



THE ARIZONA BOARD OF REGENTS

for and on behalf of

NORTHERN ARIZONA UNIVERSITY

**REQUEST FOR QUALIFICATIONS
for
ARCHITECTURAL AND ENGINEERING
DESIGN PROFESSIONAL SERVICES**

**CLINE LIBRARY RENOVATIONS
Project #09.280.261**

**DUE DATE/TIME: Thursday, January 29, 2026,
2:00 PM Arizona Local Time**

**ARIZONA BOARD OF REGENTS TRI UNIVERSITY MASTER CONTRACTS
STANDARD FORM 2025 EDITION**

Date and Time of Pre-Submittal Conference **Mon., Dec. 22, 2025, 10:00 AM Arizona local time**

Deadline for Inquiries **Fri., Jan. 23, 2026, 12:00 PM Arizona local time**

Date and Time Set for Submittal **Thurs., Jan. 29, 2026, 2:00 PM Arizona local time**

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This Request for Qualifications is divided into two parts: **Part I – General Requirements**, and **Part II – Attachments**. The Attachments in Part II form an integral part of the Request for Qualifications, and the terms, conditions, and criteria therein must be met by any Offeror.

PART I – GENERAL REQUIREMENTS

DIVISION I – ADVERTISEMENT

Arizona Board of Regents (“ABOR”), for and on behalf of Northern Arizona University (“NAU” or “University” or “Owner”), extends an invitation to interested **DESIGN PROFESSIONAL** firms to submit in writing their qualifications to provide design professional services for the **Cline Library Renovations, NAU Project #09.280.261** on the NAU Flagstaff Campus. This solicitation follows the methodology prescribed by Section 3-804 of the ABOR Policy Manual.

This project will address a critical life-safety and code compliance issue by separating the building’s HVAC water supply from its fire sprinkler water system. Currently, the systems are interconnected in a way that does not meet modern building and fire codes. Additionally, this project supports a strategic initiative to relocate occupants of the Babbitt Academic Annex by performing a tenant improvement renovation of space in Cline Library, consolidating academic and support services in a single, efficient, collaborative facility.

The University is seeking a design team with experience in architecture and engineering for similar projects related to libraries and archives on a university campus. Firms submitting a Statement of Qualifications (SOQ) in response to this Request for Qualifications (RFQ) must demonstrate comparable project-type experience and capability utilizing the Construction Manager at Risk project delivery method, or comparable capability.

The construction budget for the project is approximately \$33.4 million.

Any individual(s) or firm(s) proposing to perform architecture and/or engineering services must be appropriately licensed/registered in the State of Arizona at the time of submission of the SOQ.

An optional pre-submittal conference will be held on Monday, December 22, 2025, at 10:00 AM Arizona local time, as a virtual meeting via Teams. Details on how to join the Teams meeting may be found in Division III of this RFQ.

Individuals or firms who wish to visit campus may do so on their own, but NAU will not entertain any conversation outside of the process outlined in this document. All vehicles parking on campus must have a permit. See <https://in.nau.edu/university-transit-services/> for more information and to purchase a parking permit.

SCHEDULE OF DEADLINES (all times are Arizona local time)

Advertise for Services:	Thursday, December 18, 2025
Pre-Submittal Conference:	Monday, December 22, 2025, 10:00 AM
Qualifications Due:	Thursday, January 29, 2026, 2:00 PM
Interviews with Shortlisted Firms (at Owner’s discretion):	week of March 2, 2026 (tentative)
Begin Contract Period:	April 2026

RFQ packages may be obtained from the NAU Planning, Design and Construction website at <https://in.nau.edu/facility-services/pdc/bids-rfqs/> after 3:00 PM Arizona local time on Thursday, December 18, 2025.

Sealed SOQs are due no later than 2:00 PM Arizona local time on Thursday, January 29, 2026. Responses to the RFQ shall be received in Facility Services (NAU Bldg. #77), at the Front Reception Desk, 501 E. Pine Knoll Drive, Flagstaff, Arizona 86011 (<https://in.nau.edu/university-transit-services/maps/>) or by mail to Northern Arizona University, Box 6016, Flagstaff, Arizona, 86011. **Attention: Kevin McElwee, Contracts Analyst, PDC.** If mailing the SOQ by courier (e.g., FedEx or UPS), please use the street address noted above.

Received sealed SOQs will be opened immediately following the 2:00 PM deadline, and Planning, Design and Construction shall publicly announce the names of those firms submitting a response to the RFQ on the Teams meeting link provided in Division VI of the RFQ. In-person attendance at this meeting shall not be permitted.

No telephonic, electronic, or facsimile SOQ shall be considered. SOQs received after the date and time set for opening will be rejected. The University reserves the right to extend the time and date set for opening.

The Board of Regents reserves the right to reject any or all SOQs, to waive or decline to waive any irregularities in any SOQ, or to withhold the award for any reason it may determine. Women-owned and minority-owned firms are encouraged to apply. Persons with a disability may request a reasonable accommodation.

All correspondence relating to this Request for Qualifications should be addressed to:

NAU Facility Services
Attention: Kevin McElwee
Box 6016
Northern Arizona University
Flagstaff, Arizona 86011
Email: kevin.mcelwee@nau.edu

ARIZONA BOARD OF REGENTS
By: Jeff McKay
VP of Capital Planning and Campus Operations

DIVISION II – PROJECT DESCRIPTION AND SCOPE OF SERVICES

ARIZONA BOARD OF REGENTS REQUEST FOR QUALIFICATIONS (RFQ)

Arizona Board of Regents (“ABOR”), for and on behalf of Northern Arizona University (“University” and/or “Owner”), extends an invitation to interested design professional firms to submit in writing their qualifications to provide design services for the **Cline Library Renovations, NAU Project #09.280.261** on NAU’s Flagstaff Mountain campus. This solicitation follows the methodology prescribed by Section 3-804 of the ABOR Policy Manual.

Any individual(s) or firm(s) proposing to perform architectural and engineering services, environmental services, pre-construction and construction services must be appropriately licensed/registered in the State of Arizona at the time of submission of the SOQ.

This project will be built using Construction Management at Risk (CMAR) services. The Owner intends to form a team (consisting of the Owner, the Design Professional, and the Construction Manager at Risk) that will work well together in a cooperative and mutually supportive manner for the benefit of all the members of the team. The University is looking specifically for an Offeror with the demonstrated ability to operate as a team member in a CMAR project delivery method arrangement, which may include a formal partnering arrangement.

PROJECT DESCRIPTION

This project, with an approximate construction budget of \$33.4 million, will address a critical life-safety and code compliance issue in Cline Library by separating the building’s HVAC water supply from its fire sprinkler water system. Currently, the systems are interconnected in a way that does not meet modern building and fire codes. Additionally, this project supports a strategic initiative to relocate occupants of the Babbitt Academic Annex by performing a tenant improvement renovation of space in Cline Library, consolidating academic and support services in a single, efficient, collaborative facility.

The University is seeking a design team with experience in architecture and engineering for similar renovation projects related to libraries and archives on a university campus. Firms submitting a Statement of Qualifications (SOQ) in response to this Request for Qualifications (RFQ) must demonstrate comparable project-type experience and capability utilizing the Construction Manager at Risk project delivery method, or comparable capability.

DRAFT PROJECT SCHEDULE

Project Kickoff & Charter Draft	December 2025 – January 2026
Steering Committee Established	December 2025
Design/Construction Team Selection	February–April 2026
Funding & Contracting Finalized	April–May 2026
ABOR Approval of Project	June 2026
Programming & Design	August–December 2026
Construction of Cline Space	December 2026 – June 2027
Move-In	May 2027

The University anticipates an accelerated construction delivery process utilizing a Construction Manager at Risk approach for project delivery. Firms submitting a response to this Request for Qualifications (RFQ) must demonstrate comparable project-type experience and capability utilizing the Construction Manager at Risk project delivery method or comparable capability.

PROJECT LOCATION AND SITE DESCRIPTION

Northern Arizona University is located on a volcanic plateau at the base of the San Francisco Peaks, the highest mountains in Arizona. The 420-acre main campus is located in Flagstaff, Arizona. Flagstaff is a four-season city located at an elevation of 7,000 feet. Because the campus is at an elevation of 7000 feet, the climate is vigorous, with cold winters and mild summers. Diurnal temperature changes are considerable, resulting in average first and last occurrences of 32 °F in September and June. Temperature extremes range from -32 °F to 97 °F, with average minimums in January of 14 °F. The mountain campus includes approximately 170 buildings with more than 6.9 million square feet, including buildings in the Arizona Normal School Historic District, which exceeds 90 years of age. The University is governed by the Arizona Board of Regents (ABOR) and is a fully accredited institution of higher learning supported by the State of Arizona.

Cline Library was originally constructed in 1966 and underwent major additions in 1980 and 1991. The library sits at a unique physical and symbolic crossroads on the Flagstaff campus, being centrally located near other key campus facilities, such as the University Union, the Center for Native American and Indigenous Futures, and performing arts auditoriums as well as the prominent campus/community interface at South Milton Road. The building has 211,312 GSF and in excess of \$13.7 million in deferred maintenance. The most recent Cline Library Facility Condition Assessment Report (from Sept. 2020) is included as Attachment E.

SCOPE OF SERVICES

Proposed services for this project include design-phase architecture and engineering services and construction-phase services (Construction Administration).

The Design Professional will provide Programming services to assist in determining the academic programmatic requirements of the tenant improvement space. This will require outreach to and coordination with the project Steering Committee, students, and other stakeholders to ensure a comprehensive approach to the renovation design is achieved.

Further design services will encompass all phases of design as well as construction-phase services. The planning, design, and construction of the renovated areas will include evaluation of a full range of sustainability options.

Details of the scope of the required services will be furnished to the selected firm at the time a fee proposal is requested. However, listed below are a sample of services that may be required under this project.

Programming

The Design Professional team, working with user representatives, the Steering Committee, and campus facilities staff, will provide a complete program statement, including room data sheets and building system descriptions. The completed program shall include priorities for various components as well as preliminary cost estimates and budget. The deliverables will be in the form

of a detailed report including an executive summary. The final form of this report shall be discussed and agreed upon between the University and the Design Professional.

Construction Manager at Risk

A Construction Manager at Risk (CMAR) will be selected during programming, and their participation will begin early in this phase. The Design Professional will be a voting participant in the selection of the CMAR for the project, including review of the final RFQ for CMAR services. The Design Professional will fully coordinate with the CMAR process, including cost estimate review, cost control strategies, schedule development, constructability and construction document content, and multiple bid packaging.

Design Expectations

The tenant improvement portion of this project should consider the current architecture and style of the library and compliment it in a modern, useful way. The project will follow NAU's Design Guidelines and Technical Standards, whose guiding principle is universal design. It will be important for the new tenant space to be integrated seamlessly and not feel like an afterthought to the space. It is expected that the library will be a better place for all users after this renovation, not just new occupants in the new built-out space.

Cline Library is currently home to a variety of university library programming, as well as the Teaching and Learning Center, the Lumberjack Writing Center, the Faculty Senate, and the Student Technology Center. The design shall consider existing multi-use spaces that are shared by current building occupants and may include the potential for new shared multi-use spaces. Existing shared multi-use spaces include the 70-seat Learning Studio, 45-seat and 30-seat meeting rooms, and staff lounge.

Cost Modeling and Estimating

The University will prepare a project budget, which will serve as the basis for the cost model to be prepared by the CMAR. This model will be adjusted and updated through estimates as the project is developed. It is the responsibility of the Design Professional to consider the cost impacts of all design decisions on a continuous basis and guide the team accordingly so as to minimize variances between budget and cost at milestones.

It will be the responsibility of the CMAR to prepare project cost estimates to confirm conformance of the project cost to the budget at milestones, and to assist the team with cost evaluations for options as the project is developed. It is also anticipated that specific strategies and measures may need to be implemented by the design team to respond to escalating costs for construction materials.

Design Review

The Design Professional will be required to meet with the Steering Committee prior to design initiation to discuss design expectations. Subsequent meetings with the Steering Committee will be held to answer any questions and discuss issues. Each review will conclude with a summary sheet documenting the resolution of all issues. The Design Professional will also work with the appropriate campus staff (Facility Services, Environmental Health and Safety, University Transit Services, NAU Police Department) to review progress sets of design drawings.

