

DATE: January 11, 2019

SUBJECT: **Short-list and Interview Notice – Architect/ Engineering (A/E) Team Selection**
College of Engineering (COE) – New West 1 Building and
College of Engineering (COE) – New West 2 Building
University Park, PATO: **Short-Listed Teams** (listed alphabetically)
ENNEAD
Morphosis Architects
Payette
ZGF Architects, LLP

Short-Listed Teams:

After review of Proposal responses, the Screening Committee has identified the above four (4) A/E Teams for in-person interviews for either the West 1 Building, West 2 Building, or both projects. We are strongly considering appointing one A/E team for both projects, but we will make the final decision after the in-person interviews.

All four (4) firms interviews for the two projects will at The Penn Stater, located in State College, Pennsylvania on **January 29, 2019**. The separate interview date of January 31, 2019 has been cancelled. Here is the interview schedule for the four (4) Short-Listed A/E teams **January 29, 2019**. The interview order was randomly selected:

<u>Room</u>	<u>Time</u>	<u>Interviewing Team</u>
The Penn Stater - Room 112	8:00 A.M. – 9:40 A.M.	Interview - ENNEAD
The Penn Stater - Room 106	9:55 A.M. – 11:35 A.M.	Interview – ZGF Architects, Inc.
The Penn Stater - Room 106	12:20 P.M. – 2:00 P.M.	Interview – Morphosis
The Penn Stater - Room 112	2:15 P.M. – 3:55 P.M.	Interview – Payette

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 a 55 minute presentation (including your team introductions), followed by a 45 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 major responsibilities of key team members/ consultants. Briefly recap overall lead firm and team experience with projects of a similar size, complexity and programmatic uses.

- **Project Approach.** Describe your approach to this project, including but not limited to: How the programming/ planning, architectural, engineering/ consultant teams will interact with each other and with project stakeholders at different stages of the project. Specifically address multiple prime contracting and how you would work with PSU's third-party Construction Manager as Agent throughout design and construction phases.

Identify which team members will lead critical efforts, tasks, and phases. Discuss approach to identifying actionable project drivers with project stakeholders and your team's experience/ability to employ drivers in realized design solutions.

Discuss your overall approach to MEP system design and achieving PSU's high performance and sustainability standards. Describe your thoughts or experience regarding potential innovations.

- **Cost and Schedule.** Briefly describe your approach to the project schedule and cost control, especially considering escalating construction costs. Identify critical path items, milestones, and schedule drivers. Outline critical factors to consider with respect to the project budget. Discuss your impression of the budget and how you manage scope/budget change through the entire project.
- **Design and/or delivery approach to one or both projects.** Describe your A/E team's approach to design/manage/execute both projects concurrently. If we hire two separate A/E teams, describe how you would propose to coordinate with a separate A/E design team (for the other project).
- **Program and Project Goals.** Provide your thoughts on the project goals, program and master plan that have been shared with you. From a programmatic perspective and specific to the project site, discuss ways to achieve a flexible/adaptable/vibrant/successful facility. Discuss your expertise in delivering buildings with similar programs, including the following space types: teaching labs and studio spaces, research labs and research cores, high-bay spaces and shops, knowledge commons, university workplace environments, general purpose classrooms, etc. Discuss applicable project type trends.
- **Design Ideas and West Campus development.** Utilizing or expanding on the design ideas presented in your proposal, present project specific design ideas and/or considerations for these two projects. Discuss the project site with respect to site design/circulation, building siting and massing, sustainability, and ability to create a lively West Campus. Please note that the parking garage location shown on the master is firm at this point and not subject to change.

We do not expect final design solutions to be presented. Rather, we want to hear what your team believes to be the critical design issues for this project/program and ways you could address these key issues. Feel free to utilize precedent projects if helpful to your team.

Limit your team's attendance to nine (9) 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 implementation of the project should not attend.

In preparation for these interviews, the following documents are provided:

- **COE Program Update Supplement (will be separately emailed to all teams).** This document is an update to the programming document that was previously shared. Please specifically refer to the pages labeled **West 1 – Program Summary** and **West 2 – Program Summary**, as those pages outline the most current programs for each building.
- **Sample Interview Room layout**
- **Non-Binding Fee Form.** Complete and email to Greg Kufner gak21@psu.edu by 12:00 noon EST on January 28, 2019.

- **Photo requirements.** In the event that your team is selected, we will show the Board of Trustees examples representative of your architectural designs. Therefore, we require that you submit to us photographs of your work. Requirements for the photographs are described on 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 similar to COE West 1 and West 2 projects. Email to Madeline Cantú mac56@psu.edu by 12:00 noon EST on January 28, 2019.

The result of the interviews will be announced at the Board of Trustees meeting on Friday, February 22, 2019 and promptly posted to our website. Questions, comments, or information requests should be directed to myself and/or facility project managers Dwayne Rush (dcr13@psu.edu or 814-865-6475) and Brian Hayes (bwh11@psu.edu or 814-863-4665).

