

DATE: March 07, 2025

SUBJECT: Request for Proposals - Architecture/Engineering Team Selection
Henderson Building Renovation – University Park Campus
University Park, PA

TO: Chiang O’Brien
Gensler
HCA + AEI
KSS
LGA
Quinn Evans
Smith Group
Stantec
VMA
WRA

REQUEST FOR PROPOSALS - PART 1 PROJECT INFORMATION and OWNER REQUIREMENTS

The Pennsylvania State University (PSU) wants to thank the 56 A/E teams that submitted Letters of Interest for this vital project. In addition, after careful review of the received Letters of Interest, PSU would like to congratulate the above **10 teams** who were selected to continue to the next step in the process- the invitation to respond to this Request for Proposal (RFP).

The A/E Selection process is as follows.

- Proposals from the long-listed teams are due at Noon, Eastern Standard Time (EST), **March 21, 2025**.
- The Screening Committee will choose three firms from the RFP respondents. The short-list results and interview notice will be posted on the OPP website by the end-of-day, **April 7, 2025**.
- On **May 1, 2025**, in-person interviews will occur at The Steam Services Building at University Park, PA. This date will not change, so please plan accordingly. Also, Non-Binding Fees for the entire A/E Team are due just before the in-person interviews.
- The A/E Team selection process results will be posted on the OPP website in **May 2025**. We plan to start immediately after contract negotiation to align with the project schedule.

Participation in this A/E Team selection process is voluntary and at no cost or obligation to PSU. PSU reserves the right to waive any informality in any submissions and reject any submission or portion thereof. PSU reserves the right to modify dates as it is necessary.

CONFIDENTIALITY AND NON-DISCLOSURE

A/E Teams may not make news releases about this project without prior approval from PSU and then only in coordination with PSU. In addition, all information, documents, and correspondence shared within the A/E selection process are to remain confidential and, as such, are not made public in any manner. Please contact me (information below) or the Facility Project Manager Robert Lingenfelter (rrl144@psu.edu or 814-867-1536) with any questions.

A. PROJECT OVERVIEW

The renovation is a building system and program renewal project intended to reduce backlog and modernize portions of the Henderson Building. PSU considers the 1933 Henderson Building designed by Charles Z. Klauder historically significant. It is a prominent freestanding 3 story brick and structural steel building with a roman motif facing the Pugh Street Mall and Old Main Lawn. The approximately 56,215 square foot building, named after Grace Henderson, PSU's first female dean, houses important units. These include the College of Health and Human Development (HHD) Undergraduate Student Services, which encompasses Student Affairs, Academic Advising, Wellbeing and Belonging, Career Development, and Recruitment. Additionally, the building contains General Purpose Classrooms (GPC) and Social Science Research Institutes (SSRI).

The project will address deferred maintenance issues that have accumulated over time, ensuring the Henderson Building is in good repair and reducing future maintenance costs. The project will also address critical infrastructure needs, improving the building's functionality. The renovation involves a complex sequence of work on a core campus building, including mechanical and plumbing upgrades, elevator and restroom improvements, and related program space renovations in both Henderson and Chandlee, all while maintaining operations.

B. PROJECT OBJECTIVES

The total scope of work depends on the economic climate at bidding and construction commensurate with the program and design that optimizes the established budget and PSU's and College of Health and Human Development's needs. Based on the preliminary evaluation from the 2020 Building System Renewal Master Plan, we estimate that around two-thirds of the project scope will involve building systems, while the remaining one-third will focus on program renewal.

Due to budget limitations, the repurposing of former SSRI spaces requires further evaluation. In addition, the re-use of an existing ground exterior door must consider the existing precinct landscape design. The A/E Team will bridge the high-level Master Plan vision with the realities of the current budget, existing building uses, and project requirements. The project aims to reduce the Henderson Building backlog by:

- Increasing building accessibility.
- Improving the building's comfort and performance.
- Modernizing the student facing spaces.

