Request for Qualifications

University of Northern Iowa
Cedar Falls, Iowa

January 10, 2020

Re: Gallagher Bluedorn Performing Arts Center Renovations

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

Introduction
The Gallagher-Bluedorn Performing Arts Center is a year-round venue serving the university and the Cedar Valley by offering a diverse range of shows and programs. Its focal point is a performance hall with a capacity of nearly 1,700. Some UNI School of Music offices, rehearsal and performance spaces are co-located in the center.

The lobby space is suitable for queuing but limits pre-function operations such as concessions and merchandising. This space constraint also impacts the ability to host donor and sponsor events such as meet & greets before or after performances. Overall, this space limitation impacts revenue streams and potential opportunities for cross-programming with the School of Music.

The box office area is congested with lines for restrooms, coats, will-call, and a large set of stairs into the hall. The balcony areas are also undersized. (The restrooms were designed to plumbing code minimum, therefore the number of fixtures is fewer than similar venues.)

A goal of the proposed project is that with the renovation and addition of space for new amenities, the GBPAC will be able to develop new program opportunities while promoting a more engaging and memorable visitor experience.

Project Scope
The project scope is intended to address building deficiencies that impact operations and the patron experience. At the time of construction of the current facility, a budget overrun caused a reduction in amenities that are typical of performing art centers of similar size. Patron and donor spaces, restrooms, catering, and storage were impacted to prioritize performance spaces.
The proposed project will:

- Improve the overall quality of visitor amenities to closer align with those typically found in similar venues thus allowing for more flexibility and diversity in the delivery of services available to its patrons into the future.
- Improve the overall visitor experience, especially during pre-show and intermission periods.
- Create a new multi-use space to host events, small performances, rehearsals, and dinners that will allow Gallagher-Bluedorn to better create unique events for its patrons.
- Create a new patron lounge and new box office area.
- Expand restroom facilities to provide an amenity more in line with national standards.
- Replace the glazing and panel systems on the exterior of the building.
- Upgrade seating in the Great Hall. (No additional work in the main hall is anticipated.)
- Improve site circulation by widening the perimeter drive lane at the main front entry and creating a new piazza. A secondary entrance is proposed to help alleviate congestion at the main entry of the building.

The estimated construction budget is approximately $9.0M.

Proposed Location and Existing Facility
Dedicated in April 2000, the Gallagher Bluedorn Performing Arts Center is located along University Avenue at the southern edge of the University of Northern Iowa’s main campus.

Enabled by the generosity of Cedar Valley residents as well as support from the university, the state and over 1,400 donors across Iowa, it was the first major performing arts center to open in Iowa in twenty years. The 100,000 square foot complex features three state-of-the-art performance halls, a glass-walled lobby as well as teaching and rehearsal spaces for the UNI School of Music.

Hosting more than 300 performances each year, the GBPAC showcases the world’s finest artists, ensembles of the UNI School of Music, the Waterloo-Cedar Falls Symphony and many other events.

Great Hall
Designed in the spirit of European opera houses, the Great Hall seats up to 1,680 on three levels, complete with opera boxes and is capable of hosting artists spanning from chamber ensembles to large Broadway shows.

A 410-seat mezzanine tops an 830-seat orchestra level and a 440-seat Gallery/Second Balcony. A fully-rigged stage house, a custom orchestra shell, 2 stage extension lifts that can either be lowered to form an orchestra pit, or raised to audience level to increase seating capacity. State-of-the-art rigging lighting and audio systems also convert the hall
easily from a concert hall to a theatre for staged performances. The hall is also equipped for broadcasting and high quality recording. Back of house includes four single and two group dressing rooms, a green room and double-loading dock.

**Davis Hall**
A flexible rehearsal/recital hall with retractable seating converts from a rehearsal hall for large UNI ensembles during the day to a concert space for recitals and chamber ensembles at night. Surrounding the room are musical instrument storage areas and vocal and instrumental music libraries for the UNI School of Music.

**Jebe Hall**
The center’s smallest hall houses its most precious instrument - a $500,000, 38 rank tracker organ built for the center by Wolff & Assoc. of Laval, Canada. A resource for the UNI organ program and home for intimate chamber concerts, Jebe Hall also serves as a rehearsal space for UNI choral ensembles.

**Scope of Services**
The selected firm will be able to provide full design services through construction documents, construction 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.

**Project Start-Up**
- Review existing documentation (to be provided by UNI) including facility condition assessments, floor plans, etc.
- Review previous design studies.
- 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 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.
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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 memorable patron 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 a subconsultant 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 January 10, 2020
GBPAC Site Tour (non-mandatory) January 17, 2020 9:00 AM at site
Deadline for Written Questions January 24, 2020
Response to Questions (posted on website) January 27, 2020
RFQ Responses due January 31, 2020
Finalists Selected February 7, 2020
Interviews for Selected Firms Early March 2020

As indicated above, UNI will conduct a single tour of the project site for interested firms. 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 performing arts venues of similar scale.
   - Specific experience of the proposed team members with:
     - Performing arts venues of similar scale
     - Renovation projects of similar scale
     - Other ticketed venues of similar size and complexity
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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 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 January 31, 2020 to the project contact:

Jose Luis San Miguel, AIA
University of Northern Iowa
University Architect
joseluis sanmiguel@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 and GBPAC project stakeholders regarding this Request for Qualifications and the associated consultant selection process.

The deadline for RFQ questions is 5:00 pm on January 24, 2020. Written answers to any questions will be posted on the UNI Facilities Management website no later than January 27, 2020

A partial version of the 2017 GBPAC Addition Feasibility Study Report is attached to this Request for Qualifications. The full report will be made available to the selected finalists.

Attachments (1)

- End of Request for Qualifications -