Request for Qualifications
University of Northern Iowa
Cedar Falls, Iowa

December 6, 2023

Re: Maucker Union Roof Plaza Replacement

The University of Northern Iowa (UNI) is seeking proposals from design firms to provide professional services associated with the renovation/replacement of the Maucker Union roof plaza on its main campus in Cedar Falls, Iowa.

At approximately 30,000 square feet, the roofing system associated with the Maucker plaza has reached the end of its service life. Its replacement affords UNI an opportunity to rethink the current plaza design in order to promote new outdoor programming and an overall improved user experience.

Introduction:
Maucker Union was originally constructed in a campus green space in the 1960's as a structure partially recessed into the ground, thus allowing the building to provide a continuation of a pedestrian space on its roof plaza. The building has since seen two major additions and numerous interior renovations.

In the mid-1990’s the plaza received a face lift and is much the same today as it was then. Various repairs have been made to extend the life of the roof system including the perimeter flashing and replacement of broken paver pedestals however, a study by Shive-Hattery in 2022 indicated that the roof membrane was reaching the end of its life.

The current plaza serves as outdoor space for students as well as providing egress from the upper level of the building. In its present condition the plaza is unwelcoming and underutilized due to a lack of amenities such as shade and suitable seating. From time to time classes are held in the semi-circular roof seating areas. Students study or have a meal at one of the tables on occasion. Additionally, events such as speakers, musical groups or student organization fairs are held there also on a very limited basis.

Project Scope:
The project scope is intended to address the replacement of the plaza roof system while creating programmable areas that the student union can use to further its mission.

The consultant team will be able to provide a unique design that includes addressing the following considerations:

- The creation a water-tight roof plaza with long term viability in a cost-effective manner that is easy to maintain
- The need for the roof to meet current energy code requirements.
- The roof functioning as a primary egress route for the upper level of the Maucker Union.
- The need to provide a safe space with skylight protection, guardrails of appropriate height and handrails as required by building code.
• The need to provide an inviting campus social gathering space that is enjoyable and safe to use.

The estimated construction budget is approximately $3 million.

Scope of Services:
The selected firm will be able to provide full design services through construction documents, construction and project closeout. However, the initial engagement will be for programming and a schematic design study including a construction cost estimate. Services anticipated for the initial phase are as outlined below:

Project Start-Up
- Review existing documentation (to be provided by UNI) including the Exterior Envelope Study by Shive-Hattery, floor plans, original building drawings and renovation drawings.
- Review and assess existing conditions.

Programming/Design
- Lead a process to create a program to determine institutional program priorities and desired outcomes.
- Provide design options for the 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 estimate(s) of construction costs and a project schedule for preferred option(s).
- Include a minimum of three renderings that highlight how the space will be used.

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.

Anticipated Project Schedule:
Consultant Selection: December 2023 – January 2024
Programming and Schematic Design: February 2024 – July 2024
Fundraising: 2024-2026
Design Development – Construction Documents: Estimated 2026
Construction: Estimated 2027

Selection Process and Schedule:
The University considers both aesthetics and the roof function to be of critical importance on this project. Therefore, consultants proposing should provide both examples of exterior plaza spaces and experience with challenging roof and building envelope work.

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 subconsultant team is not required at this time.
2. Online interviews of selected firms. 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: December 6, 2023
Maucker Union Roof Tour (non-mandatory): December 14, 2023 at 11 am in the Event Services Conference Room (to the right of the food court – room 061)
Deadline for Written Questions: December 15, 2023
Response to Questions (posted on website): December 18, 2023
FRQ Responses Due: December 20, 2023 by 4:00 pm
Finalists Selected: January 5, 2024
Interviews for Selected Firms: January 19, 2024

As indicated above, UNI will conduct a single tour of the project site for interested firms (subject to weather). If the tour needs to be rescheduled due to weather concerns, an updated date and time will be posted on Facilities Management’s website. Attendance is not mandatory for RFQ respondents. The selected firm is expected to be available to begin work immediately upon final selection with services associated with the initial Schematic Design Report.

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 roof plazas of similar scale (preference given to renovation projects)
   • Specific experiences of the proposed team members with
     o Plazas with sittable space
     o Roof detailing of plaza spaces
   • List of similar institutional projects
   • Project approach and client engagement process
   • Familiarity with UNI project delivery process

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

Please limit your submission to no more than Sixteen (16) pages including the front and back cover. Electronic submissions in PDF format are due at 4:00 pm on December 20, 2023 to the project contact:

Amy Selzer, AIA
University of Northern Iowa
Architect
amy.selzer@uni.edu

Questions should be submitted via email only to the project contact indicated above – no phone calls please. Firms are requested to not contact UNI or Maucker Union project stakeholders regarding this Request for Qualifications and the associated consultant selection process. The deadline for RFQ questions is 4:00 pm on December 15, 2023. Written answers to any questions will be posted on the UNI Facilities Management website no later than December 18, 2023.
Additional information on Maucker Union can be found here:
https://scua.library.uni.edu/university-archives/building-histories/maucker-university-union
https://union.uni.edu/

An aerial photo of the roof plaza can be found below.

- End of Request for Qualifications -