Schematic Design Report

The Design Professional will develop a Schematic Design Report including narrative descriptions of proposed building systems, a thorough CMAR cost estimate review, and schedule for the entire work, as well as identifying options such as budget and schedule impacts.

Design Development Report

The Design Professional will develop a Design Development Report that includes a complete set of design development documents for all disciplines, narratives, detailed design development budget/cost estimates and schedule.

The Design Professional will provide interior design services including the planning and specification of all newly renovated spaces, and any existing to be relocated; interior signage; telecommunications and audiovisual design services; and security access plans and specifications.

Deliverables will consist of design development documentation, interior section models and renderings, a thorough CMAR cost estimate review, and schedule.

Construction Documents

The Design Professional will be responsible for the coordination of all design professional teams and the development of construction documentation for the project. The deliverables will be complete, correct, and coordinated construction documentation, a thorough CMAR cost estimate review, and project schedule.

Construction Administration

The Design Professional will be required to provide a minimum level of on-site project representation. This will include hours as required by engineering personnel. The full-time equivalent, on-site representation will be familiar with the design of the project and have a proven track record of construction observation. The field personnel are in addition to the normal in-office architects and engineers who will provide home office construction support services. These personnel are to work cooperatively with the construction manager, contractors and commissioning agent.

Warranty Period and Post-Occupancy Evaluation

The Design Professional will work with the CMAR to resolve problems discovered during the two-year warranty period, as well as contacting the appropriate contractor for correction. Follow-up site visits to observe completed warranty work will be included. The Design Professional will conduct a post-occupancy evaluation.

The Design Professional shall consider the following when providing their services:

- University Design Guidelines and Technical Standards;
- University's commitment to our Climate Action Plan and sustainability goals.

DIVISION III – OPTIONAL PRE-SUBMITTAL CONFERENCE

An optional **Pre-Qualifications Conference** will be held online as follows:

DATE:	Monday, December 22, 2025
TIME:	10:00 AM Arizona local time
LINK:	https://teams.microsoft.com/join/19%3ameeting_OTI5YjMzNTgtMTNmYS00MjY4LWI4YWwtMDI3ZTA0ZDAzYjQ0%40thead.v2/0?context=%7b%22Tid%22%3a%2227d49e9f-89e1-4aa0-99a3-d35b57b2ba03%22%2c%22Oid%22%3a%222c37aaf0-f3fb-493b-90d9-84ed06639cab%22%7d

The conference may be recorded and may be posted as soon as possible following the conference on the following webpage: <https://in.nau.edu/facility-services/pdc/bids-rfq/>.

At this pre-submittal conference, University staff will discuss the scope of work and general contract issues, and also respond to questions from the attendees. As University staff will not be available to respond to individual inquiries regarding the project outside of this pre-submittal conference, it is strongly recommended that interested firms attend the pre-submittal conference.

Neither Offerors, nor members of their team, shall communicate concerning this project with selection committee members, students, and/or employees of the University, except as stipulated above. **Failure to abide by this requirement may result in rejection of the Offeror's Statement of Qualifications.**

DIVISION IV – SELECTION CRITERIA

Basis of award: A selection committee constituted in accordance with Section 3-804 of the ABOR Policy Manual will evaluate the Statements of Qualifications (SOQs) submitted in response to this RFQ based on the criteria identified below under Evaluation Criteria. Offerors determined to be most qualified to perform the specified design professional services will be short-listed and may be sent an invitation to attend an interview. Interviews, if held, will be conducted in accordance with the requirements set out in Section 3-804 of the ABOR Policy Manual and may be held by Teams video conference or in person.

Evaluation Criteria:

<u>Criteria</u>	<u>Maximum Points</u>
(A) Introduction	5
(B) Prime Firm Project Experience	20
(C) Prime Team Member Experience	15
(D) Subconsultant Experience	20
(E) Understanding of the Project/Additional Firm Experience	40
(F) Project Management Controls and Team Approach	30
(G) Work Location	5
(H) Overall Evaluation of the Firm	15
(I) Submittal Certification	0
(J) Résumés	0
TOTAL	150

Deviations and Exceptions: Deviations from the stated requirements or exceptions stipulated by an Offeror in their SOQ may result in disqualification. Language to the effect that Offeror does not consider this solicitation part of the contract may result in rejection of the Offeror's SOQ. Further qualification requirements are outlined in Division V – Statement of Qualifications Requirements.

The SOQ submitted should be fully self-contained and include the information requested below, **presented in order and index tabbed the same**. Additional response formatting requirements are outlined in Division V – Submittal Requirements below.

(A) INTRODUCTION (5 points maximum)

1. Please provide an introductory cover letter highlighting the prime firm's or (if a legal joint venture) prime team's qualifications **for this particular project**. Ensure that it is clear with which firm the University will be contracting. Also, indicate the following information for the **primary point(s)-of-contact** of the prime firm during this procurement process:
 - a. Name
 - b. Telephone number
 - c. **Direct email address – email with this point-of-contact will be the University's primary form of communication with the firm during the procurement process.**
2. Additionally, the license number(s) of the prime architect or engineer for this project must be included. Please note, any firms that are submitting as a joint venture or other

legal partnering agreement must submit the contract for the formal arrangement before an interview, if shortlisted.

3. Provide an organization chart that represents the intended roles, responsibilities, authorities, and relationships of your team. Please include all key subconsultant members of the team. **Indicate who will be the primary point of contact during the delivery of the project and include their name, telephone number and email address.**

(B) PRIME FIRM PROJECT EXPERIENCE (20 points maximum)

Describe a **minimum of five (5) and a maximum of seven (7) projects** similar in terms of project type, size, complexity, budget, and schedule where the Offeror's firm was Architect of Record or Engineer of Record.

The listed projects must demonstrate, through previously completed work, that the firm has developed expertise to provide the services required for this project.

For each project listed, please:

- a) Provide a description of the project, including the name and the size of the institution for which the project was completed (number of buildings and acreage).
- b) Indicate if the project was delivered using the **CMAR method** and describe the firm's experience with that delivery model.
- c) Describe the role of the firm on the project.
- d) Indicate the name and role of all the subconsultants you used on the project.
- e) Highlight examples where the firm was responsible for **significant building system upgrades** (HVAC, electrical, plumbing) and **tenant improvements**, particularly in occupied buildings.
- f) Highlight design features that showcase your firm's unique perspective.
- g) Provide the original agreement schedule by listing Start Date and Completion Date, and the actual start and completion dates, along with an explanation of any differences.
- h) Indicate the name of individuals from the proposed team who worked on each project listed in this section, and what their role was on these past projects.
- i) Provide the name and current phone number of the owner's Project Manager or other representative from the Facilities Management/Construction Department for the project.

A higher evaluation weighting will be applied to those firms who can substantiate successful demonstrated experience on:

- projects that have included higher education libraries, especially occupied facilities
- projects at similar climates and elevations
- projects that were completed by the proposed team for this project (including prime firm and subconsultants team members)
- projects that were designed/completed ten (10) or fewer years ago
- projects that were renovations, as opposed to new construction.

(C) PRIME TEAM MEMBER EXPERIENCE (15 points maximum):

1. Identify the specific individuals from the prime firm who are proposed to be assigned to this project, including their expertise working on similar projects. Résumés are to be

included under Section (J). Clearly identify the specific individual(s) responsible for the following roles:

- The person who will lead the programming effort;
 - The person who will lead the design development effort;
 - The person who will be responsible for day-to-day management of the project, and coordination and communication with the University and its partners during all project phases;
 - The person(s) who will lead any specialty design and engineering design efforts;
 - The person(s) who will lead the project documentation efforts;
 - The person(s) who will lead the design and implementation of any accessibility improvements;
 - Team members' experience on projects involving **higher education library and archives renovations**, emphasizing their specific roles and responsibilities in these aspects.
2. For each key person identified above, provide their length of time with the firm and at least two (2) comparable projects in which they have played a primary role. If a project selected for a key person is the same as one selected for the firm in Section (B) above, provide only the project name and the role of the key person.

For other projects, provide the following:

- a. Description of project
 - b. Role of the person
 - c. Project owner
 - d. Reference information (current name with phone number for each project listed)
3. Describe the current workload and availability of the designated prime team to service the project (include existing projects, pending projects, and this proposed project).

(D) SUBCONSULTANT EXPERIENCE (20 points maximum):

1. Identify the key subconsultant firms, and their primary personnel, who are proposed to be on the team for this project. Résumés are to be included under Section (J). For each firm identified, list **up to five (5) comparable projects** in which they have played a comparable subconsultant role. If a project selected is the same as one selected for the prime firm in Section (B) above, provide only the project name and the role of the firm, along with a more detailed description of the subconsultant scope.

For other projects, provide the following:

- a. Description of project
 - b. Role of the firm and team member names
 - c. Project owner
 - d. Reference information (current name with telephone number for each project listed)
2. Describe each key subconsultant's team member's experience with comparable projects and clarify how these team members contributed to the success of these projects. For example, by managing owner's requirements, sustainability, budget constraints, etc.
3. Describe each key subconsultant's experience working with the prime firm.

A higher evaluation weighting will apply to those Offerors who can provide a subconsultant team that has:

- comparable experience with higher education libraries
- a history working with the Prime Firm successfully completing the projects listed in Section (B)
- projects at similar climates and elevations
- projects that were designed/completed ten (10) or fewer years ago

(E) UNDERSTANDING OF THE PROJECT/ADDITIONAL FIRM EXPERIENCE (40 points maximum):

1. Outline what your team sees as important factors influencing the renovation of higher education library and archives facilities.
2. Discuss the major opportunities and challenges your team has identified on this project and describe how you intend to address those issues.
3. How would your team balance the needs of a library and archives with the needs of academic unit(s) and students who will be housed there?
4. Other than projects previously listed, describe in detail the team's experience and approach to identifying, assessing, and resolving deferred maintenance issues in comparable buildings.
5. Provide a few examples of lessons learned on similar design efforts that you feel are applicable to this project.
6. How do you organize and implement your design process to maximize the reach of the available project budget by achieving dual-purpose modifications?

(F) PROJECT MANAGEMENT CONTROLS AND TEAM APPROACH (30 points maximum):

The success of a project is defined by the engaged participation of every single team member, from both the prime firm and its subconsultants. When answering the questions below, please make sure to consider every team member's contribution.

1. Design Management
 - a. Describe how your firm uses virtual design to provide certainty of project outcomes, communicate the design to stakeholders, and manage cost.
 - b. Describe how you engage with stakeholders and steering committees to garner consensus for a project.
 - c. Describe how your firm would design for stakeholders that include library personnel, faculty, staff, students, and community members.
 - d. Describe the firm's experience in collaborating effectively with a CMAR throughout the design and pre-construction phases, including how you ensure seamless communication and integration of the CMAR's input.
2. Budget Methodology and Cost Control
 - a. Define how estimates of probable construction cost are established and maintained with respect to the Owner's project budget;

- b. Explain how the programming will be developed to set up the project's construction budget for success in future design phases.
 - c. What is your strategy for design completion in alignment with budget constraints (i.e., effectively readjusting at every stage of design)?
 - d. Explain how constructability, recommendations by the CMAR, value engineering, and other design-phase cost controls will be utilized;
 - e. Define how change orders and other potential cost additions during the construction phase will be avoided and controlled.
 3. Quality Control
 - a. Summarize your approach to quality control and quality assurance during planning, design, and construction administration.
 - b. Explain how your firm will ensure that all design review comments are incorporated into properly executed drawings for this project.
 4. Schedule Control
 - a. This RFQ outlines a draft schedule. Provide a proposed design project schedule with recommended phasing for GMP and construction packages.
 - b. Provide information on how to manage the schedule in working within the framework of the University's Design Guidelines and Technical Standards, permit process, and general construction procedures, as well as construction in an occupied building.
 5. Sustainability
 - a. Summarize your firm's approach to sustainability.
 - b. Describe how your team will incorporate life cycle planning and other sustainable design aspects into this project.
 6. Universal Design
 - a. Summarize your firm's approach to universal design.
 - b. Describe how this project will address accessibility and universal applications.
- (G) WORK LOCATION (5 points maximum):** Indicate the proximity of the Offeror's (and subconsultants') office to the NAU campus in Flagstaff, Arizona, and your related ability to efficiently respond to all issues associated with the project. Include any logistical challenges and solutions to your current location in relation to the project location.
- (H) OVERALL EVALUATION OF THE FIRM (15 points maximum):** This is the overall evaluation of the firm/team and its perceived ability to provide the required services, as determined by the selection committee members. No submittal response is required.
- (I) SUBMITTAL CERTIFICATION (no points):** Include completed **Attachment A (RFQ Submittal Certification)** and **Attachment B (No Participation in Boycott of Israel Certification)** found in Part II of this Request for Qualifications.
- (J) RÉSUMÉS (no separate points – these are to be attributed to project team scores):** Résumés will help us determine the skill level and qualifications of each proposed individual related to this specific type of project. Résumés for each key team member, including both prime firm and subconsultants, shall contain employee information only and no additional company information. Résumés shall be limited to a maximum length of one (1) page per person and should not include project pictures or general firm information.

