which attracts the best students from across the United States and the World.

Mission
UNCSA provides gifted, emerging artists with the experience, knowledge, and skills needed to excel in their disciplines and in their lives, and it serves and enriches the cultural and economic prosperity of the people of North Carolina and the nation. UNCSA is the state’s unique professional school for the performing, visual, and moving image arts, training students at the high school, undergraduate, and master’s levels for professional careers in the arts.

Vision
Realizing its vision of being a leading cultural institution in the South, in ten years UNCSA will:

- Leverage its conservatory approach to teaching and learning, to be a leader in how artists build and hone their craft
- Re-imagine the relationships among artists, faculty, partners, audiences, spaces, and technology to generate transformative experiences
- Be stewards of a world-class, contemporary, and dynamic campus whose buildings engage, provoke, and inspire, and whose culture evokes pride and loyalty
- Increase, diversify, and expand its financial resources to ensure the excellence and integrity of teaching, learning, and performance
- Be at the leading edge of performance production through its innovation and interdisciplinary curriculum
- Be an international role model operating at the intersection of sustainable communities, economic vibrancy, and creative development
- Host an extensive and enviable alumni network with curated programs that engage artists at all levels over their lifetime

Core Values

- **Community** - We embrace diversity and inclusivity to promote mutual trust, respect, and a sense of belonging. We are invested in the success of others and treat our colleagues with openness and kindness.
- **Collaboration** - We foster a caring and collegial team mindset across departments and disciplines. We work to impact the lives of our students and enrich our society. We commit to showing up for our colleagues and learning from others.
- **Imagination** - We dream big even when we must start small. We seek novel ideas and fresh perspectives to overcome organizational challenges. We’re not afraid to buck convention.
- **Integrity** - We hold ourselves to the highest personal and professional standards. We model ethical conduct, operate with transparency and strive for excellence in all we do.
- **Grit** - We persist and persevere to achieve our long-term goals. We look for ways to improve process and productivity. We prioritize actions that fulfill our mission and move us forward.

**Housing and Residence Life**

The residence halls and apartments at the University provide an invaluable living and learning experience for students. UNSCA believes that community living provides the individual with vital interdisciplinary contact. The residence halls provide tremendous value to students as they pursue their academic and artistic careers.

One of School of the Arts' highest priorities is to provide modern student housing facilities to enhance the undergraduate and graduate student experience. Improved student housing will have a positive impact on campus life as it will help UNCSA attract and retain high-quality students and support the University’s goal of developing community and student life.

The current undergraduate and graduate housing options, comprising 558 beds, include:

- Residence Halls A-F (48 beds/hall): 288 traditional-style beds
- Bailey Street Apartments: 92 apartment-style beds in 4BR/1BA configurations
- Center Stage Apartments: 178 apartment-style beds in 2BR/2A configurations

**Housing Master Plan Summary**

The University engaged Rieth Jones Advisors (“RJA”) in October 2018 to create a Housing Master Plan (“HMP” or the “Plan”) to determine total demand for on-campus beds, specifically the total number of beds and program mix to best meet student needs. RJA conducted interviews with senior administrators in all departments impacting on-campus housing in addition to a series of student focus groups. Demographic, peer, and off-campus market analyses were performed to inform the development of a student survey which had a nearly 22% student response rate.

Goals and objectives identified as part of the HMP include:

- Develop a plan that is consensus-driven among the various departments at the University;
- Create a plan that meets the needs of today’s students and future populations;
- The Plan should address all on-campus housing facilities, rather than a single project or building, best position UNCSA’s housing and residence life program for long-term success;
- Receive and incorporate student feedback and data; and
- The Plan must be financially self-sufficient.
The demand analysis indicated a potential demand for 622 on-campus beds in a mix of semi-suite (444 beds) and apartment-style (178 bed) configurations. The University currently only offers traditional and apartment-style housing, leaving a notable gap between existing supply/future demand. To best meet student needs, align with UNCSA’s strategic goals, and address facility needs, the HMP recommended the demolition of Residence Halls A-F and Bailey Street Apartments in conjunction with the development of a new 444-bed residential facility to be located on the Bailey Street site.

The Project / New Residence Hall
The Project will include demolition of seven residential facilities (Residence Halls A, B, C, D, E, and F; Bailey Street Apartments), and the construction of a new, 444-bed semi-suite building. The new building will be constructed on the Bailey Street Apartment site following the building’s demolition. The semi-suite building will house first- and second-year students subject to the School’s two-year residency requirement. For the sake of clarity, the HMP is the driving document behind the Project; the RAMSA study is provided for additional context.

Existing Campus Map (from RAMSA Residence Hall Study)

In addition to unit configurations and overall demand, the HMP provided guidance on bedroom occupancy for the new Project. To align with student demand and the UNCSA residential philosophy, the project should consist of approximately 33% single-occupancy bedrooms and 67% double-occupancy bedrooms. Additionally, the University will have six (6) staff apartments (four 2BR/1.5BA, two 1BR/1BA units) in the building. Outside of residential living units, UNCSA desires to have common spaces that promote their academic, artistic, and personal success. The University has not finalized the program of common spaces, but has considered the following options:

- 30-person meeting/training room;
- Bike room;
- Building lobby;
- Building storage;
- Office space for the Department of Residence Life (ten staff members);
- Practice and work rooms;
- Small business center with printing capabilities;
- Small satellite fitness center;
- Study rooms; and
- Vending machines.

The University is considering the addition of a small conference/event venue to be located on the top floor of the building. The location and height of the building should provide strong view corridors to downtown Winston-Salem and may allow for the University to generate additional revenue from the space. UNCSA anticipates working with its design and construction partners to determine the potential costs related to this space to make a final determination.

