



DATE: April 08, 2025

SUBJECT: **A/E Team Selection – Short List and Interview Notice**
University Park- Henderson Building Renovation
University Park, PA
Project Number: 00-09600.00

TO: **Shortlisted Teams:**
Chiang O’Brien
VMA
WRA

Short-Listed Teams:

Thanks to all teams that submitted Proposals. 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 (336 Steam Dr.) in University Park, PA on **May 1, 2025**, with the following schedule. The order of interviews was randomly selected.

Room	Time	Interviewing Team
Steam Services Bldg. – Room 212AB	8:15 am – 9:35 am	Interview #1 – VMA
Steam Services Bldg. – Room 212AB	10:05 am – 11:25 am	Interview #2 – WRA
Steam Services Bldg. – Room 212AB	11:55 am – 1:15 pm	Interview #3 – Chang O’Brien

The interview rooms will be available 15 minutes before your assigned time. The interview room is equipped with a presentation monitor for the team’s use and connectivity. 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.

For parking you can park at the Fraser Street Parking Garage (135 S Fraser St, State College, PA 16801).

The interview format will be a 35-minute presentation (including your team introductions) followed by a 45-minute question and answer session which should include a closing by your team.

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 and consultants. Recap the 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 systems engineering teams will interact with each other and with project stakeholders at different stages of the project. Identify which team members will lead critical efforts, tasks, 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.
 - Describe how the design team will effectively work with the Construction Manager (CM) and the selected Design-Assist (DA) trade partners during the design phase of the project. How will you promote a collaborative atmosphere plus capitalize upon the BIM model in managing and integrating digital information with the CM and DA's experience to ensure efficient design, estimating, and construction processes?
 - Discuss your overall approach to any technical considerations and achieving PSU's Design & Construction Standards and OPP BIM objectives.
- **Project Schedule/ Staffing.** Describe your approach to achieving the project schedule, including:
 - Overall impression of the schedule: is it achievable? Do you have any proposed revisions?
 - Identify critical path items, milestones, risks, and/or schedule drivers including phased construction in a continuously occupied building.
 - Directly address your team's availability, especially considering other project/firm's workload.
 - What techniques will you utilize to ensure the project design phase remains on the team's mutually agreed upon schedule?
- **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. How will project cost/scope be managed dynamically through the design phase?
 - What strategies will be used to ensure the System Renewal Master Plan will be executable within the project budget model? Discuss how your team will embrace Lean thinking in the design phase and how this thinking will be beneficial for the overall project.
- **Project-Specific Consideration, Program and Project Goals:** Provide a project understanding and provide your impression of provided project information.
 - Provide a project understanding and your impression of provided project information.
 - Describe key project drivers and/or critical design elements that your team has identified as a priority for this specific project.
 - Describe your unique knowledge about historic building renewal projects.

- What makes them unique, what are the programmatic or design drivers?
- Discuss your firm's expertise and point of view, specific to the historic building rehabilitation, program elements, and space types, inclusive of teaching kitchen labs, classrooms, and student facing, support and recruiting spaces.
- Describe how you assess the O&M/life cycle costs and use this criterion to renovate a facility that is highly functioning, easy to maintain, and has a low(er) operating budget.
- Provide your understanding of MEP building systems and other technical & sustainability aspects including PSU's high performance building standards that are important for the program's success. Summarize your opinion and/or how, the building systems and energy modeling will influence the overall design of this facility.
- If not addressed previously, highlight expertise in delivering renewal projects with similar programs, including vertical circulation types identified in the RFP.
- Discuss trends and/ or benchmark data specific to this project type.

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 jvh6712@psu.edu by 12:00pm Eastern Standard Time (EST) on April 20, 2025.
- **Example Interview Rooms layout.** This indicates the general room size and layout to expect for your interview.

We strongly prefer to meet with the key contacts for the project that will be working with us on a regular basis. Please limit your team to five (5) people. Executive level representation that will not actively participate in the design and construction phases should not attend.

The interview results will be posted to our website by the end of the day on **May 01, 2025**. Please contact me or project manager Robert Lingenfelter, Project Manager (814.867.1536 or rrl144@psu.edu) with any questions regarding the projects or the A/E Selection process. Thanks again for your interest and efforts related to this A/E Team Selection process.

Respectfully,

Julie Hedgeland

Julie Hedgeland, RA
Sr. Architect
The Pennsylvania State University
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CC: Screening Committee