DIVISION V – SUBMITTAL REQUIREMENTS

Firms interested in the above project should submit a Statement of Qualifications using the format listed in Division IV, in order and index tabbed to match. **Failure to follow instructions regarding format may result in rejection of Offer.**

The Statement of Qualifications (SOQ) shall be submitted as:

- One (1) complete SOQ in letter (8.5" x 11") format, using double-sided printing, spiral bound, and clearly marked as original, and two (2) copies clearly marked as copies, for a total of three (3).
- One (1) digital copy of the complete SOQ in a single PDF file on a USB flash drive.
- Use a font size no less than 10 points.
- Limit SOQ to twenty-five (25) pages. Included in the page count are **responses to Division IV Items A through G** (including an **introductory cover letter – item A**). Item H (Overall Evaluation of the Firm) does not require a response. Item I (Submittal Certification) and Item J (Résumés) are excluded from the twenty-five (25) page count. A page is defined as any side of the paper that has content (i.e., a piece of paper printed with information on both sides is considered two pages). **Front and back covers, Table of Contents pages and tabbed divider pages will not be counted if they do not contain submittal information. Résumés should not include project pictures or general firm information.**
- On the outside of the sealed submittal package, display the Offeror's name, along with the NAU project title and project number.

The Statement of Qualifications should be sent or delivered to:

Facility Services Building, Building #77
(southwest corner of Pine Knoll Drive and San Francisco Drive)
Front Reception Desk
Flagstaff, Arizona

- or -

NAU Facility Services
PO Box 6016
Flagstaff, Arizona, 86011

- or for FedEx/UPS/Other Courier -

NAU Facility Services
501 E. Pine Knoll Dr.
Building 77, Main Entrance Reception Desk
Flagstaff, Arizona, 86011

Attention: Kevin McElwee, Contracts Analyst, Planning, Design & Construction

Note: THE DESIGN PROFESSIONAL SHALL NOT SUBMIT OR COMMUNICATE, IN ANY FORM TO THE UNIVERSITY, ANY INFORMATION ON FEES, PRICE (HOURLY RATES), MAN-HOURS, OR ANY OTHER ASSOCIATED COST INFORMATION. ARIZONA LAW

PROHIBITS THE UNIVERSITY FROM CONSIDERING ANY INFORMATION ON FEES, PRICE (HOURLY RATES), MAN-HOURS, OR ANY OTHER COST INFORMATION DURING THE REQUEST FOR QUALIFICATIONS (RFQ) COMPETITION. Accordingly, any sealed formal qualifications that contain any information of this type will be deemed non-responsive, will not be considered, and will be returned to the design professional. This exclusion of information applies to the DP's formal sealed qualifications, to any discussion/interview, and to all other aspects of the RFQ competition.

Please be advised that failure to comply with the following criteria may be grounds for disqualification:

- The specified number of originals and/or copies of the SOQ
- Adherence to the maximum page requirement for the SOQ
- Deposit of SOQ in correct location.
- No submission of pricing information (which is not allowed at the RFQ stage)
- Provision of all required information
- No inappropriate communication (see "Restriction on Communications" in Division VII)

DIVISION VI – THE SELECTION PROCESS AND PROJECT SCHEDULE

SELECTION PROCESS. A Selection Committee will evaluate and score each submitted Statement of Qualifications to arrive at a shortlist of no less than three (3) and no more than five (5) Offerors, who may be required to participate in interviews. The University reserves the right to determine the interview process an optional component and proceed, at its discretion, to verify references. If an interview is held, the Selection Committee may secure additional information and additional reference checks or visit completed projects following the interview.

The following is a tentative project schedule and may be modified as required by the University:

SCHEDULE OF DEADLINES (all times are **Arizona local time)**

Advertise for Services:	Thursday, December 18, 2025
Pre-Submittal Conference (optional, via Teams):	Monday, December 22, 2025, 10:00 AM
Deadline ffor Inquiries:	Friday, January 23, 2026, 12:00 PM
Qualifications Due:	Thursday, January 29, 2026, 2:00 PM*
Interviews with Short-listed Firms (at Owner’s discretion):	week of March 2, 2026 (tentative)
DP Selection	March 2026
Begin Contract Period:	April 2026

* Received sealed qualifications will be opened immediately following the 2:00 PM deadline on January 29, 2025, and Planning, Design & Construction shall publicly announce the names of those firms submitting a response to this RFQ on the Teams meeting link provided below. In-person attendance at this meeting shall not be permitted.

[Qualifications Opening meeting link](#)

Meeting ID: 277 368 648 435 77

Passcode: NG3z2g5z

DIVISION VII – GENERAL INFORMATION

DEFINITIONS. All definitions are per the ABOR Policy Manual, the NAU Standard Form Agreement between Owner and Design Professional (CMAR Edition), and the University's Design Guidelines and Technical Standards, unless otherwise defined herein.

SOLICITATION OF QUALIFICATIONS BY FACILITY SERVICES. All solicitations are performed in accordance with University policies and procedures.

INFORMAL QUESTIONS. If you have informal questions about technical formatting regarding your Statement of Qualifications or if you have informal questions about the purchasing process, please contact: Kevin McElwee, tel.: (928) 523-8692.

The University will answer informal questions verbally. The University makes no warranty of any kind as to the correctness of any verbal answers and uses this process solely to provide minor clarifications rapidly. Verbal statements or instructions shall not constitute an amendment to this RFQ. Offerors shall not rely on any verbal responses from The University. If you have formal questions about any part of this Request for Qualifications that could result in a material issue or a formal amendment to this RFQ, see INTERPRETATIONS AND ADDENDUMS below.

INTERPRETATIONS AND ADDENDUMS. Should an Offeror find any ambiguity, inconsistency or error in the Request for Qualifications, or should the Offeror be in doubt as to its meaning, they shall at once notify the Contract Analyst in writing, who will send a written addendum by email to all Offerors who are on record with Facility Services as having requested to be on the NAU Design Professional or Contractor Listserv, as appropriate for this RFQ. . All addendums will also be posted on the NAU website at: <https://in.nau.edu/facility-services/pdc/bids-rfqs/>. Neither the University nor its representatives will be responsible for verbal instructions or information. Interpretation or correction of the RFQ will be made only by written addendum. The University is not responsible for any other explanations or interpretations of the RFQ.

If an Offeror on the final shortlist fails to receive any addendum, or should fail to acknowledge receipt of same, the Offeror shall have the option of staying on the final shortlist under the terms of the Request for Qualifications or of withdrawing from the final shortlist, in which case the next most qualified Offeror may be added to the final shortlist. The Owner is not responsible for assuring delivery of addendums to any Offeror. Failure to receive addendums or failure to acknowledge receipt thereof shall not constitute a basis for claim, protest, or reissue of the Request for Qualifications.

This RFQ, the Qualifications of the successful Offeror(s), and any addendums issued by the Owner during the RFQ period are to be included in and will become a part of the agreement when awarded. Offeror shall acknowledge receipt of addendums in the space provided in the space provided, on the RFQ Submittal Certification (Attachment A).

All formal inquiries or requests for significant or material clarification or interpretation, or notification to the University of errors or omissions relating to this RFQ must be directed, in writing, by email, to:

Kevin McElwee, Contracts Analyst
Planning, Design and Construction
Facility Services

Northern Arizona University
P.O. Box 6016
Flagstaff, AZ 86011
Email address: kevin.mcelwee@nau.edu

Such requests must be submitted on a copy of the RFQ Inquiry Form in Attachment C to this RFQ. All formal inquiries must be submitted before the deadline for inquiries indicated above. Failure to submit inquiries by this deadline may result in the inquiry not being answered.

RESTRICTION ON COMMUNICATIONS. Neither Offerors nor members of their team shall communicate concerning this project with Selection Committee members, students, and/or employees of the University, except as stipulated above. **Failure to abide by this requirement may result in the rejection of Offeror's Statement of Qualifications.**

PROPRIETARY INFORMATION. If Offeror submits any information considered proprietary, it must be placed in a separate envelope and marked "Proprietary Information". If Owner concurs, this information will not be considered public information. Owner's Legal Counsel is the final authority as to the extent to which material is considered proprietary or confidential. The Owner assumes no liability for disclosure or use of unmarked data. Unless identified, information submitted in response to this RFQ may be disclosed pursuant to the applicable Arizona Public Records Law and applicable Arizona Revised Statutes.

PROFESSIONAL LICENSE/REGISTRATION IN ARIZONA. Any individual or firm that is proposing to perform architectural or engineering services must be appropriately licensed/registered in the State of Arizona at the time of submission of the Statement of Qualifications.

ARIZONA OFFICE. The successful Offeror will be required to establish an office, if one does not already exist, in the State of Arizona. Compliance with this requirement can be satisfied in one of the following two ways:

- 1) Before the Offeror submits a Statement of Qualifications in response to this Request, it may associate with a firm having an office within the state of Arizona, to be evidenced by a written association agreement and included with the RFQ response
- 2) After an Offeror is selected and prior to execution of the Agreement, the Offeror will have established an office in Arizona. An office within the state is evidenced by a mailing address, telephone number, payment of utilities, registration with the Corporation Commission, and possession of appropriate business licenses.

RELATED WORK. The successful firm awarded a contract may be awarded additional work at Owner's discretion for any other modifications or renovations at the project site through the warranty period of the project, which may be authorized under a separate contract.

OFFERORS INTERESTED IN MORE THAN ONE RFQ RESPONSE. No person, firm, partnership, or corporation shall be allowed to submit as a prime firm/team member on more than one (1) Statement of Qualifications for architectural and engineering services on the same project. A person, firm, partnership, or corporation that has submitted as a subconsultant to an Offeror, is disqualified from submitting a Statement of Qualifications for the project as a prime Offeror. A person, firm, partnership, or corporation shall be allowed to submit a subconsultant Statement of Qualifications to more than one (1) Offeror.

OBLIGATIONS. This RFQ does not obligate the Owner to pay any costs incurred in the preparation and submission of Qualifications nor to enter into an agreement with any of the applicants.

SITE VISIT. In advance of negotiating an agreement for design professional services, the highest ranked Offeror may be requested to participate in a site visit with representatives of the Owner to become familiar with the project site and to discuss the Owner's needs. The Offeror's team members in charge of the project, including those from each of the sub-consulting firms, shall attend the meeting.

WITHDRAWAL OF STATEMENT OF QUALIFICATIONS. Statement of Qualifications may be withdrawn either personally or by written request any time before the scheduled date and time set for receipt.

AWARD OR REJECTION OF STATEMENT OF QUALIFICATIONS. Owner has the right to cancel this Request for Qualifications, to reject any or all Statements of Qualifications, and to waive or decline to waive any irregularities in any submitted Statement of Qualifications, or to withhold the award for any reason it may determine in the best interest of Owner and also reserves the right to hold open any or all Statements of Qualifications for a period of NINETY (90) DAYS after the date of opening thereof and the right to accept a Statement of Qualifications not withdrawn before the scheduled opening date.

ACCEPTANCE OF CONTRACT DOCUMENTS. The University has developed standard forms of Design Professional Contracts. If selected as the Design Professional for this Project, Offeror agrees to execute this form of Contract Documents. Provisions in a Statement of Qualifications that conflict with, and/or exceptions to, and/or requests for changes in, the University's contract terms, special conditions, exhibits, and/or other Contract Documents may result in that SOQ being considered nonresponsive and rejected. By submitting a Statement of Qualifications, Offeror also acknowledges its understanding and agreement that the University may make changes in the standard form of Contract Documents and that therefore the form of Contract Documents presented to the successful Offeror may be different from the form of Contract Documents referenced above, in which case the successful Offeror will be given the opportunity to review the changes.