C. PROJECT PROGRAM AND SCOPE OF WORK:

The preliminary program comes from the Building System Renewal Mater Plan, dated April 2020 and includes the following:

- Relocate elevator (increase size) and reconfigure/upgrade restrooms.
- Relocate ground floor Food Labs to Chandlee Lab, reconfigure ground floor Undergraduate Student Services spaces, and reopen original ground floor exterior doorway to landscape plaza.
- Convert ground floor GPC to mechanical room and relocate GPC to 1st floor. Relocate 1st floor Undergraduate Student Services spaces to accommodate GPC.
- Evaluate HHD needs in relation to recently vacated SSRI spaces.

The study outlines modifications to the Henderson mechanical, electrical, plumbing, and vertical transportation systems. This encompasses the installation of a new Variable Air Volume (VAV) Air Handling Unit (AHU), new energy-efficient fixtures and appropriate equipment power connections and controls, and replacement of older domestic hot-water, cold-water, and hot-water return pipes. Recommendations include the removal of the existing passenger elevator, and installation of a new hydraulic elevator adjacent to the North Stair Tower.

The scope of work for the Chandlee Lab building, as part of the Henderson Renovation project, includes a Chandlee Lab research laboratory and office modifications necessary to accommodate the Henderson Food Lab. This includes modifications to the existing Chandlee Lab supply and exhaust systems, new lighting, controls, fire alarm, telecommunications, domestic water, sanitary and vent piping.

D. PROJECT BUDGET

A preliminary Total Project Budget for the project is as follows:

Construction*	\$ 7.3M
Indirect / Soft Costs / Contingency	\$ 2.7M
FFE / AV**	\$ 0.7M
TOTAL	\$10.7M

* Includes cost of any required demolition, swing space and relocation, CM’s staffing, fees, insurance, general requirements, general conditions and construction contingency.

** Furniture, Fixtures, and Equipment.

A solid handle on the cost from the outset of design and forward will be a crucial skill the A/E Team must employ.

E. PROJECT SCHEDULE

PSU will execute the Architect-Engineer contract shortly after the A/E firm selection. The program validation and design will begin immediately after. Target dates include:

Design Kick-Off / Program Validation	May 2025
Pre-Construction / Design	April 2025 - December 2025
Establish GMP	January 2026
Construction Start	April 2026
Substantial Completion	April 2027

The successful A/E Team will work in conjunction with PSU’s selected third-party Construction Manager at Risk (CM@R) throughout the design and construction phases. The CM@R selection process is currently following a similar schedule to the A/E selection process. PSU intends to select the CM@R firm prior to the A/E, therefore a representative from the CM@R firm is expected to participate as part of the screening committee during the interviews of the short-listed A/E firms.

F. SPECIFIC BUILDING INFORMATION

The Henderson Building System Renewal Master Plan, dated April 2020, serves as the foundation for the Henderson Building Renovation project. The A/E Team shall become familiar with the Master Plan and generally follow its phased implementation regarding the preferred options, including relocating Henderson Food Labs to Chandlee Lab, relocating a General Purpose Classroom (GPC) and Student Services spaces within Henderson, and potentially repurposing former SSRI spaces. However, the A/E Team must develop the Master Plan into a detailed and validated project plan, ensuring that improvements are sequenced appropriately and updated as needed during the design process. PSU has attached an abridged version of the Building System Renewal Master Plan to this request. Building Program Highlights encompass:

