

DATE: February 29, 2024

SUBJECT: **Short-list and Interview Notice – Architect/ Engineering Team Selection
Palmer Repurposing project** – University Park Campus
University Park, PA

TO: **Short-List Notice**
Bohlin Cywinski Jackson
ikon.5 architects
ZGF Architects LLP

Short-Listed Teams:

We would like to thank all the firms that submitted a proposal for the project and congratulations to the Short-Listed firms who continue to the interview phase. To the firms that were not selected, as always, these decisions are difficult.

The Screening Committee met to determine the short list for this project. The Screening Committee has selected the above three (3) teams as the short-list for this project. These three (3) firms will interview for the project at the Steam Services Building in University Park, PA on **March 22, 2024** with the following schedule. The order of interviews was randomly selected.

<u>Room</u>	<u>Time</u>	<u>Interviewing Team</u>
Steam Services Bldg – Room 212AB	8:15 am – 9:35 am	Interview #1 – ikon.5 Architects
Steam Services Bldg – Room 212AB	10:05 am – 11:25 am	Interview #2 – ZGF Architects LLP
Steam Services Bldg – Room 212AB	11:55 am – 1:15 pm	Interview #3 – Bohlin Cywinski Jackson

The interview rooms will be available 15 minutes hour before your assigned time. The interview room is equipped with a presentation monitor for the team’s use and connectivity via bring your own device. A/E teams will present on a laptop that you will provide. Teams should correspond directly with John Ilie (814-863-5499 or Johnilie@psu.edu) for related IT/technology assistance. Access to the internet, or other technology needs, are the team’s responsibility. For questions regarding the logistics for the interview day, contact Taylor Peterson (814-865-1595 or tmm5620@psu.edu). Bring an extra copy of your interview presentation, via thumb drive, for Penn State’s use.

The interview format will be a 45-minute presentation (including your team introductions) followed by a 35-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 an 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 programming, architectural, and engineering teams will interact with each other and with project stakeholders at different stages of the project.
 - 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.
 - Approach to MEP planning/ design/ delivery for this renovation and adaptive re-use. Highlight your expertise with this project type (classrooms, art storage, etc.).
 - Provide initial thoughts, strategies, or challenges to address the building enclosure issues and/or the vapor barrier issues (including issues related to art storage).
 - Discuss your overall approach to any technical considerations and achieving PSU's Design & Construction Standards, including 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.
 - Ideas on how to potentially expedite the schedule, so we could have the classrooms available/open January 2027 (open for Spring semester in 2027), as compared to the March 2027 occupancy date on the RFP.
- **Cost Control.** Describe your cost control approach, including, but not limited to:
 - Provide your impression of the project budget provided. Is it achievable?
 - Highlight your process of cost estimating, scope/budget alignment and cost/quality control through the programming, design and construction phases.
 - Define critical factors and/or key risks with respect to the project budget. Identify corresponding strategies to mitigate the critical factors and/or risks.
- **Project-Specific Consideration, Program and Project Goals:**
 - Provide a project understanding and provide your impression of provided project information.
 - From a programmatic perspective and/or specific to the project site, discuss ways to achieve a highly functional, dynamic, widely used, successful facility.
 - Describe how your team will explore different building planning ideas that will "test" different options, including defining the program priorities, architectural character, flow/functionality of the renovated building, and programmatic/spatial relationships.
 - Discuss firm expertise and point-of-view, specific to the program elements and space types, inclusive of the following:
 - State-of-the-art classrooms, including large lecture halls of various types and styles.
 - As possible, show large classrooms with front of room demonstration tables and/or associated prep spaces in order to support chemistry and physics teaching.
 - Describe your philosophy on how classroom design enables a range of teaching pedagogies.
 - General Purpose Classrooms designed as an instructional computer lab, with a computer available for each individual student.
 - Art Storage, including design/technical, and art relocation experience.
 - Specialized classrooms and/or art studios
 - Informal Learning spaces (student working and study space)
 - 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, campus and building flow, sustainability and environmental considerations, and ways to best connect the site to the overall campus.
 - 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 seven (7) 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:

- **Non Binding A/E Fee Schedule.** Return completed form and billable rates, via email only to gak21@psu.edu by 12:00pm Eastern Standard Time (EST) on March 21, 2024.
- **Example Interview Rooms layout.** This indicates the general room size and layout to expect for your interview.

General questions or comments about the A/E Selection process, or information requests, should be directed to myself (info below) and Dave Peck, Facility Project Manager (dlp50@psu.edu, office: 814.867.2529, mobile: 814.777.6411).

Contact the following person for AV/IT needs related to the interviews: John Ilie (iri100@psu.edu or 814-863-5499). Contact this person for day of interview logistical questions: Taylor Peterson (814-865-1595 or tmm5620@psu.edu).

The result of the interviews will be posted to our website shortly after the interviews on March 22, 2024. Thanks again for your interest and efforts related to this A/E Team Selection process.

Sincerely,

Greg Kufner, AIA, NCARB



University Architect
The Pennsylvania State University
135D Physical Plant Building, University Park, PA 16802
Direct: (814) 865-8177 | Mobile: (614) 512-2287
Office: (814) 865-4402 | Email: gak21@psu.edu

CC: Palmer Repurposing project - Screening Committee



NON-BINDING ARCHITECT AND ENGINEER FEE SCHEDULE

Project: **Palmer Repurposing Project**
University Park, PA

Firm Name: _____

	<u>Hours</u>	<u>Fee</u>
Programming	_____	_____
Schematic Design	_____	_____
Design Development	_____	_____
Construction Documents	_____	_____
Bidding Phase	_____	_____
Construction Administration	_____	_____
Subtotal	_____	_____
Reimbursables (allowance)	_____	_____
Total	=====	=====

	<u>Hours</u>	<u>Fee</u>
Architect	_____	_____
Architect partner (as applicable)	_____	_____
Landscape Architect	_____	_____
Structural Engineer	_____	_____
M/E/P/FP Engineers	_____	_____
Civil Engineer	_____	_____
Art Storage Consulting + Design	_____	_____
A/V, Security, Technology	_____	_____
Cost Estimating	_____	_____
[add Team member(s)]	=====	=====

Total _____

Important notes and additional Information:

- Firms are ranked based on the in-person interviews. Fees are only considered if there appears to be a major discrepancy in the provided fees.
- Aligned with the chart on the first page of this document, we are asking for the fees two ways on this project (1. By design phase; and 2. Broken down by each company/consultant/scope of service). We assume the total cost will match for both sections, but would like to see the two different fee breakdowns.
- Include fees/costs for ALL consultants, broken down as listed above.
- In addition to the above, please include a listing of your billable rates that will be used for this project.
- Please follow the latest reimbursable changes indicated in the 1-P Agreement.

Return completed form and billable rates, via email only to gak21@psu.edu by 12:00pm Eastern Standard Time (EST) on March 21, 2024.

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Penn State A/E Team Selection Example Interview Room Layout