CONTRACT DOCUMENTS: The Contract Documents may include, without limitation, this RFQ, any addendums to this RFQ issued by the University, the SOQ of the successful Respondent, and such other terms as NAU determines are in its best interest and appropriate for the project.

NEGOTIATION OF THE AGREEMENT. Owner may proceed to negotiate a contract for services at a compensation which the Owner determines to be fair and reasonable. In making this decision, Owner may take into account the estimated value of the scope of services, the complexity, and the professional nature of the services to be rendered. If Owner is unable to negotiate a satisfactory contract with the Offeror considered to be the most qualified, at a price determined to be fair and reasonable, negotiations with that Offeror will be formally terminated. Owner may then undertake negotiations with the next most qualified Offeror in sequence until an agreement is reached or a determination is made to reject all Statements of Qualifications. The Owner will negotiate a fee for total services, along with a fee breakdown per each individual phase of the work. The Owner will negotiate Reimbursable Expenses, along with a breakdown of each expense category per each individual phase of the work.

DELIVERY OF INSURANCE POLICIES OR CERTIFICATES AND EXECUTION OF AGREEMENT. Promptly after selection of the most responsible and responsive Offeror, Offeror will begin creating a priced proposal based on the DP Agreement to be executed by the successful Offeror. This DP Agreement will be in the form linked to in Attachment D hereto or Owner's then-current form of agreement. The successful Offeror shall execute and return to Owner the Agreement within ten (10) days after receipt of the Agreement issued after negotiation of the priced proposal. Failure to return the executed copies of the Agreement may result in the rejection of the successful Offeror's Statement of Qualifications and withdrawal of the award. Within three (3) days of issuance of the DP Agreement, the successful Offeror shall deliver to Owner the required insurance policies or certificates in a form satisfactory to Owner. Failure to do so may result in the rejection of the successful Offeror's Statement of Qualifications and withdrawal of the award.

OWNERSHIP OF DOCUMENTS. The Offeror's attention is directed to the DP Agreement, concerning ownership and use of the Design Professional's documents.

RETURN OF STATEMENT OF QUALIFICATIONS. Owner will not return any Statements of Qualifications that are submitted.

AIR POLLUTION. In accordance with an executive order titled "Air Pollution Emergency Proclamation" and modified by the Governor of Arizona on July 16, 1996, the Owner requests that all products used in the performance of any agreement that results from this solicitation be of low- or no-content reactive organic compounds, to the maximum extent possible.

SMALL AND SMALL DISADVANTAGED BUSINESS. Owner is committed to the development of Small Business and Small Disadvantaged Business (SB & SDB) suppliers. If subcontracting is necessary, the successful Offeror shall make every effort to use SB & SDB in the performance of any contract resulting from this Request for Qualifications. Include a statement within your firm's Statement of Qualifications as to whether or not any of your subconsultants falls under either of these categories.

POLICIES. Owner's policies are listed online at: <https://nau.edu/university-policy-library/>. Offeror shall abide by Owner's policies when performing work on behalf of Owner.

PROTESTS. Owner believes that it can best maintain its reputation for treating contractors and/or suppliers in a fair, honest, and consistent manner by conducting solicitations in good faith and by granting competitors an equal opportunity to win an award. If Offeror feels that the Owner has fallen short of these goals, Offeror may submit a protest pursuant to the Arizona Board of Regents procurement procedures, Section 3-809, in particular Section 3-809C. This paragraph does not include all the provisions of the ABOR procedures, but it does provide information to initiate a protest. First, the individual or group has to be an "interested party". An "interested party" is an actual or prospective Offeror submitting a Statement of Qualifications whose direct economic interest may be affected by the issuance of a solicitation, the award of an agreement, or by the failure to award an agreement. Whether an actual prospective contractor has a *direct* economic interest will depend upon the circumstances in each case. At a minimum, the interest must be substantial and must be tangibly affected by the administrative action or proposed action concerned in the case. Second, the protest must be submitted in a timely manner. In procurements requesting Statements of Qualifications, protests based upon alleged errors, irregularities, or improprieties in a solicitation that are apparent before the closing date for receipt of initial Statement of Qualifications shall be filed before the closing date for receipt of initial Statement of Qualifications.

Protests concerning improprieties that do not exist in the initial solicitation, but that are subsequently incorporated into the solicitation, shall be filed by the next closing date for receipt of Statement of Qualifications following the incorporation. In cases other than those just covered, protests shall be filed no later than ten (10) days after an agreement is awarded in connection with the procurement action. Failure to file a protest in a timely manner shall be deemed a waiver of all rights. Third, and finally, protests shall be in writing and shall include the following information: (1) the name, address, area code, telephone number, and fax number of the protestor; (2) the signature of the protestor or its representative; (3) identification of the solicitation or agreement number; (4) detailed statement of the legal and factual grounds of the protest including copies of relevant documents; and (5) the response or relief requested. Protests should be directed to:

Becky McGaugh
Associate Vice President, Procurement & Stores
Contracts, Purchasing, and Risk Management
Northern Arizona University
Building #98B
Box 4124
545 E. Pine Knoll Drive
Flagstaff, AZ 86011

Tel.: (928) 523-6415
Fax: 928) 523-9441
Email: becky.mcgough@nau.edu

Please note that as Owner takes protests very seriously, we expect Offerors to do so as well. Frivolous protests will not result in gain for the Offeror and shall not be considered.

COOPERATIVE PURCHASING AGREEMENTS. An award of contract resulting from this RFQ may be extended for use to other municipalities and government agencies of the state. Any such usage by other municipalities and government agencies must be in accordance with the ordinance, charter and/or rules and regulations of the respective political entity. Any public agencies not identified within this RFQ who wish to cooperatively use the contract are subject to the approval of Offeror.

Owner is a member of S.A.V.E. (Strategic Alliance for Volume Expenditures), which consists of numerous municipalities, counties, universities, colleges, schools, cities, and other Arizona state agencies. These cooperatives are achieved through Intergovernmental Agreements (IGA) in accordance with provisions allowed by A.R.S. § 11-952 and § 41-2632. The IGAs permit purchases of material, equipment and services from proposers at the prices, terms and conditions contained in contracts originated between any and all of these agencies and a successful Offeror.

TIME. All time shall be assumed to be Arizona local time.

PART II – ATTACHMENTS

- Attachment A: RFQ Submittal Certification
- Attachment B: No Participation in Boycott of Israel Certification
- Attachment C: RFQ Inquiry Form
- Attachment D: Weblinks to NAU Standard Form Agreements
- Attachment E: Facility Condition Assessment Report

ATTACHMENT A: RFQ SUBMITTAL CERTIFICATION

(Date)

Facility Services
Northern Arizona University
Flagstaff, AZ 86011

The undersigned certifies that to the best of his/her knowledge: Check one.

- There is no officer or employee of Northern Arizona University who has, or whose relative has, a substantial interest in any agreement award subsequent to this Statement of Qualifications.
- The names of any and all public officers or employees of Northern Arizona University who have, or whose relative has, a substantial interest in any Then agreement award subsequent to this Statement of Qualifications are identified by name as part of this submittal.

The undersigned further certifies that their firm IS or IS NOT currently debarred, suspended, or proposed for debarment by any federal entity. The undersigned agrees to notify the University of any change in this status, should one occur, until such time as an award has been made under this procurement action.

The undersigned further agrees that their firm or individual warrants to the University, that they have completed an internal manpower loading plan and their firm has the personnel and resources to complete this project, should their firm or an individual be awarded this project.

In compliance with **NAU PROJECT 09.280.261 – Cline Library Renovations** project and after carefully reviewing all the terms, conditions and requirements contained therein, the undersigned agrees to furnish such goods/services in accordance with the specifications/scope of work.

THE FOLLOWING ADDENDA ARE HEREBY ACKNOWLEDGED AS FOLLOWS:

ADDENDUM NUMBER: ____ DATED: _____ ADDENDUM NUMBER: ____ DATED: _____

ADDENDUM NUMBER: ____ DATED: _____ ADDENDUM NUMBER: ____ DATED: _____

FORM OF AGREEMENT. The undersigned certifies that the undersigned has read Owner’s current pro forma of Agreement Between Owner and Design Professional (Construction Manager at Risk) including the contract with the construction manager at risk and general conditions, which contain provisions applicable to the design professional, all of which are attached to the RFQ. If selected as the design professional for this project, the undersigned agrees to execute this agreement, subject only to the exceptions listed in the space below. The undersigned understands that any exceptions taken to the agreement that are not accepted and/or approved by the Owner may be a basis for rejection of the undersigned’s Statement of Qualifications as non-responsive. The undersigned also understands that Owner may make changes in the standard form of agreement and that therefore the form of agreement presented to the successful Proposer may be different from the agreement attached to the RFQ, in which case the successful Proposer will be given the opportunity to review the changes.

List any objections to agreement here or attach a separate sheet behind this certification:

(Firm)

(Address)

(Signature required)

(Phone no.)

(Print name)

(Email)

(Title)

(Fed. tax id no.)

ATTACHMENT B: NO PARTICIPATION IN BOYCOTT OF ISRAEL CERTIFICATION

No Boycott of Goods or Services from Israel. If the Goods/Services provided under this Agreement include the acquisition of services, supplies, information technology or construction with a value of at least \$100,000 and Supplier is engaged in for-profit activity and has 10 or more full-time employees, then, to the extent required by ARS § 35-393.01, Supplier certifies it is not currently engaged in, and during the term of this Agreement will not engage in, a boycott of goods or services from Israel.

Name of Offeror		
Name of Contact		Title of Contact
Address 1		Address 2
City	State	Zip Code
		-
Telephone Number		E-mail address, if available
() -		() -
Print Name of Offeror's Authorized Agent		Signature of Offeror's Authorized Agent
Title of Offeror's Authorized Agent		Date

**AN AUTHORIZED AGENT OF THE OFFEROR
SHALL SIGN THE NO PARTICIPATION IN BOYCOTT OF ISRAEL**

ATTACHMENT C: RFQ INQUIRY FORM

(To be used for Pre-submittal Questions, General Clarifications, etc.)

PROJECT NAME: Cline Library Renovations

PROJECT NUMBER: 09.280.261

INQUIRY DEADLINE: Monday, January 26, 2026, by 12:00 PM

QUESTIONS ON: ORIGINAL RFQ PACKAGE or ADDENDUM #

SECTION NUMBER: _____

WRITER: _____

EMAIL: _____ PHONE NUMBER: _____

COMPANY: _____

COMPANY EMAIL: _____

DATE: _____

QUESTIONS: _____

ATTACHMENT D: WEBLINKS TO NAU STANDARD FORM AGREEMENTS

The Design Professional Standard Form Agreement and Exhibit A thereto, along with the Construction Manager at Risk Standard Form Agreement and General Conditions, are located at the following website, under "Contracts": <https://in.nau.edu/facility-services/dp-contract/>.

ATTACHMENT E: FACILITY CONDITION ASSESSMENT REPORT

[See following page for the Cline Library Facility Condition Assessment Report issued in September 2020]



Northern Arizona University

Facility Condition Assessment Report

Cline Library (Bldg. #28) and Gammage Administration (Bldg. #1)

NAU #11.020.202

FLAGSTAFF, AZ

JULY 2020 (REVISED SEPTEMBER 2020)

FOR THE
LIFE OF
YOUR
BUILDING



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Northern Arizona University – Cline/Gammage Facility Condition Assessment

Executive Summary

The contents of this report present the results of the Facility Condition Assessment (FCA) performed at the Cline Library (Building 28) and the Gammage Administration Building (Building 1) located on the Northern Arizona University campus. Both of the subject buildings were inspected during the period of June 29 – July 1, 2020 between the hours of 8:00 a.m. and 5:00 p.m. PDT. Weather was sunny and 80°F during this period. The Department of Planning, Design & Construction at Northern Arizona University intends to utilize the findings of this report to prioritize maintenance efforts as well as plan for future maintenance and replacement costs associated with Cline Library and the Gammage Administration Building.

FACILITY SUMMARY – CLINE LIBRARY

The building is located at 1001 South Knoles Drive, Flagstaff, AZ 86001. The original construction was completed in 1966 and included approximately 32,000 square feet. An addition of approximately 70,000 square feet was completed in 1980. The third phase of construction occurred in 1991, adding another 109,312 square feet for a combined total of 211,312 square feet. The Library includes 85,923 square feet on the First Level, 85,923 square feet on the Second Level, 30,883 square feet on the Third Level, and 8,583 square feet of Basement area. Of note, the Second Level includes the Collections Area, a secured space that is a repository for numerous irreplaceable artifacts and documents of historical significance.