HENDERSON GROUND FLOOR PROGRAM HIGHLIGHTS



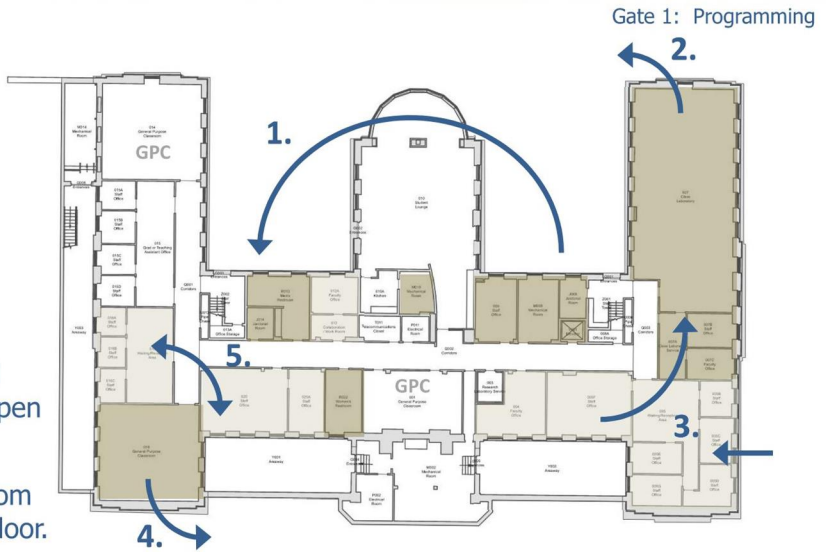
Project Info

Henderson Building Renovation, UP

Henderson Ground Floor

Program Highlights

1. Relocate elevator and reconfigure restrooms.
2. Relocate Food Labs to Chandlee Lab.
3. Reconfigure Student and Diversity spaces and reopen original doorway.
4. Convert GPC to mech room and relocate GPC to 1st floor.
5. Renovate associated spaces.



7

CHANDLEE LAB 1ST FLOOR PROGRAM HIGHLIGHTS



Chandlee Lab 1st Floor

Program Highlights

- 1. Move Henderson Food Labs to Chandlee Lab.
- 2. Renovate associated spaces.



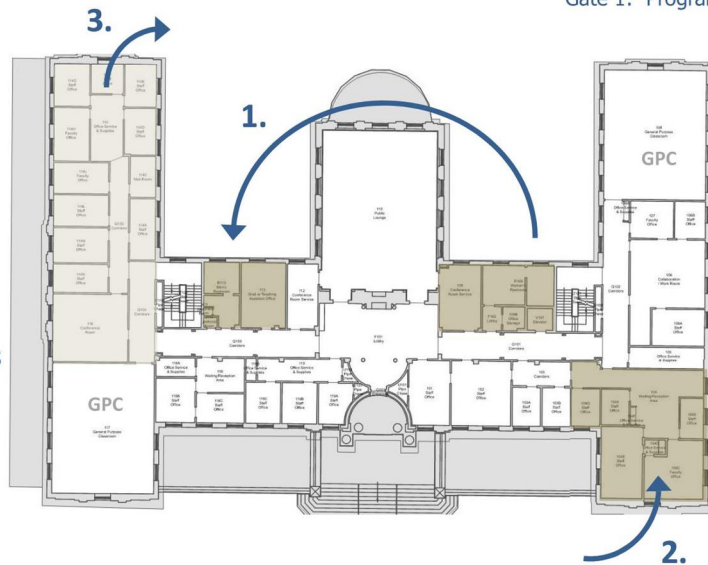
HENDERSON 1ST FLOOR PROGRAM HIGHLIGHTS



Henderson 1st Floor

Program Highlights

- 1. Relocate elevator and reconfigure restrooms.
- 2. Relocate undergrad offices and convert to GPC.
- 3. Relocate SSRI to Liberal Arts and evaluate needs.

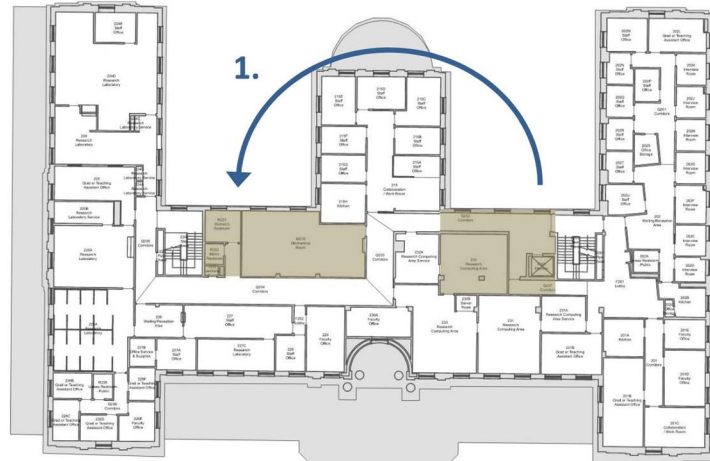




Henderson 2nd Floor

Program Highlights

1. Relocate elevator and reconfigure restrooms.



G. PROJECT ATTRIBUTES

While PSU and HHD will work with the selected teams to verify the program, refine the scopes of work, and phase the construction, PSU has identified some significant project attributes that will influence project outcomes including:

- Existing Infrastructure Age, System Deficiencies, and Regulatory Compliance.
- Precise Budget Allocation and Funding Assessment Between Systems and Program.
- Achieving Design Consensus and Managing Scope Creep.
- Academic Calendar, Swing Space, and Construction Phasing Alignment.
- Minimizing Disruptions to Normal Operations During Construction.

