

DATE: September 28, 2021

SUBJECT: **Short-list and Interview Notice – Architect/ Engineering Team Selection  
Environmental Health and Safety (EH&S) Chemical and Radiation Waste Accumulation Facility,  
project**  
University Park, PATO: **Short-Listed Teams**  
R3A Architecture  
Gannett Fleming Architects

Short-Listed Teams:

The Screening Committee met to determine the short list for this project. The Screening Committee has selected the above two (2) teams as the short-list for this project.

These two (2) firms will be provided a question-and-answer session with the screening committee virtually on **October 8<sup>th</sup>, 2021** as follows:

<b>Gannett Fleming</b>	<b>9:00 A.M. – 10:00 A.M.</b>	<b>Zoom</b>
<b>R3A Architecture</b>	<b>10:30 A.M. – 11:30 A.M.</b>	<b>Zoom</b>

These two (2) firms will interview for the project at The Penn Stater Hotel and Conference Center in State College, PA on **October 19, 2021** with the following schedule. The order of interviews was randomly selected.

<u>Room</u>	<u>Time</u>	<u>Interviewing Team</u>
<b>The Penn Stater - Room 105</b>	<b>8:30 A.M. – 10:00 A.M.</b>	<b>Interview – Gannett Fleming</b>
<b>The Penn Stater - Room 108</b>	<b>10:30 A.M. – 12:00 P.M.</b>	<b>Interview – R3A</b>

The interview rooms will be available half an hour before your assigned time. A projection screen will be provided for your use with connectivity via laptop (IBM compatible) or USB thumb drive. Projector, access to internet, or technology needs are your responsibility. Teams can correspond with The Penn Stater directly, for assistance. Bring an extra copy of your presentation, via thumb drive, for Penn State's use.

The interview format will be 50-minute presentation (including your team introductions), followed by a 40-minute question and answer session. If time is left within your Q+A time, you will be given time for a closing.

Your team should clearly describe why you believe you are the best team for the project, including explanation of your team's differentiators. As a part of the presentation, we request that you address the following topics. Present this information in the format, topic duration, and arrangement of information, best suited to your team.

- **Team and Experience.** Briefly introduce interviewees and their role on the project. Review overall team (organizational chart) and identify the role of key team members/ consultants. Recap overall lead firm and team experience with projects of a similar size, complexity and programmatic uses.
- **Project Approach.** Describe your approach to project success, including, but not limited to:

- Describe the role of the client/user in your process, including what you need from us.
- Describe how the architectural, engineering, and environmental hazard teams will interact with each other and with project stakeholders at different stages of the project. Also, identify which team members will lead critical project efforts, tasks, phases, etc.
- Discuss your approach to identifying actionable project drivers with project stakeholders and your team's experience and/or ability to connect project drivers into realized design solutions. Identify the criteria (and/or approach) to establish priorities and make design decisions?
- Discuss your overall approach to any technical considerations, MEP or building system design and achieving PSU's high performance and sustainability standards.
- **Project Schedule/ Staffing.** Describe your approach to achieving the project schedule, including:
  - Overall impression of the schedule: is it achievable? Do you have proposed revisions?
  - Identify critical path items, milestones, risks, and/or schedule drivers.
  - Directly address your team's availability, especially considering other project/firm workload.
- **Cost Control.** Describe your cost control approach, including, but not limited to:
  - Outline critical factors to consider with respect to the project budget.
  - Discuss your impression of the budget. Identify major risks and mitigation techniques.
  - What strategies will be used to ensure the Conceptual/Schematic designs are executable within the project budget? How will project cost/scope be managed dynamically through the project?
- **Project-Specific Consideration, Program and Project Goals:**
  - Provide a project understanding and provide your impression of provided project information.
  - From a programmatic perspective and specific to the project site, discuss ways to achieve a flexible/adaptable/vibrant/successful facility.
  - Discuss the diversity of the program and space types. Also, highlight expertise in delivering buildings with similar programs, including: Chemical Storage, Radiation Storage, and university workplaces.
  - Highlight any unique insights learned through executing Chemical and Radiation handling projects.
  - Describe how your team will explore different building planning ideas that will "test" different options, including safe handling and storage solutions and other programmatic/spatial relationships.  
We are interested in hearing your ideas about ways to handle the different materials while facilitating some shared functions (such as processing and packing functions).
  - If important to your team, discuss trends and/ or benchmark data specific to this project type.
- **Site/ Design Ideas:**
  - Discuss the site, including: existing conditions, building siting/massing, zoning, sustainability, and ways to best connect the site to the overall campus. If important to your team, discuss options for site approach/entry and design impact of new and/or modified campus connections.
  - How, in your view, can the site be best used while meeting zoning and other restrictions? What would be your design approach with respect to zoning and other restrictions?
  - Utilizing or expanding on the design ideas presented in your proposal, present project specific design ideas and/or considerations for this project. We do not expect final design solutions.

Limit your team's attendance to six (6) people. We strongly prefer to meet with the key contacts for the project that will be working with us on a daily basis. Executive level representation that will not actively participate in the design and construction phases should not attend. In preparation for these interviews, the following documents are provided:

- **Sample Interview Room layout**

- **Non-Binding Fee Form.** Complete and email to Greg Kufner [gak21@psu.edu](mailto:gak21@psu.edu) by 12:00 noon EST on October 15, 2021.
- **Photo requirements.** In the event that your team is selected, we will show the Board of Trustees examples representative of your architectural designs; with this in mind, we require that you submit to us photographs of your work. Requirements for the photographs are described in the attached sheet, but generally photos from your proposal are advisable. It is important that the photographs be representative of the type of project and function like the Chemical and Radiation Waste Facility project.  
Email to Madeline Cantú [mac56@psu.edu](mailto:mac56@psu.edu) by 12:00 noon EST on October 15, 2021.

The result of the interviews will be posted to our website. Questions, comments, or information requests should be directed to myself (info below) or Jason Smith at [jrs399@psu.edu](mailto:jrs399@psu.edu) or (814) 863-4370.

Sincerely,

Greg Kufner, AIA, NCARB



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CC: CRWF Screening Committee