The primary mechanical systems serving the Cline Library consist of 145 Water-Source Heat Pumps in the 1991 portion of the building, which are served by a single Cooling Tower and associated pumps. The 120-ton Chiller, built in 1964, has been abandoned for decades. The 140-ton Chiller, built in 1991, has not been enabled since 2015, and it is unknown if this chiller is operational at this time. Chilled-water, originating at the Main Plant, serves the Heat Pump Condenser Water Loop and the 15 Air Handler Chilled Water Coils. The chilled-water loop temperature set point can be reset at the Main Plant per seasonal requirements via the Alerton Building Automation System (BAS). Additionally, the Condenser Water System (CWS) includes three 125,000 gallon (each) storage tanks located in the 1991 Mechanical Room. These storage tanks serve both the CWS and the fire protection sprinkler system which is extremely unusual from a design perspective. Once the chillers are replaced, the chilled water system (CHWS) piping (which is currently completely isolated and drained at the two chillers) will need to be opened to the remainder of the CHWS piping. Considering that most of the HVAC/Mechanical items in Cline Library date to either 1966, 1980, or 1991, most existing HVAC components will require replacement soon.

Many of the Electrical and Plumbing components are nearing the end of their expected useful lives or are past their expected useful lives. Approximately 80% of all electrical panelboards, switchboards, transformers, and motor control centers are 1991 or older. Five out of the six steam-to-heating water heat exchangers are in very poor condition and well past their expected useful lives.



Fig. 1: Cline Library

Northern Arizona University – Cline/Gammage Facility Condition Assessment

Per the request of NAU Facilities, a cost estimate to convert the steam baseboard units located in all three phases of the Cline Library to HW baseboard units has been provided by McKinstry. Refer to Appendix A, Steam System Alternate Project for details.

Overall, the Mechanical, Electrical and Plumbing Capital Planning expenditures associated with Cline Library that are anticipated within the next ten year period are substantial at \$11,443,042. Refer to the CAP Plan Summary section below for details.

FACILITY SUMMARY – GAMMAGE ADMINISTRATION BUILDING

[Gammage information removed]

Northern Arizona University – Cline/Gammage Facility Condition Assessment

[Gammage information removed]

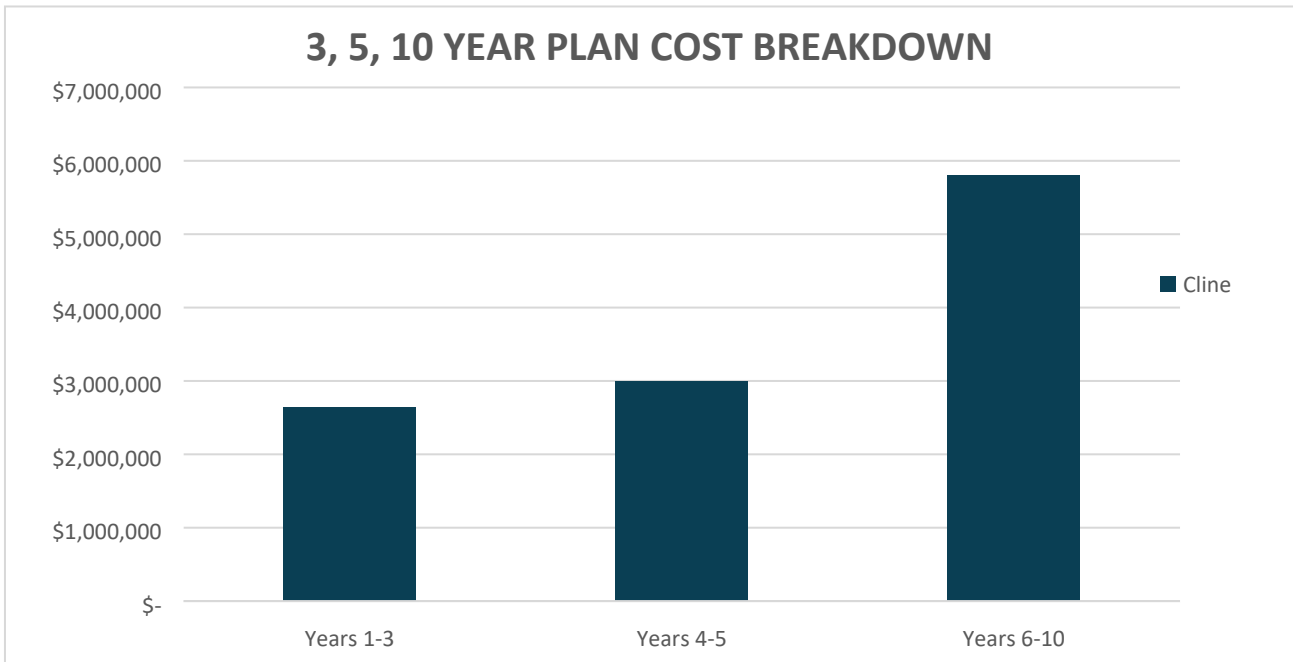
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Northern Arizona University – Cline/Gammage

Facility Condition Assessment

CAP PLAN SUMMARY – CLINE & GAMMAGE

The estimated replacement costs for equipment expected to fail within the next ten years is shown below, broken up into three separate plans. These plans are the 3-year plan, 5-year plan, and 10-year plan. Each plan includes the equipment expected to fail during these periods, based on the observed condition of the equipment at the time of the assessment.



FACILITY NAME	YEARS 1-3 REPLACEMENT COST	YEARS 4-5 REPLACEMENT COST	YEARS 6-10 REPLACEMENT COST
CLINE LIBRARY	\$ 2,638,167	\$ 2,997,705	\$ 5,807,170

Northern Arizona University – Cline/Gammage

Facility Condition Assessment

Approach/Method

BUILDING/SITE LIST

The scope of the FCA project included assessments on the following buildings/sites.

FACILITY NAME	AREA (SF)	YEAR(S) BUILT
CLINE LIBRARY	211,312	1965, 1980, 1991

RATINGS METHODS AND SCORING

To allow the facility more flexibility in prioritizing its capital planning efforts, McKinstry has developed the following metrics which assign a score to each asset.

Condition

Condition ratings are presented for each asset as a score of 1 – 5. Scores are based upon a visual inspection during the building evaluation period. A score of 1 signifies that the asset is in great, “like new” condition. A score of 2 indicates that the asset is in good condition. A score of 3 signifies that the asset is in expected “average” condition based off function and the age of the asset. A score of 4 signifies that the asset is in poor condition, in need of repair, and will require replacement soon. A score of 5 signifies that the asset is in very poor or failed condition and in need of imminent replacement.

SCORE	CONDITION ASSESSMENT
1	Asset is in great condition, no action required
2	Asset is in good condition, regular maintenance expected
3	Asset is in expected condition, regular replacement/maintenance expected
4	Asset is in poor condition, maintenance/replacement recommended soon
5	Asset is in very poor condition, urgent replacement needed

Occupant Impact

Occupant Impact scores are presented for each asset on a scale of 1 – 5. This metric considers occupant comfort as well as health and safety risks associated with the equipment if it were to fail. For example, if an air handler serving a critical space in the building fails, and there is no backup unit to serve the space, the asset will receive a score of 5, indicating a severe occupant impact. If an air handler fails that serves a common area, and there is a backup unit present, the asset will receive an Occupant Impact score of 3, signifying a moderate impact to the occupants of the building. An Occupant Impact score of 1 will be assigned to an asset that serves a typically unoccupied area (such as a mechanical room or basement corridor) such that if it were to fail, the asset would not have a significant impact on the occupants of the building.

Northern Arizona University – Cline/Gammage

Facility Condition Assessment

SCORE	OCCUPANT IMPACT SCORE
1	Failure poses no significant occupant impact.
2	Failure poses low occupant impact.
3	Failure poses moderate occupant impact. Asset serves non-critical area or has backup.
4	Failure poses high occupant impact.
5	Failure poses severe occupant impact. Asset serves critical area and has no backup.

Energy Impact

Energy Impact scores are presented for each asset on a scale of 1-5. Each of the assets within the scope of this assessment were evaluated based on the amount of energy impact the equipment were to have if replaced with a new item. There are three aspects to be considered in the Energy Impact score: cost of energy, carbon footprint, and impact to local emissions. These aspects are weighted at 20% for cost of energy, 50% for carbon footprint, and 30% for emissions impact.

For example, if a pump motor that is well beyond its expected useful life fails, the replacement for that pump motor will be substantially more energy efficient due to advances in technology and engineering since the time that the original pump motor was installed. Such an asset will receive a score of 5 since replacement of the asset will necessarily result in increased energy efficiency. Another example of an asset that would receive an Energy Impact score of 5 is a dated fluorescent lighting fixture that will be replaced with a much more energy efficient LED lighting fixture. Items such as a roof access hatch or carpet flooring will receive an Energy Impact score of 1, as their replacements will not gain any energy efficiency. An example of an asset that will receive an Energy Impact score of 3 is a heat exchanger that is well beyond its expected useful life. Replacement of this asset will not increase energy efficiency due to technological improvements made during the lifespan of the asset, but replacement of a new like item will increase energy efficiency to the system solely due to that new asset operating at peak efficiency.

SCORE	ENERGY IMPACT SCORE
1	Replacement of asset results in little or no energy impact
2	Replacement of asset results in low energy impact
3	Replacement of asset results in moderate energy impact
4	Replacement of asset results in high energy impact
5	Replacement of asset results in severe energy impact

Industry Life Expectancy

The designed life expectancy for a given asset is determined using a combination of widely accepted industry standards including ASHRAE and BOMA, as well as a manufacturers' database of equipment life expectancies. This value is expressed in number of years.

Observed Remaining Life

The Observed Remaining Life is also expressed in number of years and takes into consideration the function and operating environment of the asset, as well as a determination based upon a visual inspection of the asset. The

Northern Arizona University – Cline/Gammage

Facility Condition Assessment

Observed Remaining Life value may vary from the Design Life value. For example, a secondary heat exchanger that has been well maintained may have an Observed Remaining Life that is greater than the expected Design Life. Likewise, a primary chilled water pump that has not been well maintained, and shows visual signs of premature wear and tear, may have an Observed Remaining Life that is less than the expected Design Life.

SCOPE

The scope of this facility condition assessment includes the major mechanical, electrical, and plumbing equipment as well as exterior envelope and interior finish items deemed to have a significant impact upon the operation and occupancy of the buildings. Building superstructure, site, appliances and kitchen equipment were excluded from the assessment.

The table below lists the general asset types included within the scope of this assessment. Also shown is the corresponding Unifomat code, which has been used to catalog equipment based on type and intended use.

UNIFORMAT CODE	CATEGORY DESCRIPTION
A10	Foundation
B20	Exterior Vertical Enclosures (i.e., walls, windows, doors)
B30	Exterior Horizontal Enclosures (i.e., roof, skylights, hatches)
C10	Interior Construction (interior doors)
C20	Stairways
C30	Interior Finishes (flooring, wall and ceiling finishes)
D10	Conveying (i.e., elevators)
D20	Plumbing (i.e., water heating, pumps, compressed air)
D30	Heating, Ventilation and Air Conditioning
D50	Electrical (panels, transformers, switchgear)

COST ESTIMATING

Each asset receives an Estimated Replacement Cost, presented in dollars. The Estimated Replacement Cost includes both the material cost of the asset and the installation of that asset. This information is intended to assist in the prioritization and resource allocation associated with maintenance and capital replacement projects. Cost estimates are determined using specific characteristics of each asset (tonnage, motor size, capacity, etc.) along with one of several cost information data sets. These data sets include industry standards, localized RSMeans data, and data sourced through McKinstry's construction division. Additionally, site specific construction and equipment invoices have been utilized as available. All estimated costs are based upon 2020 figures.

Northern Arizona University – Cline/Gammage Facility Condition Assessment

Findings

TOP TEN ISSUES

The lists below indicate the top ten issues for each building assessed, based on asset condition, occupancy impact and observed remaining life. Items on these lists likely need immediate replacement or maintenance to reduce further negative occupant impact.