Attributes common to most building projects on campus that deserve mention here are as follows:

- Create a great place for PSU students and faculty that helps to expand their skills and enhances their experience at the University. Centralize and inspire closer connections between and within the College and the larger University. We seek an A/E team who can create and test building planning and programming concepts that capture the spirit and support this aim.
- Provide flexible, state-of-the-art instructional space that supports emerging pedagogies. Develop shared collaboration and instructional spaces to inspire desired connections.
- The building will be a welcoming place accessible to all and a place where all people are comfortable and not intimidated. In the design, consider strategic use of exterior/interior transparency to highlight unique aspects of the building and/or to entice people into the facility.

- Provide a facility to strengthen the College’s educational programs and efficiently address spatial deficiencies, both in quality and quantity of space. PSU is seeking architecture and programming consultants that can drive our formation of the best grossing factors and teams that innovate efficiencies.
- Given the prominent core campus and campus edge site location, the building must maintain its historical and aesthetic integrity.
- In keeping with PSU’s commitment to environmental sustainability, this facility will be a high-performance building in accordance with OPP Design and Construction Standards 018000 Performance Requirements. The project shall include a building energy simulation model. The project will follow the PSU LEED Policy Document as a guide and may consider additional sustainability or high-performance innovations.

H. PROJECT DELIVERY

The project is funded by PSU and will be delivered under a Guaranteed Maximum Price Agreement (1-CM-GMP) with a Construction Manager at Risk (CM@R) arrangement. Therefore, the successful A/E Team will work in conjunction with PSU’s selected third-party CM@R throughout the design and construction phases. The A/E Team and CM@R will typically develop separate parallel cost estimates, which will be reconciled at the end of project phases. Confirming within the project budget is required before PSU will allow the A/E Team to proceed to each subsequent project phase.

[The Owner’s “Form of Agreement 1-P”](#) will be used for this project. The prime firm (contract holder) of the awarded A/E Team will sign the 1-P Form of Agreement. By submitting a proposal, firms pledge to agree to the Agreement’s terms and conditions without exception or modification.

PSU University and the Office of the Physical Plant (OPP) require a high level of collaboration and Lean principles to ensure project success. **The final selected A/E design team must establish a process for the project’s design, documentation, and execution.**

The selected A/E Team will begin this project by validating the program outlined in the Henderson Building System Renewal Master Plan, dated April 2020. The process will include creating a tabular program, space adjacency diagrams, site impact diagrams, and room data sheets that provide detailed room-by-room information. PSU will work with the selected A/E to determine the level of program validation required. Depending on the approach of the specific design team, the program validation phase could be combined with a Concept Design or Schematic Design Phase.

After program validation, PSU typically follows industry-standard design phases (Schematic Design, Design Development, Construction Documents, Bidding, and Construction Administration) per PSU’s standard 1-P Form of Agreement. As mentioned, the project budget and cost estimate(s) must align before advancing to each subsequent phase of the project.

Please describe the A/E Team’s approach to developing design options in Proposal Section 3. PSU will require multiple explorations to “get it right” and will want the ability to compare various ideas. Each option should be within the budget.

I. RFP SUPPORTING INFORMATION AND LINKS

- **Abridged Building System Renewal Mater Plan**, dated April 2020, attached.
- **Form of Agreement.** Included is the link to our Form of Agreement 1-P: [The Owner’s “Form of Agreement 1-P”](#)

Please review this agreement to ensure that your firm accepts all terms and conditions as written. In submitting a proposal for this project, you acknowledge that you concur, without exception, with all terms, conditions, and provisions of Form of Agreement 1-P.

