The University of Northern Iowa (UNI) is seeking proposals from architectural firms to provide design services for an addition and renovations to the Industrial Technology Center on its main campus in Cedar Falls, IA.

Introduction
The Industrial Technology Center was constructed in 1974 and was a state of the art facility when it opened. Fast-forward 46 years and the building is old, tired and obsolete. The programs within ITC are robust but the facilities are lack-luster. Comments from the users include statements such as “the high school facilities that incoming freshmen have been exposed to are better than those that UNI has to offer.” In order to grow these programs, the facilities must once again be state of the art and the leader in its fields of academia.

The academic programs currently located at ITC are Construction Management, Graphic Technology, Manufacturing Engineering Technology, Technology Management, Electrical Engineering Technology, Technology and Engineering Education and the Metal Casting Center (MCC). The desired goal in the coming years is to significantly grow these programs, increase student success and develop business partners that will lead to student employment opportunities.

The existing building is one story comprised of load bearing masonry walls. These load-bearing walls limit the ability to modify the structure and renders the building to compartmentalization. The southern portion of the building consists of a high bay shop area as well as a fully functioning foundry (MCC), which is unique to UNI. The MCC offers up a level of educational experience that is rare and not readily available at other institutions. The remainder of the building offers classrooms, labs and office spaces.

Project Scope
The project scope is intended to address building deficiencies that impact the university's academic programs and student experiences.

The proposed project will:
- Increase building size
- Develop collaboration spaces
- Provide for a strong building identity
Request for Qualifications
Industrial Technology Center Modernization

- Provide for expansion
- State of the art technology
- New Electrical System
- New HVAC System
- New Fire Alarm System
- ADA compliant toilet rooms
- Appropriate number of classrooms, labs and offices

The estimated construction budget is approximately $26.4M

Proposed Location and Existing Facility
The Industrial Technology Center is located on the southern side of campus at the crossroads of University Ave and Campus St. A consultant was hired in 2017 to develop a Feasibility Study. The study looked at two broad scenarios; to remodel the existing building or to demolish and rebuild. In the end it was determined that the course of action would be to remodel and to increase the square footage through an addition. There is ample room around the existing building for expansion, however some locations are challenging due to underground utilities.

Office Space
The existing office spaces are inadequate and sequestered inside a larger office complex. These offices are small and not readily accessible. Students can’t easily seek out professors without going through an office maze. This situation is exacerbated by the fact that the main office does not have a full time secretary.

Classrooms
There are 3 standard classrooms in ITC. Room 010A provides 24 seats but is carved out of a larger lab space making it difficult to use when the lab is in session. Room 003 is a tiered lecture hall that has space for 128 people. Its size and shape makes it inefficient and seem cavernous for small classes. Classroom 007 is the most useful in that it has good access and holds 48 people. Recently classroom 006 was reassigned as a class lab. All of these rooms are dated and uninviting.

Labs
The remainder of the spaces are class labs and the foundry. All of these rooms are short on square footage and lack dedicated ADA accessibility.

Scope of Services
The selected firm is to provide full design services through programming, schematic design, construction documents, construction administration and project close-out. However, the initial engagement will be for programming and a Schematic Design study to vet the program, schedule, and project budget. Services anticipated for the initial phase are outlined below.
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Project Start-Up
- Review existing documentation (to be provided by UNI) including facility condition assessments, floor plans, etc.
- Review and assess existing conditions in terms of meeting programmatic and space needs.

Programming/Design
- Lead a process to confirm institutional program priorities and desired-outcomes.
- Provide design options for implementation of desired program and budget.

Final Schematic Design Report
- Develop a report summarizing findings, design options and recommendations based on analysis and implementation of desired-outcomes and preferred option(s).
- Include an estimate of construction costs and project schedule for preferred option(s).

After completion of the initial Schematic Design phase UNI will authorize subsequent project phases at its sole discretion subject to the outcome of the Schematic Design study and available funding. This Schematic Design booklet will be used to convey the appropriate information to the Board of Regents for their approval.

Selection Process and Schedule
Due to the prominence and importance of the proposed project, the selected firm will be expected to provide a high level of design expertise with the ability to create a dynamic student experience. This will include the exterior hardscape / landscape adjacent to the building needed for the program and new entry.

The university will select a firm to complete the proposed scope of services by way of the following evaluation process:

1. Assessment of a Statement of Qualifications from design firms (prime consultant) – identification of the sub-consultant team is not required at this time.
2. In-person interviews of selected firms on the University of Northern Iowa campus.
   UNI anticipates interviewing no more than four selected firms.

This solicitation is open to all qualified firms licensed to do business in the State of Iowa.

Preliminary Selection Schedule
RFQ Issued
ITC Site Tour (non-mandatory)  March 9, 2020
Alternate Site Tour (non-mandatory)  March 23, 2020 10:30 AM - ITC Room 007
Deadline for Written Questions to UNI  March 26, 2020 10:00 AM - ITC Room 003
Response to Questions (posted on website)  March 30, 2020
Submission due  April 6, 2020
Finalists Selected  April 14, 2020  3:00PM
Interviews for Selected Firms  April 21, 2020
May 5, 2020
As indicated above, UNI will conduct tours of the project site for interested firms. Attendance is not mandatory for RFQ respondents and both tours will be identical so firms do not need to attend both tours. The selected firm is expected to be available to begin work immediately upon final selection with services associated with the initial Schematic Design Booklet.

**Submission Requirements**

Responses should contain the following information:

1. **Cover Letter** - indicating why your firm is best qualified to assist with this project.
2. **Proposed Team Members** - with resumes of project leads, and identification of point of contact. Please identify Iowa-licensed team members.
3. **Relevant Experience** - proposal responses will be evaluated based on relevant work in the last 10 years in the following areas:
   - General firm experience with industrial technology projects of similar type and scale.
   - Specific experience of the proposed team members with:
     - Renovation projects of similar scale
     - Classrooms, labs and shop spaces, emphasizing shop spaces with cutting edge technologies such as:
       - Woodworking
       - Metal working
       - Welding
       - Electrical and Mechanical Engineering
       - Technology Engineering
       - Graphic Technology
       - Collaborative Spaces
     - Other potential building components may include an Entrepreneurial Center, Virtual Reality Lab, and an Advanced Manufacturing Lab.
   - A unique feature to UNI is the Metal Casting Center. This is a full working foundry that produces specialized product pieces for industry. Space within the area is limited and so is storage for their raw materials.

Inclusion of additional design consultants is not required as part of this initial solicitation; the selected firm will be asked to propose specialized consulting firms such as Landscape, AV, MEP, Structural, etc. for UNI’s consideration.

Please limit your submission to no more than twenty (20) pages. Electronic submissions in PDF format are due by **3:00 pm on April 14, 2020** to the project contact:

Glenn Swanson, AIA, NCARB, LEED AP
University of Northern Iowa
glenn.swanson@uni.edu

Questions should be submitted via email only to the project contact indicated above - no phone calls please. Any announcements regarding the RFQ will be posted on the UNI Facilities Management website. Firms are requested to not contact UNI and ITC project stakeholders regarding this Request for Qualifications and the associated consultant selection process.

Deadline for RFQ questions is 5:00 pm on March 30, 2020. Written answers will be posted on the UNI Facilities Management website no later than April 6, 2020.
A partial version of the 2017 Industrial Technology Center Feasibility Study Report is attached to this Request for Qualifications. The full report will be made available to the selected finalists.

Attachments (1)
   1. Booklet containing graphics from the 2017 Industrial Technology Center Feasibility Study.

- End of Request for Qualifications -