Sincerely,

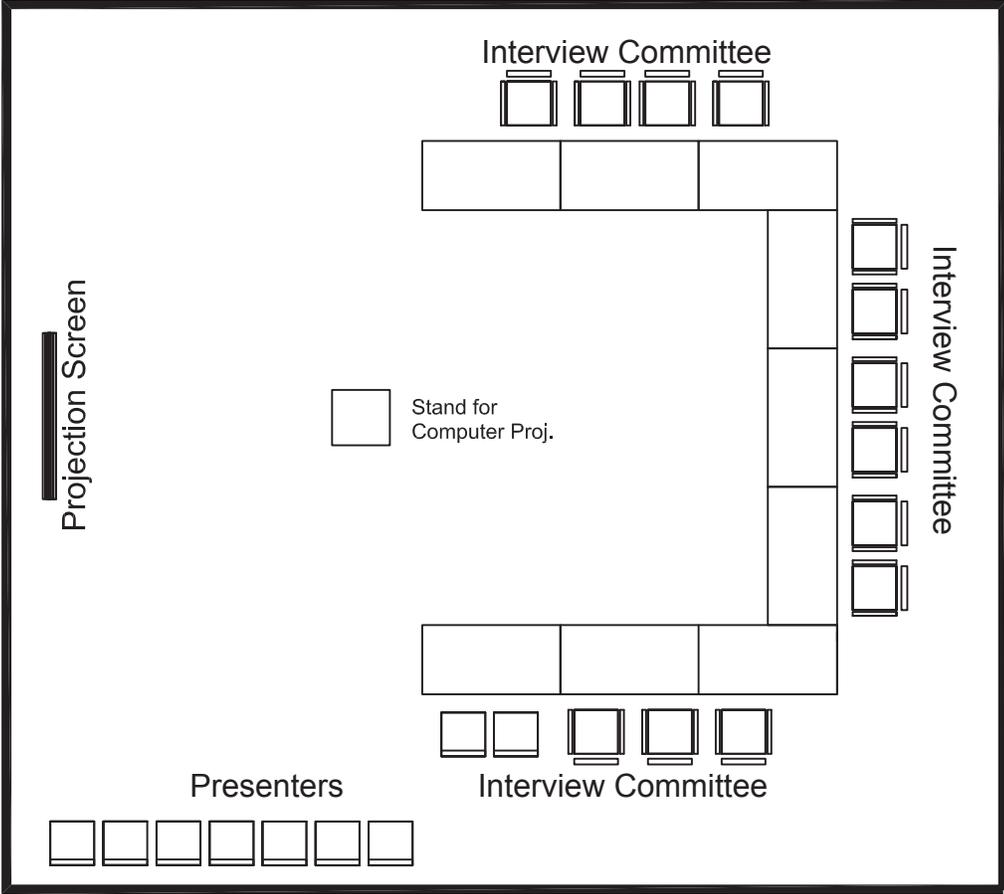
Greg Kufner, AIA, NCARB



University Architect
The Pennsylvania State University
206 Physical Plant Building, University Park, PA 16802
Direct: (814) 865-8177 | Mobile: (614) 512-2287
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CC: Screening Committee

Board of Trustees Architect / Engineering Interview Room Layout





NON-BINDING ARCHITECT AND ENGINEER FEE SCHEDULE

Project: College of Engineering – New West 1 and West 2 Building
University Park

Firm Name: _____

	<u>Hours</u>	<u>Fee</u>
Program Verification & Site Analysis	_____	_____
Schematic Design	_____	_____
Design Development	_____	_____
Construction Documents	_____	_____
Bidding Phase	_____	_____
Construction Administration	_____	_____
Subtotal	_____	_____
Reimbursables (allowance)	_____	_____
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.
- Include fees/costs for ALL consultants, broken down into the above phases.
- Provide three (3) Non-Binding Fee forms, broken down into the following: West 1 overall fee, West 2 overall fee, combined fee if assigned both West 1 and West 2.
- In addition to the above, please include a listing of your billable rates that will be used for this project.

Return completed form and billable rates, in a separate sealed package, under separate cover, by 12:00 noon EST on January 28, 2019. Email just to gak21@psu.edu.

Greg Kufner, AIA NCARB
University Architect
The Pennsylvania State University
206 Physical Plant Building
University Park, PA 16802-1118
Phone (814) 865-8177, E-mail: gak21@psu.edu

REQUIREMENTS FOR COLOR PHOTOGRAPHS OF BUILT PROJECTS

Examples of the Architect's / Engineers's built projects are required for presentation to the Board of Trustees as part of the approval process. Images will be used for a Powerpoint presentation and will be projected with a 16:9 aspect ratio (widescreen).

Approximately (12) high quality exterior and (6) high quality interior photos should be submitted along with a very brief description of each photo. Photos must be of BUILT projects and should be relevant to the proposed project. Hand drawn renderings, computer drawn renderings and models, and photos of study models will NOT be accepted. It is highly recommended that interior shots include people using the space. Please send digital photographs that meet the following minimum standards.

Minimum photo dimensions:

6.5 x 10 inches (975 x 1500 pixels)

Minimum resolution: 150 pixels/inch

(Photos will be inserted into Powerpoint at a maximum resolution of 220pixels/inch)

Preferred photo formats: .tif, .jpg, .png, .gif for use in a PC environment

File transfer methods:

- email is preferred with a maximum attachment file size of about 10mb/email.
- Files may be zipped (compressed) using WinZip and/or emailed individually.
- FTP sites with explicit instructions or user-friendly interfaces

Photos should NOT contain any text. A descriptive reference document should be included that provides a project name and location for each photo. Please send to:

Madeline Cantú, RLA
Design Resources Coordinator
Campus Planning & Design
203 Physical Plant Building
University Park, PA 16802
mac56@psu.edu
(814) 863-4242

Please don't hesitate to call or email with any questions or concerns.