- **Design Phase Deliverables.** Reference this document under the heading *00 51 00 MISCELLANEOUS FORMS* at the following link: [Attachments - 01 01 00 PROJECT DOCUMENT FORMAT - OPP Design and Construction Standards - Confluence](#)
- **Office of the Physical Plan (OPP) Standards.** This website provides information regarding specific design submission requirements and standards of the University. Please ensure that your team is able to deliver a compliant building. <https://oppwiki.atlassian.net/wiki/spaces/OPPDCS/overview>
- **OPP High Performance Standards.** The University has a commitment to environmental stewardship with a focus on university and campus-wide carbon reduction and total-cost-of- ownership. Our projects require maximum consideration of potential sustainable and energy- efficient designs and specifications for architectural, site, utility, structural, mechanical, electrical, and plumbing disciplines. Refer to the following link for the University's high-performance standards that exceed the building code minimum requirements:

<https://oppwiki.atlassian.net/wiki/spaces/OPPDCS/pages/5409436/01+80+00+PERFORMANCE+REQUIREMENTS>

A part of this is PSU's High-Performance Building Design Standards: Building projects shall comply with ASHRAE Standard 90.1 Energy Standard for Buildings 2010 version AND as superseded by more stringent requirements of ASHRAE Standard 189.1 Standard for the Design of High-Performance Green Buildings, 2011 version. The project will consider additional sustainability or high-performance measures and innovations.

- **Building Information Modeling.** The University is committed to utilizing BIM technologies and processes to execute the design, construction, and operations of its new High Performances buildings and the updating of all existing structures and infrastructure. Refer to the following link for the University's BIM Execution Planning: <https://oppwiki.atlassian.net/wiki/spaces/OPPDCS/pages/5409490/00+50+00+CONTRACTING+FORMS+AND+SUPPLEMENTS> .

SITE TOURS AND PRE-PROPOSAL SUBMISSION CONTACT

PSU encourages the teams to visit the site during this selection process. However, guided site and building tours will not be given at this time but may be scheduled later with the short-listed teams. All firms are welcome on their own to spend as much time as needed on campus. Contact Julie Hedgeland, Senior Architect, for any questions related to campus planning, design, or general questions on the A/E selection process questions. **The deadline for questions is noon, March 21st, 2025.**

REQUEST FOR PROPOSALS - PART 2 PROPOSAL REQUIREMENTS

Deliver (e-mail) electroinc copies (PDFs) of the Proposal to:

Shipping Address (Note PDFs only – no hardcopies):

Julie Hedgeland, RA - jvh6712@psu.edu

and

Robert Lingenfelter, AICP, RLA, LEED AP - rrl144@psu.edu

Electronic submissions of the A/E Team’s Proposals are due by Noon Eastern Standard Time on March 21, 2025. Proposals received after this date and time may be automatically rejected. Proposals shall be provided in an 8.5”x 11” format. Limit submission to fifty (50) single-sided pages maximum (25 double-sided), plus a two-page maximum cover letter. Double-sided printing is encouraged—10-point font type minimum.

A cover letter shall be provided from the proposed leader of the Prime (contract holding) A/E Team. The cover letter should be two-page maximum. The cover letter should include at least the following:

- A. Legal name of the Prime A/E Team. If separate, legal name of the Architect of Record (stamping)
- B. Primary office location of Prime A/E Team and Architect of Record, if applicable
- C. Contact information for the A/E team’s primary point of contact (name, address, phone, and email)
- D. A concise summary as to why the Team is best suited for this project
- E. Statement of certification that all information provided in the submittal is accurate

Collate and bind proposals according to the following Proposal Sections:

Proposals shall follow the format below, in the order stated to ensure that all pertinent information necessary for evaluation is included and easily comparable by the Selection Committee. The cover letter, table of contents, and divider pages will not count towards the RFP page limitation. **We encourage teams to be as brief as possible without sacrificing accuracy and completeness.**

*** Note 1:**

As applicable throughout the Proposal, provide professional credit to architectural partners (including design architect, architect of record, academic/lab planning partners) for all projects discussed within the Proposal and for all project images shown.

