

# ITS Data Center Planning Assessment

## Letters of Interest

UNC Greensboro is seeking letters of interest from qualified professionals for the project entitled, ITS Data Center Planning Assessment.

The scope of this project is to evaluate and assess aging University Data Centers within three campus buildings and of select main data closets within two other buildings. The goal is to obtain recommendations regarding both the potential reuse and renovation of current physical facilities along with analysis of on-site versus off-site cloud data storage options. The proposed planning assessment will be based on empirical evidence, surveys, data gathering and thorough design analysis to inform the University of highest and best use of existing space and data storage strategy.

*\* Note: The current project authorization is for the Assessment Phase only.*

*\*\* Failure to follow the directions or contacting anyone other than the listed contact may result in submission being classified as non-responsive.*

### Intended Schedule:

**January 16, 2025 – Letters of Interest Due**

**January 27, 2025 – Notify Shortlist Selections for Interview**

**February 3, 2025 – Shortlist Interviews**

**Please go to the following website <https://facdc.uncg.edu/solicitations/> for further information regarding submission requirements.**

To view a map of the UNC Greensboro campus and locate the structures included in this project, visit <https://www.uncg.edu/campus-map/>

Responses should be no more than **(60)** pages at 8.5 x 11 or **(30)** spreads at 11 x 17, excluding SF-330 form and blank pages. Submit one (1) electronic (PDF) copy of the response in the following format:

**Tab 1: Completed [Information Sheet](https://fac.uncg.edu/wp-content/uploads/Information-Sheet.pdf)\*** (<https://fac.uncg.edu/wp-content/uploads/Information-Sheet.pdf>)

**Tab 2: Letter of Interest** (Cover Letter)

**Tab 3: Project Team Organization Chart**

3.1 Adequate staff and proposed design or consultant team and their relevant project experience

**Tab 4: Relevant Experience & Other Important Factors**

4.1 Specialized or appropriate expertise in the type of project

4.2 Past performance on similar projects to ITS Data Center Planning Assessment

4.3 Current workload and State projects awarded

4.4 Proposed design approach for the project

4.5 Recent experience with project costs and schedules (include projects most similar to ITS Data Center Planning Assessment)

4.6 Proximity to and familiarity with the area where project is located

4.7 Record of successfully completed projects without major legal or technical problems

4.8 Energy Conservation/LEED Experience

**Tab 5: Minority Business Participation Plan** (include design and construction efforts to reach UNCG HUB goals)

**Tab 6: Current SF-330** ([https://fac.uncg.edu/wp-content/uploads/03\\_SF-330.pdf](https://fac.uncg.edu/wp-content/uploads/03_SF-330.pdf))

\* On your completed Information Sheet, please include the **primary contact person's name and email address** which will be used by the University for all future communications.

\* **The Proposal (Tabs 1-5 above) will be reviewed for firms' qualifications as Letter of Interest. As a reminder, the SF-330 (Tab 6) is an attachment to the proposal and is viewed as such. It is not a supplement or replacement for the proposal itself and will not be formally reviewed in the detail as Tabs 1-5.**

## **Letters of Interest due by 12:00 p.m. on January 16, 2025**

**It is the submitted firm's responsibility to ensure the materials are received by the due date and time. The University does not take responsibility for incomplete or late submissions.**

Submit Letters of Interest by above deadline to: [fdc@uncg.edu](mailto:fdc@uncg.edu)

Please copy on the email submission and address the cover letter to the Project Manager below:

Jeff Manter [jamanter@uncg.edu](mailto:jamanter@uncg.edu)  
UNC Greensboro Facilities Design & Construction  
Gray Home Management House  
105 Gray Drive  
Greensboro, NC 27412

For driving directions to Gray Home Management House and parking information, visit [Spartan Directions](http://facdc.uncg.edu/how-to-find-us-2/).  
(<http://facdc.uncg.edu/how-to-find-us-2/>)

**UNC System Office Advertisement:**  
**\$300,000** Total Project Cost

<https://www.northcarolina.edu/apps/finance/vendors/opportunities.htm>

<https://facdc.uncg.edu/solicitations/>