Scope of Services
The University is requiring comprehensive architecture (building, landscape, etc.), engineering (civil, mechanical, etc.), and planning (land-use) services for the Project. A final scope of services will be determined between the University and its selected architecture/engineering team.

Proposal Format
Proposals must consist of the following information in the order indicated below:

- Cover letter with the following elements:
  - Statement of interest in the Project
  - Identification of the point of contact for this RFP process with telephone number and email address
  - Name, address, telephone, email, and website for the prime firm
  - Signature of a duly authorized principal;

- SF-330: Firm profile (to include but not limited to:)
  - Organizational chart representing the relationships between all members of the team, including roles and responsibilities;
  - Resumes of key personnel for the project, their proposed roles, and current/projected workload;
  - Descriptions of five projects that best illustrate the team’s experience, philosophy and capabilities with on-campus student housing. For each project, please provide all of the following information in a consistent format:
    - Project name, client name, location, enrollment
    - Gross square feet of new construction
    - Brief description of facility program
    - Representative unit plans
    - Personnel involved in project
    - Targeted project duration and actual project duration (in number of months)
    - Initial Construction Bid, Final Cost, Total Change Order Volume
Submission Process and Timeline

Responses to this RFQ are due at 5:00 PM EST on Friday June 28, 2019. Seven (7) paper copies and one (1) electronic copy in PDF format must be submitted in a sealed envelope marked “New Residence Hall Architectural / Engineering Services RFQ” as to indicate its contents, project number, project title, A/E firm’s name, and address. Qualifications may be mailed to the address below:

<table>
<thead>
<tr>
<th>Mailing address for delivery of proposal via US Postal Service</th>
<th>Office Address of delivery by any other method (special delivery, overnight, or any other carrier)</th>
</tr>
</thead>
</table>
| PROPOSAL NUMBER: 62-00349  
UNC School of the Arts  
Facilities Management  
ATTN: W. Steve Martin  
1533 South Main Street  
Winston Salem, NC 27127 | PROPOSAL NUMBER: 62-00349  
UNC School of the Arts  
Facilities Management  
ATTN: W. Steve Martin  
303 Waughtown Street  
Winston Salem, NC 27127 |

Proposals must be prepared in conformance with the guidelines described under “Proposal Format.” Proposals must be received by the deadline. Proposals received after the deadline will not be considered.

Upon review of the RFQ and Exhibit(s), A/E firms may have questions to request clarifications to prepare a qualified response. All questions must be submitted via email to W. Steve Martin : martinw@uncsa.edu by 5:00PM EST on Friday, June 21, 2019. All questions and responses, as well as any additional items deemed necessary by the University, will be posted in the form of an addendum to the RFQ through the Interactive Purchasing System (IPS) and UNCSA Facilities websites. No information, instruction or advice provided orally or informally by any University personnel or its advisors, whether made in response to a question or otherwise in connection with this RFQ, shall be considered authoritative or binding.

All responses are subject to public disclosure under the North Carolina Public Records Law. To the extent permissible by law, the University agrees to keep confidential any confidential proprietary information included in a response, provided that (1) the respondent identifies the confidential proprietary portions of the response, (2) the respondent identifies as confidential and proprietary only those portions of the submittal that actually are confidential and proprietary, and (3) the respondent states why protection is necessary. Respondents shall not designate their entire response as confidential and proprietary, nor shall they so designate information that is already public.

Conditions and Reservations
UNCSA expects to select one firm, but reserves the right to request substitutions of consultants. The UNCSA reserves the right to refuse and reject any or all responses to the RFQ, to advertise for new RFQ responses, or to accept any RFQ response deemed to be in the best interest of the UNCSA in its sole and exclusive discretion. The UNCSA reserves the right to waive technicalities and informalities. The UNCSA reserves the right to negotiate with one or more firms and is not obligated to enter into any contract with any respondent on any terms or conditions.
A response to this RFQ should not be construed as a contract, nor indicate a commitment of any kind. The RFQ does not commit UNCSA to pay for costs incurred in the submission of a response to this RFQ or for any cost incurred prior to the execution of a final contract. No recommendations or conclusions from this RFQ process concerning your firm shall constitute a right (property or otherwise) under the Constitution of the United States or under the Constitution, case law or statutory law of North Carolina. Neither binding contract, obligation to negotiate, nor any other obligation shall be created on the part of UNCSA unless UNCSA and your firm execute a contract.

DISCLAIMERS

This RFQ constitutes only an invitation to present qualifications. The rights reserved by UNC School of the Arts shall be exercised in its sole and absolute discretion, include without limitation the right to:

- Require additional information from one or more Respondents to supplement or clarify the qualifications submitted including, but not limited to, conducting interviews with Respondents if the University, at its sole discretion, deems such interviews to be helpful.
- Conduct investigations with respect to the qualifications and experience of each Respondent.
- Eliminate any Respondent that submits an incomplete or inadequate RFQ response or fails to satisfy the requirements of this RFQ.
- Supplement, amend, or otherwise modify this RFQ, prior to the submission deadline.
- Issue one or more amendments to this RFQ extending the submission deadline.
- Receive questions concerning this RFQ from Respondents and to provide such questions, and the University's responses, via the Interactive Purchasing System.
- Cancel this RFQ in whole or in part with or without substitution of another RFQ if determined to be in the best interest of the University.
- Take any action affecting the RFQ process, or the Project that would be in the best interest of the University.
- Make public documents associated with the Project, including documents submitted to the University by Respondents.

EXHIBITS

April 2019 Rieth Jones Advisors Housing Master Plan
August 2017 Robert A.M. Stern Architects Residence Hall Study