PROPOSAL SECTION 1 – TEAM STRUCTURE

- A. Identify the entire proposed A/E design team, including Prime (Contract Holding) firm, Lead Design firm (if different), architectural partners (as applicable), building system engineering firms, lab/academic planning consultants, and proposed specialty consultant firms. If the Team proposes an architectural partner – either as an Architect of Record (stamping architect) or Associate Architect (where the Prime firm remains the lead designer and Architect of Record) – identify the roles and split/ sharing of project responsibilities for all firms involved.** A Pennsylvania registered architect must stamp the final construction and bidding documents.

Provide insights into the firm’s unique qualifications/ characteristics, firm personality, design ethos/ philosophy, client notations of previous project success, etc.

For each firm, identify the firm differentiators, size, qualifications, and experience on similar projects, and identify each firm’s role in this project. Identify past collaboration between the prime firm and key engineers/consultants, including the number/ value of projects and the key consultants’ added benefit to the Team. It is encouraged to create A/E teams that demonstrate previous successful collaboration and execution of projects like this one. While we appreciate firms with experience at PSU, we do not have a preferred vendor list and encourage the selection of high-quality engineers and specialty consultants. If proposed architectural/engineering/consultant firms do not have PSU experience, convey how the Team has previously incorporated the Owner’s design standards similar to the PSU Design and Construction Standards.

- B. Provide team organizational chart.** Include all firms and consultants and provide the name and role of key team members. Clearly identify which team members are designated for leadership positions on

the Team. Please highlight the Diverse Business Enterprise Program (DBE) representation on the Team. Refer to RFP Section 2.F., below.

- C. **Provide role descriptions and resumes of key team members identified in the Organizational Chart.** Include registrations/ certifications, educational background, years of experience, and relevant project experience. Relevant project experience should include project size/cost, program type, project overview, and define each team member's role on each project listed on their resume. Emphasize each team member's most relevant experience and ideally highlight that the team member has had comparable roles on similar projects. Include at least two client references for each key team member. If possible, please avoid using PSU employees as references. **Include resumes for at least the following key team members. If individuals serve multiple roles, identify multiple roles on Organization Chart and resumes.**

1. Principal in Charge (Project Team Lead)
2. Project Manager (PSU's day-to-day point of contact)
3. Lead Design Architect (Lead Designer).
4. Lead Mechanical, Electrical, Plumbing/FP, Structural, Civil, design engineers
5. Project Architect (Architectural Technical Lead)
6. Construction Administration Leader (Construction oversight leader)
7. Teaching Kitchen Lab Planner and/or academic programmer/planner
8. Lead Interior Designer
9. Lead Landscape Architect
10. Sustainability Leader and/or energy modeler
11. Cost Estimator

PROPOSAL SECTION 2 – TEAM QUALIFICATIONS

- A. Provide a summary of the qualifications and expertise of the firms with specific emphasis on:
1. Design Excellence, including national recognition.
 2. Distinguishing factors of team differentiation.
 3. Experience delivering programs, studies, and projects of similar scope, scale, and complexity. **(See Note 1 above)**
 4. Expertise in planning, designing, and delivering state-of-the-art academic, research, and workplace facilities. Highlight team experience and/or insights into programs related to those envisioned in preliminary Program. **(See Note 1 above)**
- B. **Identify a maximum of 5 (five) example projects within approximately the last ten (10) years, that BEST exemplify the qualifications and expertise listed above for the proposed Team.** Include a brief description of each project, project gross square feet, project budget, final project cost, project completion date, and client reference(s). **Show illustrative representation of the example projects, particularly those highlighting the work of the Team's proposed Lead Design Architect. Highlight projects that incorporated historical sensitive designs, building system renewals, and/or projects that similarly explored multiple design directions. Captions of photos encouraged. (See Note 1 above)**

(Optional) If necessary, discuss any of the example project(s) that are highly relevant to our project in more detail. Include insights into what made these project(s) successful, including how those design intentions were translated into a meaningful and synthesized/successful solution.

- C. **Project Relevancy Matrix.** Develop a matrix that illustrates the similarities between the example projects and this project. Please be as specific to our project as possible.