CLINE LIBRARY (BUILDING 28)

1. Water-Cooled Chiller-1, located in the 1991 Mechanical Room, has not been enabled since 2015. NAU Maintenance Staff is unsure whether or not Chiller-1 could enable at this time if started up. This is a 1991-built, 140-ton Carrier Water-Cooled Chiller with an estimated replacement cost of \$274,797 (see Figure 3, below).
2. Water-Cooled Chiller-2, located in the 1966 Mechanical Room (Room 156), has been abandoned for several decades. As both Chiller-1 and Chiller-2 are inoperable and/or abandoned, chilled-water is provided to the Cline Library by the Main Plant. Chiller-2 is a 1964-built, 120-ton Carrier Water-Cooled Chiller with an estimated replacement cost of \$250,636 (see Figures 4 and 5, below).



Fig. 3: Chiller-1



Fig. 4: Chiller-2 (Abandoned)



Fig. 5: Chiller-2 tubes exposed

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3. Steam-to-Heating Water Heat Exchangers -2,3,4,5,6: These five Heat Exchangers all date to the original 1966 construction, and all are considered to be in very poor condition. These five heat exchangers are enabled on a seasonal basis, and per NAU staff they all continue to function. Heating water in Cline Library is supplied by Electric Water Heaters in the 1966 and 1980 sections of the building on a year-around basis. Steam-to-Heating Water Heat Exchangers -2,3,4,5,6 serve the 15 Air Handler Hot Water Coils seasonally. Replacement of these five Heat Exchangers is estimated at \$92,500 (see Figure 6).
4. Condensate Tank/Pumps 28-1-8 & 9: The Condensate Tank dates to 1966, and the associated pumps are approximately 10 years old. The entire Condensate System is currently abandoned in the 1966 portion of the building. The Condensate Tank/Pumps should be replaced at the same time that the 1966 Heat Exchangers are replaced. Estimate replacement cost is \$9,000 (see Figure 7).



Fig 6: Heat Exchanger – 2



Fig 7: Condensate Tank/Pumps

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5. Chilled Water Pumps 28-1-2,3,4: As Chiller-2 has been abandoned in the 1966 section of the building, so too have these three associated pumps. The Chilled Water Pump 28-1-2 motor has been removed entirely, and the others are abandoned in place. CHW Pumps should be replaced at the time that Chiller-2 is replaced. Estimated cost is \$32,427 for all three pumps. (See Figure 8).
6. Chilled Water Pumps 5 & 6: These two 1991-built Chilled Water Pumps are associated with Chiller-1, which has been disabled since 2015. These pumps remain disabled in the 1991 Mechanical Room. NAU staff are unsure whether or not Pumps 5 & 6 are functional if they were to be started up. CHW Pumps 5&6 should be replaced at the time that Chiller-1 is replaced. Estimated cost is \$26,235 for both pumps. (See Figure 9).



Fig 8: Chilled Water Pump 28-1-2



Fig 9: Chilled Water Pump-5

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7. Exhaust Fan - North Switchgear Room: During the on-site inspection, this EF was found to be missing its motor belt and was disabled at the starter. EF was built in 1991, so is past its expected useful life, but it appears that if the belt is replaced the EF can be used for several more years (see Figures 10 & 11).
8. Electrical Panels 1P4, 2HP2, & 3P2: These three panelboards have cabinet covers that are missing screws, therefore allowing live electrical components to be exposed. Panelboards are electrocution hazards. All three can be easily repaired by NAU staff (see Figure 12).



Fig 10: EF- North Switchgear Room



Fig 11: Missing belt

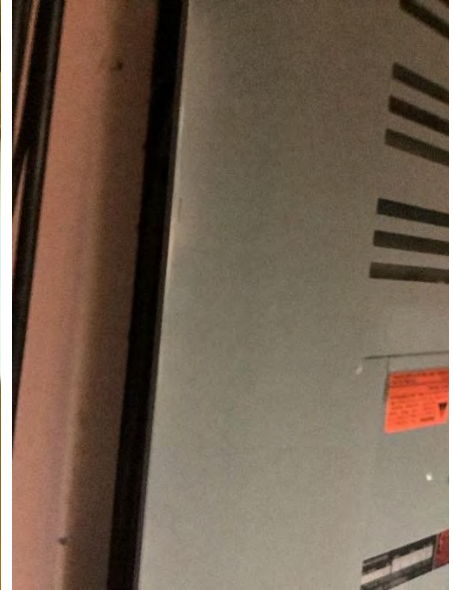


Fig 12: Panel 1P4

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9. Sump Pump - 3 Basement 1966 Mechanical Room: Built in 1966, this Sump Pump serves the Basement 1966 Mechanical Room, which is occupied by several electrical components including a switchboard, transformer, and motor control center. Unit is 38 years past its expected useful life and is in “very poor” condition. NAU Mechanical Staff does not believe this Sump Pump is operational. Estimated cost to replace is \$9,555. (See Figure 13).
10. Heating Water Pumps 28-1-6 & 7: Built in 1966, these two HW Pumps are 38 years past their expected useful lives. Both pumps are in “very poor” condition, though they currently continue to operate. Estimated cost is \$29,240 for both pumps. (See Figure 14).



Fig 13: Sump Pump - 3 Basement 1966 Mechanical Room

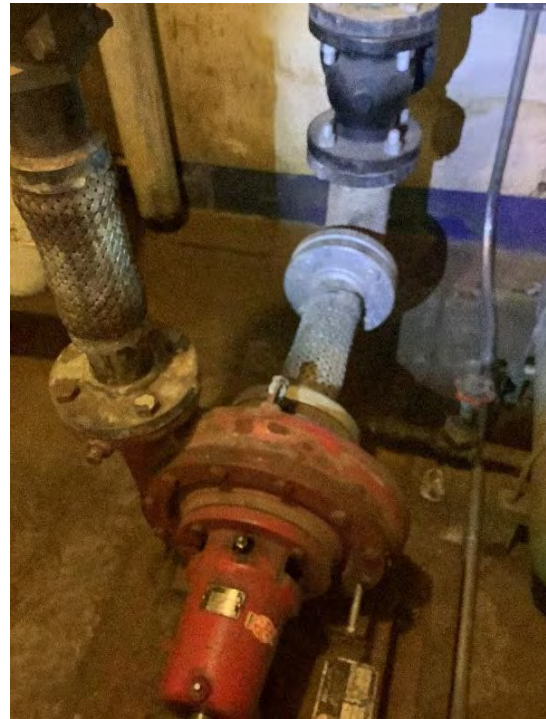


Fig 14: Heating Water Pump 28-1-6

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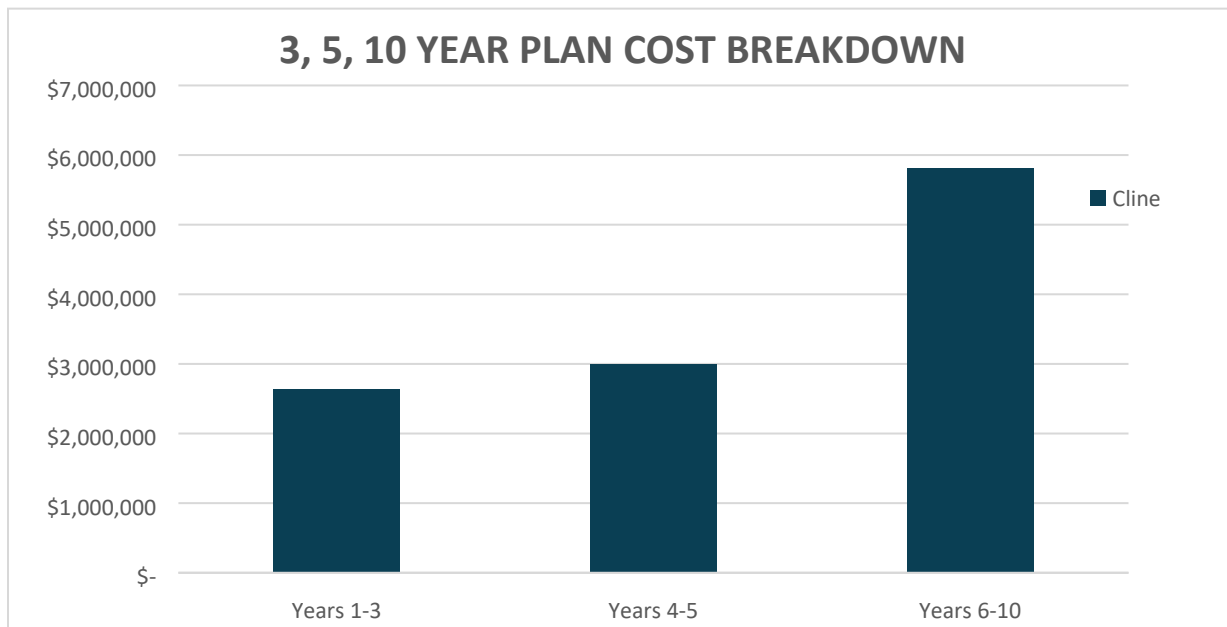
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Facility Condition Assessment

3-, 5-, 10-YEAR PLANS

The following sections present the expected equipment replacement costs over the next ten years, broken into three separate plans. These plans are the 3-year plan, 5-year plan, and 10-year plan. Each plan includes the equipment expected to fail during these periods, based on the observed condition of the equipment at the time of the assessment. Note, the 3-year plan includes assets failing within the next three years, the 5-year plan includes assets failing between four and five years, and the 10-year plan includes assets failing between in the next six to ten years from the assessment date.

The chart below presents the total expected replacement costs for each plan, broken down for each of the buildings assessed. Note that these values represent current year (2020) replacement costs.



FACILITY NAME	YEARS 1-3 REPLACEMENT COST	YEARS 4-5 REPLACEMENT COST	YEARS 6-10 REPLACEMENT COST
CLINE LIBRARY	\$ 2,638,167	\$ 2,997,705	\$ 5,807,170

Northern Arizona University – Cline/Gammage

Facility Condition Assessment

3-Year Plan

The table below displays total replacement costs by facility, the number of associated assets expected to fail within the next three years, and the distribution of assets by facility within the 3-year plan. Assets requiring replacement or extensive maintenance in this plan are presented in Appendix A.

FACILITY NAME	3 YEAR ASSET QUANTITY	3 YEAR REPLACEMENT COST
CLINE LIBRARY	201 (91%)	\$ 2,638,167

5-Year Plan

The table below displays total replacement costs by facility, the number of associated assets expected to fail within the next four to five years, and the distribution of assets by facility within the 5-year plan. Assets requiring replacement or extensive maintenance in this plan are presented in Appendix B.

FACILITY NAME	5 YEAR ASSET QUANTITY	5 YEAR REPLACEMENT COST
CLINE LIBRARY	59 (48%)	\$ 2,997,705

10-Year Plan

The table below displays total replacement costs by facility, the number of associated assets expected to fail within the next six to ten years, and the distribution of assets by facility within the 10-year plan. Assets requiring replacement or extensive maintenance in this plan are presented in Appendix C.

FACILITY NAME	10 YEAR ASSET QUANTITY	10 YEAR REPLACEMENT COST
CLINE LIBRARY	64 (80%)	\$ 5,807,170

DATA-DRIVEN MAINTENANCE APPROACH

Included with the submission of this report is the FCA Data Collection Workbook, which includes all data collected for each asset. The Workbook can be used to quickly sort through equipment and prioritize maintenance and replacement efforts. Additional observations and equipment details are provided within the workbook for each asset. Each asset is classified according to building system, size, capacity, and other standards, as well as ratings of current condition and impact of failure. Such organization and classification facilitate searching and sorting the data for maintenance and replacement priorities.

As mentioned above, the impact ratings help to compare one asset to another. Based on observed condition and impact scores, the future maintenance priorities for each building are described further in later sections.

As each of the components identified in the workbook is repaired or replaced, the information can be revised to reflect the new conditions. Remaining useful life values can also be manually iterated one year from the

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assessment date to reflect fewer remaining years of life. Assets no longer in service can be removed from the list. Similarly, asset that have been newly installed can be added to the list. Following the impact guidelines, relative priority can be calculated for these assets.

Summary Pages

The summary pages assign a composite Overall Priority Score to each of the six sites included in the Facility Condition Assessment. Priority Scores range from 5 (best) to 25 (worst), and are based on condition, occupant impact, student teacher impact, estimated replacement cost, and observed remaining life. In addition to the Overall Priority Score, each Subsystem category within the site is assigned a Priority Score. The Subsystem scores are color coded to reflect the level of priority: ≤ 10 = Green, 11-15 = Yellow, ≥ 16 = Red. Each Subsystem category includes a general narrative section under the Description column.