- D. **People-Projects Matrix.** Develop a matrix to show the participation of key individuals on the proposed Team from the example projects. List individual's role on example projects.
- E. **Diverse Business Enterprise.** The Pennsylvania State University is committed to and accountable for advancing diversity, equity, and inclusion in all its forms. Therefore, we encourage the participation of Minority Business Enterprises, Women Business Enterprises, Veteran Business Enterprises, Service-Disabled Veteran Business Enterprises, and LGBT Business Enterprises (collectively referred to as Diverse Business Enterprise (DBE) for Design Professionals.

A/E Teams are encouraged to include at least one (1) certified DBE design professional firm as part of their Team. In addition, if the proposing firm itself is a current Diverse Business Enterprise, the firm should state that fact in its Proposal. Below is a partial list of acceptable certifying agencies:

1. * Department of General Services Bureau of Small Business Opportunities (DGS BSBO)
2. Federal Department of Transportation
3. National Minority Development Council (NMSDC) or its affiliates
4. Southern PA Transportation Authority (SEPTA)
5. Women Business Enterprise National Council (WBENC)
6. Pennsylvania Unified Certification Program (PA UCP)
7. National Women Business Owners Corporation (NWBOC)
8. Minority Business Enterprise Council (MBEC)
9. National Gay and Lesbian Chamber of Commerce (NGLCC)
10. U. S. Department of Veteran Affairs (VOB/SDVOB)

* Or comparable state agencies or regulating bodies in other states or local jurisdictions.

- F. List the Errors & Omissions insurance coverage limits of the lead/ prime entity of the A/E team. In addition, provide information on errors and omissions claims in the last (7) seven years.
- G. Provide a historical breakdown of project performance for Prime Firm and Architect of Record (as applicable). Include a list of projects, delivery method, history of project budgets compared to completed construction cost, history of change orders, average response time to RFIs, and any other key metrics the Team deems most relevant to this project.
- H. Acknowledge the review and acceptance of the attached 1-P Form of Agreement, ensuring that the A/E Team accepts all terms and conditions as written. In submitting a proposal for this project, the A/E Team concurs, without exception, with all terms, conditions, and provisions of this Form of Agreement.

PROPOSAL SECTION 3 – PROJECT APPROACH AND SCHEDULE

- A. **Describe the A/E Team's proposed design approach for this project.** Be as specific to our project as possible. Discuss, at least, the A/E Team's approach to the following:
1. Project visioning and project mission/goal setting. And the Team's approach to establishing a design process that works to achieve the project vision and goals.
 2. Program validation and knowledge of the project brief. Additionally, describe any programming/building planning tools, benchmarking tools, and/or other firm-specific methodologies to assist in the design of our project.
 3. How the initial project phase leads into the Concept Design and/or Schematic Design Phase of the project.

4. Developing building planning options and/or overall building design schemes. Approach to developing programmatic 'blocking and stacking' options that explore gallery and/or programmatic adjacencies.
5. Working with PSU to analyze, compare/contrast different design options.
6. Developing the interior/ exterior "look and feel" of the new building, particularly the level of advancement at the various project phases.
7. Integration of BIM, "predictive modeling," analytical/ digital tools, and the utilization of PSU' immersive construction lab, the ICon Lab.

B. Approach to project delivery. At least, describe the A/E Team's overall approach to:

1. Achieving the project schedule.
2. Identifying key risks to the project schedule and strategy for mitigating such risks.
3. Planning, managing, and executing the project.
4. Building consensus and guiding stakeholders through decision-making processes.
5. Creating a collaborative environment between architects, building/site planners, engineering consultants, and PSU/OPP stakeholders.
6. Working with PSU's third-party Construction Manager throughout the design and construction phases. Describe previous success delivering projects with a CM and applying Lean thinking in the design phase. Identify potential innovative strategies to implement during the design, procurement, and construction of the project, while maintaining quality and uncompromised project goals.

C. Approach to Cost Control. Delivering our project on budget is critical. So, provide the A/E Team's approach to managing costs through all design and construction phases, especially considering escalating construction costs. Additionally, provide the following:

1. Highlight the Team's cost estimating process, scope/budget alignment, and cost/quality control through the design and construction phases.
2. Define critical factors concerning the project budget.
3. Provide the Team's impression of the project budget.
4. Identify key risks to the project budget and strategy for mitigating such risks.

D. Approach to MEP and building system design. A narrative approach to MEP planning/ design/ delivery of facility that will contain programs and space types as noted herein. Be specific with the Team's building systems renewal experience and highlight its project type expertise.

E. Approach to Sustainability. After reviewing PSU's High-Performance Standards, describe the Team's approach to driving toward PSU's sustainability goals on the project, including exceeding our standards. Highlight experience meeting similar high-performance standards and represent overall team commitment to sustainable design (including the number of completed LEED projects). Among other applicable topics, discuss the Team's approach and experience applying advanced sustainability measures, applying best practices in sustainable design, applying creative innovations to obtain the optimum performance for projects, and experience using energy models to drive design thinking.

F. Approach to PSU reviews, PSU design reviews, and jurisdictional reviews. Anticipated jurisdictional reviews will include State of PA Labor & Industry. Local municipal reviews/ permits may be required, and the professional shall be responsible for securing these permits with the assistance of the University. Any fees associated with permits shall be paid for by the Professional and will be reimbursed by the University.

G. Approach to Prevention through Design (PtD). Safety is essential to the University during the facility's construction and post-occupancy maintenance/operation. Therefore, the University is

stressing the implementation of Prevention through Design in this project. Share thoughts, experiences, and approaches to PtD. The LEED v4 Pilot credit for PtD is an example of this approach in practice.

- H. **Project Staffing/Workload.** Verify the entire A/E Team’s availability to successfully staff the project immediately, given our project schedule and other team members’ workloads.
- I. **Graphic Schedule.** Create a graphic project schedule showing phase durations, owner engagement, review periods, and identify critical path items, milestones, and schedule drivers. This can be formatted on an 11x17 (fold-out) and will only count as a single page.

PROPOSAL SECTION 4 – PROJECT-SPECIFIC KEY DRIVERS AND IDEAS

- A. **Project Understanding and Drivers.** Demonstrate the Team’s understanding of the project. For example, provide observations of the project program, goals, or other information.

Describe key project drivers, critical design elements, and potential constructability considerations the Team has identified as a priority for this project. Discuss how the Team addressed similar issues on other projects.

- B. **Project Insights.** Provide thoughts specific to the design of facilities as described in this RFP. Provide the Team’s vision of what, beyond purely functional issues, constitutes the essence of the project. Discuss potential key issues in the Henderson Building renovation.
- C. **Program and Programmatic Goals.** Delivering a facility that successfully accommodates the various Departments and programs within state-of-the-art facilities is of the utmost importance. Describe the Team’s programming, planning, benchmarking tools, and methodologies that the Team will use to test and ultimately achieve the stated project goals.

Provide firm-specific core values, design principles, etc., regarding key space types, including the following. Feel free to reference precedent project examples. **(See Note 1 above)**

1. Research and Instructional Laboratories
2. General Purpose Classrooms (GPCs)
3. Informal Learning spaces (student working and study space)
4. University workplace environments
5. Other student facing spaces included in the project’s program
6. Building Systems renewal

- D. **Provide initial design ideas, thoughts, or considerations regarding our specific project.** We are not seeking design solutions. We would rather see the Team convey its “design thinking” or unique insights regarding our project. Considerations may include thoughts/opinions related to:

1. Code Compliance and Safety.
2. Mechanical, Electrical, Plumbing and Fire Protection Systems
3. Structural and Architectural Improvements
4. Any other design considerations and/or inspirations

(OPTIONAL) PROPOSAL SECTION 5 – ADDITIONAL PROJECT IMAGERY

- A. **(Optional) Additional Project Imagery.** Please feel free to include additional project images if pages remain within the Proposal. Photo captions are strongly encouraged.

Thank you for participating in this exciting project's A/E Team Selection process. We understand the commitment that each Team puts into their submissions. The Screening Committee reciprocates this effort in our detailed review and analysis of each Proposal.

We look forward to learning more about the Long-Listed A/E Teams and their project-specific approaches to determine which three (3) Short-Listed teams continue to the In-Person Interviews.

Kindest Regards,

Julie Hedgeland, RA, NCARB

Julie Hedgeland

The Pennsylvania State University (Note: shipping address for Proposals listed above)

CC: Screening Committee