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CLINE LIBRARY SUMMARY



CLINE LIBRARY

BUILDING TYPE:	Education/Library
YEARS BUILT:	1966, 1980, 1991
GROSS SQUARE FOOTAGE:	211,312
DATE ASSESSED:	6/30/2020
OVERALL PRIORITY SCORE:	12.8

SUBSYSTEM	DESCRIPTION	PRIORITY SCORE
A10 – Foundation	The three concrete foundations date to 1966, 1980, and 1991. They are all in average condition for their respective ages, with no major cracking or heaving observed. Approximately 30-50 years of expected useful life remaining.	12.7
B20 – Exterior Vertical Enclosures	The exterior walls are in average condition. Doors and windows will require replacement in the next 5-15 years. Minor leaking observed at the Roof Cupola Windows.	11.5
B30 – Exterior Horizontal Enclosures (Roofing)	The EDPM roof dates to 2013 and is in good condition. The single roof hatch is damaged and in poor condition. Roof hatch is difficult to open due to damage.	12.5
C10 – Interior Construction	The 1966 interior wood doors were observed to require replacement within the next 7 years. The 1980 and 1991 interior wood doors were observed to require replacement within the next 15-25 years.	11.0
C20 – Stairways	The eight stairways, one spiral staircase, and three ramps are in average to good condition. Upgrades are recommended within 15-20 years.	10.3
C30 – Interior Finishes	All interior floor, wall, and ceiling finishes are due to be updated in the next 7-10 years except for the 1966 carpeting, which is 42 years past expected useful life. Recommend replacing 1966 flooring within 2 years.	13.1
D10 – Conveying	The 1978-built Elevator-3 is 12 years past expected useful life, and subject to replacement within 5 years. The two 1991-built elevators will require replacement in 7 years. The 2005-built Stack Elevator needs to be replaced in 18 years.	14.0
D20 – Plumbing	Two Electric Water Heaters will need to be replaced in the next two years. Other plumbing components are average. See D30-HVAC for poor condition HVAC pumps and heat exchangers.	12.7
D30 – HVAC	Two Water-Source Chillers are disabled/abandoned. Many of the CHW, CW, and HW Pumps are abandoned or are in very poor condition. All AHUs and Heat Pumps are 2-5 years from expected replacement, which represents a substantial Capital Expenditure.	15.4
D50 – Electrical	Most of the electrical components date to the original 1966, 1980, and 1991 construction phases. As such, many components will require replacement in the next 2-10 year time frame. Combined, these electrical item replacements represent a substantial Capital Expenditure.	14.8

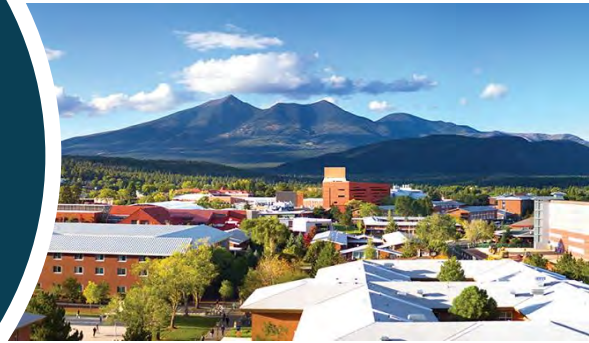
System priority scored from 5 (best) to 25 (worst) based on condition, occupant impact, student teacher impact, estimated replacement cost, and observed remaining life. [≤ 10 = green, 11-15 = yellow, ≥ 16 = red]

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Appendix

A



3-Year Plan Assets List

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Facility Condition Assessment

APPENDIX A: 3-Year Plan Assets List

The individual assets associated with each 3-Year Plan are shown below, sorted from highest to lowest estimated replacement cost.

CLINE LIBRARY #28

REVEAL ID	TAG	DESCRIPTION	OBSERVED REMAINING LIFE (YEARS)	ESTIMATED REPLACEMENT COST
Multiple	Heat Pumps	Heat Pumps, Water Source (145 count)	2-3	\$ 687,449
0280019	1966 Original Flooring	Flooring	2	\$ 382,200
0280047	Chiller-1	Chiller, Wtr Cooled	1	\$ 274,797
0280046	Chiller-2	Chiller, Wtr Cooled	1	\$ 250,636
0280145	Switchgear-8	Switchboard	3	\$ 106,400
0280008	AC-4	Air Handling Unit	2	\$ 85,382
0280009	AC-5	Air Handling Unit	2	\$ 85,382
0280036	Exterior Lighting	Ext Building Ltng	2	\$ 75,890
0280149	Transformer-3	Transformer	3	\$ 50,400
0280003	AC-10	Air Handling Unit	3	\$ 35,861
0280081	MCC-3 Section 1	Motor Control Cent.	2	\$ 34,580
0280064	Expansion Tank -1	Expansion Tank	2	\$ 33,686
0280077	Main Breaker - 1966 Building	Circuit Breaker	2	\$ 33,603
0280082	MCC-3 Section 2	Motor Control Cent.	2	\$ 24,907
0280083	MCC-3 Section 3	Motor Control Cent.	2	\$ 24,907
0280138	Switchgear- Distribution Basement	Switchboard	3	\$ 24,907
0280146	Transformer- Basement	Transformer	3	\$ 22,800
0280367	Heat Exchanger-2	Heat Exchanger	1	\$ 19,500
0280368	Heat Exchanger-3	Heat Exchanger	1	\$ 19,500
0280369	Heat Exchanger-4	Heat Exchanger	1	\$ 19,500
0280039	CHW Pump 28-1-2	Chilled Water Pump	1	\$ 19,383
0280063	Exhaust Fan - North Switchgear Room	Exhaust Fan	1	\$ 18,750
0280060	Electric Water Heater -2	Water Heater	2	\$ 17,000
0280061	Electric Water Heater -3	Water Heater	2	\$ 17,000
0280071	Heat Exchanger-6	Heat Exchanger	1	\$ 17,000
0280072	HW Pump 28-1-6	Heating Water Pump	1	\$ 17,000
0280370	Heat Exchanger-5	Heat Exchanger	1	\$ 17,000
0280078	MCC-4 Basement Mechanical	Motor Control Cent.	2	\$ 16,604
0280152	Sump Pump - 2 Main Mechanical Room	Sump Pump	3	\$ 16,398
0280042	CHW Pump 28-1-5	Chilled Water Pump	3	\$ 13,118
0280048	CHW Pump-5	Chilled Water Pump	3	\$ 13,118
0280049	CHW Pump-6	Chilled Water Pump	1	\$ 13,118
0280073	HW Pump 28-1-7	Heating Water Pump	1	\$ 12,240
0280021	Cooling Tower Pump N	Pump	1	\$ 11,656
0280022	Cooling Tower Pump S	Pump	1	\$ 11,656
0280135	Sump Pump - 3 Basement 1966 Mechanical Room	Sump Pump	1	\$ 9,555

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REVEAL ID	TAG	DESCRIPTION	OBSERVED REMAINING LIFE (YEARS)	ESTIMATED REPLACEMENT COST
0280136	Sump Pump - 1 North Switchgear Room	Sump Pump	3	\$ 9,555
0280099	Panel 1P4	Panelboard	1	\$ 8,630
0280108	Panel 2HP2	Panelboard	1	\$ 6,760
0280125	Panel 3P2	Panelboard	1	\$ 6,760
0280040	CHW Pump 28-1-3	Chilled Water Pump	1	\$ 6,522
0280041	CHW Pump 28-1-4	Chilled Water Pump	1	\$ 6,522
0280001	Pneumatic Control Panel	Air Compressor	3	\$ 5,750
0280029	Rooftop Exhaust Fan-1	Exhaust Fan	3	\$ 5,355
0280030	Rooftop Exhaust Fan-2	Exhaust Fan	2	\$ 4,888
0280050	Condensate Pump -1	Cond Water Pump	2	\$ 4,750
0280051	Condensate Pump -2	Cond Water Pump	2	\$ 4,750
0280052	Condensate Pump 28-1-8	Cond Water Pump	2	\$ 4,500
0280053	Condensate Pump 28-1-9	Cond Water Pump	2	\$ 4,500
0280084	Panel - Parking & Street Lighting	Panelboard	3	\$ 4,260
0280104	Panel 28-3	Panelboard	2	\$ 4,260
0280105	Panel 28-4	Panelboard	2	\$ 4,260
0280129	Panel EM 28-2	Panelboard	2	\$ 4,260
0280130	Panel M	Panelboard	2	\$ 4,260
0280352	Roof Access Hatch	Roof Hatch	1	\$ 3,116
0280058	DW Circulation Pump -3	Pump	3	\$ 1,230
0280044	BFP - Mech 156	Backflow Preventer	2	\$ 400
TOTAL 3 YEAR REPLACEMENT COST				\$ 2,638,167

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Appendix

B



5-Year Plan Assets List

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Facility Condition Assessment

Appendix B: 5-Year Plan Assets List

The individual assets associated with each 5-Year Plan are shown below, sorted from highest to lowest estimated replacement cost.

CLINE LIBRARY BUILDING #28

REVEAL ID	TAG	DESCRIPTION	OBSERVED REMAINING LIFE (YEARS)	ESTIMATED REPLACEMENT COST
0280037	Interior Lighting	Lighting	5	\$ 1,109,388
0280020	Cooling Tower -1	Cooling Tower	5	\$ 256,219
0280026	Elevator 3	Elevator	5	\$ 160,000
0280015	AHU-2	Air Handling Unit	5	\$ 134,221
0280016	AHU-3	Air Handling Unit	5	\$ 134,221
0280014	AHU-1	Air Handling Unit	5	\$ 120,389
0280006	AC-2	Air Handling Unit	4	\$ 85,382
0280038	Roof Cupola Windows	Metal Windows, fixed	5	\$ 60,372
0280004	AC-11	Air Handling Unit	5	\$ 56,352
0280005	AC-12	Air Handling Unit	5	\$ 56,352
0280002	AC-1	Air Handling Unit	5	\$ 56,352
0280007	AC-3	Air Handling Unit	4	\$ 56,352
0280010	AC-6	Air Handling Unit	4	\$ 56,352
0280011	AC-7	Air Handling Unit	5	\$ 56,352
0280012	AC-8	Air Handling Unit	5	\$ 56,352
0280013	AC-9	Air Handling Unit	5	\$ 56,352
0280350	1980 Addition Exterior Windows	Metal Windows, fixed	5	\$ 37,916
0280065	Expansion Tank -2	Expansion Tank	5	\$ 33,686
0280066	Expansion Tank-3	Expansion Tank	5	\$ 33,686
0280067	Exterior Feeder Switch -2	Pwr Distrib Unit	5	\$ 33,000
0280068	Exterior Feeder Switch -1	Pwr Distrib Unit	5	\$ 33,000
0280054	CW Pump-1	Cond Water Pump	5	\$ 27,711
0280055	CW Pump-1A	Cond Water Pump	5	\$ 27,711
0280366	Heat Exchanger-1	Heat Exchanger	5	\$ 27,000
0280074	HW Pump-1	Heating Water Pump	5	\$ 12,240
0280075	HW Pump-2	Heating Water Pump	5	\$ 12,240
0280096	Panel 1P16	Panelboard	5	\$ 8,630
0280100	Panel 1P5	Panelboard	5	\$ 8,630
0280101	Panel 1P6	Panelboard	5	\$ 8,630
0280114	Panel 2P1	Panelboard	5	\$ 8,630
0280116	Panel 2P2	Panelboard	5	\$ 8,630
0280121	Panel 2P7	Panelboard	5	\$ 8,630
0280069	Fire Alarm Panel - Notifier	Fire Alarm System	5	\$ 8,012
0280086	Panel 1HP1	Panelboard	5	\$ 6,760
0280087	Panel 1HP2	Panelboard	5	\$ 6,760
0280091	Panel 1P1	Panelboard	5	\$ 6,760
0280092	Panel 1P11	Panelboard	5	\$ 6,760
0280093	Panel 1P13	Panelboard	5	\$ 6,760
0280094	Panel 1P14	Panelboard	5	\$ 6,760
0280097	Panel 1P2	Panelboard	5	\$ 6,760
0280098	Panel 1P3	Panelboard	5	\$ 6,760

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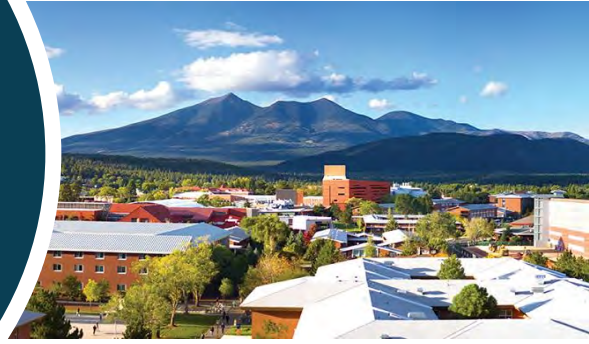
REVEAL ID	TAG	DESCRIPTION	OBSERVED REMAINING LIFE (YEARS)	ESTIMATED REPLACEMENT COST
0280102	Panel 1P7	Panelboard	5	\$ 6,760
0280103	Panel 1P8	Panelboard	5	\$ 6,760
0280109	Panel 2HP3	Panelboard	5	\$ 6,760
0280115	Panel 2P10	Panelboard	5	\$ 6,760
0280117	Panel 2P3	Panelboard	5	\$ 6,760
0280118	Panel 2P4	Panelboard	5	\$ 6,760
0280119	Panel 2P5	Panelboard	5	\$ 6,760
0280120	Panel 2P6	Panelboard	5	\$ 6,760
0280122	Panel 2P9	Panelboard	5	\$ 6,760
0280126	Panel 3P3	Panelboard	5	\$ 6,760
0280127	Panel BP1	Panelboard	5	\$ 6,760
0280106	Panel 2CP1	Panelboard	5	\$ 4,210
0280124	Panel 3P1	Panelboard	5	\$ 4,210
0280085	Panel 1E1	Panelboard	5	\$ 2,830
0280107	Panel 2E1	Panelboard	5	\$ 2,830
0280123	Panel 3E1	Panelboard	5	\$ 2,830
0280167	Shipping CUH	Unit Heater	5	\$ 2,561
0280043	BFP - Main Mech Tunnel	Backflow Preventer	5	\$ 800
TOTAL 5 YEAR REPLACEMENT COST				\$ 2,997,705

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Appendix

C



10-Year Plan Assets List

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Facility Condition Assessment

Appendix C: 10-Year Plan Assets List

The individual assets associated with each 10-Year Plan are shown below, sorted from highest to lowest estimated replacement cost.

CLINE LIBRARY BUILDING #28

REVEAL ID	TAG	DESCRIPTION	OBSERVED REMAINING LIFE (YEARS)	ESTIMATED REPLACEMENT COST
0280159	1966 Original Wall Finishes	Painting and Coating, Exposed Bick & Drywall	8	\$ 1,132,950
0280188	1991 Addition Flooring	Flooring	6	\$ 755,938
0280164	1991 Addition Ceiling Finishes	Acoustic Tiles	10	\$ 474,263
0280151	1991 Addition Wall Finishes	Painting and Coating	8	\$ 428,750
0280147	Transformer-1	Transformer	10	\$ 240,000
0280163	1966 Original Ceiling Finishes	Acoustic Tiles	10	\$ 224,700
0280340	1980 Addition Flooring	Flooring	7	\$ 174,720
0280025	Service Elevator	Elevator	7	\$ 160,000
0280139	Switchgear-2	Switchboard	10	\$ 159,600
0280144	Switchgear-7	Switchboard	10	\$ 159,600
0280140	Switchgear-3	Switchboard	10	\$ 146,300
0280141	Switchgear-4	Switchboard	10	\$ 146,300
0280142	Switchgear-5	Switchboard	10	\$ 146,300
0280143	Switchgear-6	Switchboard	10	\$ 146,300
0280342	1980 Addition Wall Finishes	Painting and Coating	8	\$ 109,760
0280341	1980 Addition Ceiling Finishes	Acoustic Tiles	7	\$ 102,720
0280349	1966 Original Exterior Windows	Metal Windows, fixed	6	\$ 99,530
0280155	Baseboard Heating (Level 3)	Radiant Heater	9	\$ 94,878
0280024	Main Elevator	Elevator	7	\$ 80,000
0280023	S-1 DOAS Unit	DOAS	8	\$ 80,000
0280148	Transformer-2	Transformer	10	\$ 77,060
0280153	Baseboard Heating (Level 1)	Radiant Heater	9	\$ 71,159
0280031	Main Entry Doors	Glass/Storeft Door	8	\$ 47,360
0280337	1966 Interior Doors	Wood Door	7	\$ 44,942
0280362	Spiral Staircase	Stairs	10	\$ 37,125
0280080	MCC-2	Motor Control Cent.	10	\$ 34,580
0280137	Switchgear -1	Switchboard	10	\$ 34,580
0280028	MAU EF-1	Make Up Air Unit	6	\$ 32,600
0280079	MCC-1 Section 5	Motor Control Cent.	10	\$ 24,907
0280371	MCC-1 Section 1	Motor Control Cent.	10	\$ 24,907
0280372	MCC-1 Section 2	Motor Control Cent.	10	\$ 24,907
0280373	MCC-1 Section 3	Motor Control Cent.	10	\$ 24,907
0280374	MCC-1 Section 4	Motor Control Cent.	10	\$ 24,907
0280154	Baseboard Heating (Level 2)	Radiant Heater	9	\$ 18,976
0280062	Exhaust Fan - Main Mechanical	Exhaust Fan	7	\$ 13,850
0280183	AHU-1 SF VFD	VFD	6	\$ 13,600
0280185	AHU-2 SF VFD	VFD	6	\$ 13,600
0280187	AHU-3 SF VFD	VFD	6	\$ 13,600
0280174	AC-2 SF VFD	VFD	6	\$ 11,050
0280176	AC-4 SF VFD	VFD	6	\$ 11,050

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REVEAL ID	TAG	DESCRIPTION	OBSERVED REMAINING LIFE (YEARS)	ESTIMATED REPLACEMENT COST
0280177	AC-5 SF VFD	VFD	6	\$ 11,050
0280134	Snow Melt System	Snowmelt System	10	\$ 10,076
0280170	AC-1 SF VFD	VFD	6	\$ 9,350
0280175	AC-3 SF VFD	VFD	6	\$ 9,350
0280178	AC-6 SF VFD	VFD	6	\$ 9,350
0280179	AC-7 SF VFD	VFD	6	\$ 9,350
0280184	AHU-2 RF VFD	VFD	6	\$ 9,350
0280186	AHU-3 RF VFD	VFD	6	\$ 9,350
0280032	Original Storefront Doors	Glass/Storeft Door	10	\$ 7,893
0280171	AC-10 SF VFD	VFD	6	\$ 6,800
0280180	AC-8 SF VFD	VFD	6	\$ 6,800
0280182	AHU-1 RF VFD	VFD	6	\$ 6,800
0280173	AC-12 SF VFD	VFD	6	\$ 5,780
0280033	Double Metal Doors	Metal Door, Double	7	\$ 5,209
0280172	AC-11 SF VFD	VFD	6	\$ 4,250
0280181	AC-9 SF VFD	VFD	6	\$ 4,250
0280057	DW Circulation Pump -2	Pump	8	\$ 2,844
0280156	CUH (Stair 6)	Unit Heater	6	\$ 2,561
0280157	CUH (Stair 7)	Unit Heater	6	\$ 2,561
0280158	CUH (Stair 5)	Unit Heater	6	\$ 2,561
0280166	Vestibule CUH-A	Unit Heater	8	\$ 2,561
0280168	Vestibule CUH-B	Unit Heater	8	\$ 2,561
0280076	Lighting Dimmer Control Panel - Auditorium	Lighting Controls	8	\$ 2,500
0280035	Single Metal Doors (1980)	Metal Door, Single	8	\$ 1,736
TOTAL 10 YEAR REPLACEMENT COST				\$ 5,807,170

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Appendix

D



Steam System Alternate Project

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Appendix D: Steam System Alternate Project

Project: Northern Arizona University - Cline Library #28		Revision Date: 16-Sep-20	
Scope of Work: Steam System Alternate Project		Budget Phase: DMA	
Description: Opinion of Probable Costs			
Consultant: McKinstry Essention		211,312 SqFt	
A. PROJECT CONSTRUCTION COSTS			
		\$/SQFT	TOTAL
1	Architectural	\$ -	\$ -
2	Equipment & Furniture	\$ -	\$ -
3	Fire Protection	\$ -	\$ -
4	Plumbing		
	Installation of 2,295 LF of new H/W loop piping	\$ 0.55	\$ 115,392
	Installation of one (1) new steam-to-H/W heat exchanger	\$ 0.13	\$ 27,000
	New 5 Hp circulation pump to serve H/W baseboard loop	\$ 0.06	\$ 12,240
4a	Storm	\$ -	\$ -
4b	Sanitary	\$ -	\$ -
5	Mechanical/HVAC		
	Replace 390 LF of baseboard units	\$ 0.88	\$ 185,012
6	Controls - Equipment & Integration	\$ 0.24	\$ 50,000
7	Electrical	\$ -	\$ -
8	Add Alternates	\$ -	\$ -
9	General Conditions	10.0%	\$ 38,964
10	Construction Contingency	5.0%	\$ 19,482
Sub-Total:		\$ 2.12	\$ 448,091
A1. SUB-TOTAL CONST. COST (1 thru 10) =			\$ 448,091
1	Payment and Performance Bond	0.8%	\$ 3,585
2	Insurance	1.3%	\$ 5,601
3	Permits / Fees / 3rd Party Review	0.3%	\$ 1,120
Sub-Total:		\$ 0.05	\$ 10,306
A2. TOTAL CONSTRUCTION COST (SUB-TOTAL A1 + 1 thru 3) =			\$ 458,397
B. PROFESSIONAL SERVICES			
1	Architectural & Engineering Design	5.0%	\$ 22,405
2	Specialty Consultants	0.5%	\$ 2,240
3	Preconstruction	1.0%	\$ 4,481
4	Construction Management	4.0%	\$ 17,924
5	Commissioning	0.0%	\$ -
B1. TOTAL PROFESSIONAL SERVICES (1 thru 5) =			\$ 47,050
C. SUB-TOTAL DESIGN/BUILD CONST. COST (TOTAL A2 + TOTAL B1) =			\$ 505,446
D. DESIGN BUILD FEES			
1	Design Build Fee	0.0%	\$ -
2	Project Contingency	2.0%	\$ 10,109
E. TOTAL COST OF PROJECT			\$ 515,555
1	Project Management Fee	2.0%	\$ 10,311
2	Taxes	8.65%	\$ 44,536
F. TOTAL PROJECT BUDGET			\$ 570,462

Northern Arizona University – Cline/Gammage Facility Condition Assessment

Appendix D: Steam System Alternate Project

Project Scope: Includes the conversion of the existing steam baseboard heaters to heating water baseboard heaters at the Cline Library.

Direct Costs - HVAC **\$ 185,012**

Removal of 390 linear feet of existing steam baseboard units in all three phases of Cline Library buildings, and installation of 390 linear feet of new heating water baseboard units = \$185,012.00 (Cost includes demolition of existing equipment, materials, labor. Cost excludes finish repairs and controls equipment and integration.)

Direct Costs - Plumbing **\$ 154,632**

Installation of 2,295 linear feet of HW loop piping (1.5" O.D., includes all fittings and supports) from 1991 Basement Mechanical Room to baseboard units located on all three floors in all three building phase sections = \$115,392.00 (Cost includes demolition of existing steam piping, materials, labor. Cost excludes finish repairs.)

Installation of new steam-to-HW heat exchanger (125 psi, 168 gpm) located in the 1991 Basement Mechanical Room = \$27,000.00 (Cost includes materials, labor. Cost excludes finish repairs and controls equipment and integration.)

Installation of new 5 Hp circulation pump to serve HW baseboard loop = \$12,240.00 (Cost includes materials, labor. Cost excludes finish repairs and controls equipment and integration.)

Direct Costs - Controls **\$ 50,000**

Estimated cost of controls equipment and integration into the existing BAS = \$50,000 (Cost includes equipment: controllers, wiring, valves. Cost includes software integration and testing by licensed controls contractor. Cost excludes finish repair.)