



DATE: October 21, 2011

SUBJECT: McCoy Natatorium Addition/Indoor Tennis Center,

University Park

TO: Short Listed Firms

Cannon Design Hastings and Chivetta

Sasaki

The Screening Committee has selected the above listed firms for submission to the Board of Trustees Subcommittee on Architect/Engineer Selection. Interviews will be conducted at The Hub City View, 30 South 17th Street, United Plaza, 14th Floor, Philadelphia, PA 19103 on Tuesday November 1, 2011. (Venue information is available on http://thehub.com/cityview.php).

The interview schedule is as follows:

 Cannon Design
 10:30 A.M. – 11:30 A.M. Sol Room

 Hastings and Chivetta
 11:40 A.M. – 12:40 P.M. Sky Room

 Sasaki
 01:20 P.M. – 02:20 P.M. Sky Room

Each firm will be limited to no more than 40 minutes for their presentation allowing us 20 minutes for follow-up questions. I urge you to use the time wisely and refrain from simply repeating the material already submitted in your proposal. We are most interested in your approach to our specific project, your understanding of the key issues that will shape it and any initial broad ideas or concepts that you may have developed during this process. One specific issue that we want each firm to address is the integration of architectural design and overall site development in the broader context of the entire block. You may illustrate your ideas by sharing with us a relevant example from your portfolio. To help you address this question I am attaching a site plan that includes the foot print of the new Ice Arena, currently in design, and the concept for the addition to the IM Building. Also attached is a detailed topographic and utility survey of the project area.

It is most important to us that the key team members assigned to this project and any major consultants be present for the interview; however, please limit the number of team attendees to seven. A projection screen will be provided for your use.

In the event that your firm is selected, we will show the Board of Trustees examples representative of your work; with this in mind, we require that you submit to us photographs in digital format no later than 12:00 Noon on Monday October 31, 2011. Requirements for the photographs are described in the attached sheet. It is important that the photographs be representative of the type of project and function that we are addressing.

The result of the interviews will be announced at the Board of Trustees meeting on Friday November 11, 2011 and posted to our website.

Please do not hesitate to call me if you have any questions or if we can be of further assistance.

Sincerely,

David Zehngut

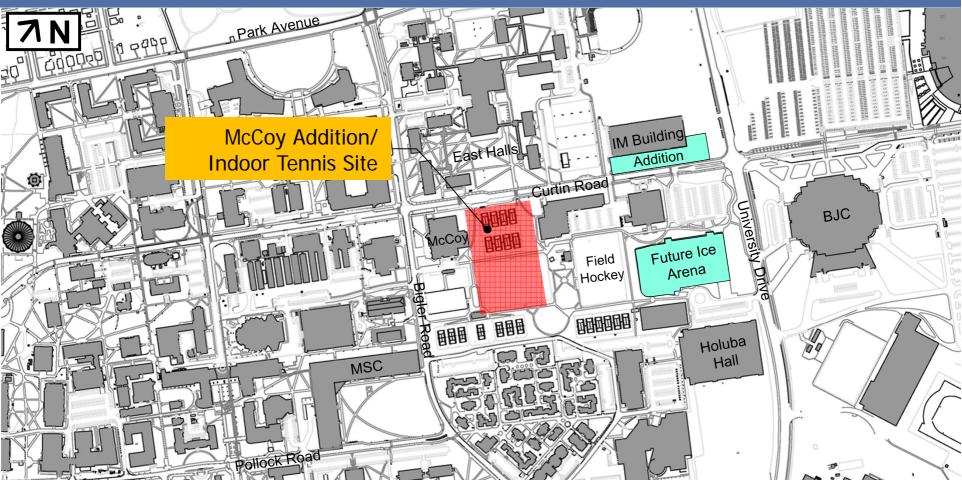
University Architect (814) 863-3158, fax (814) 863-7757, E-mail dxz3@psu.edu

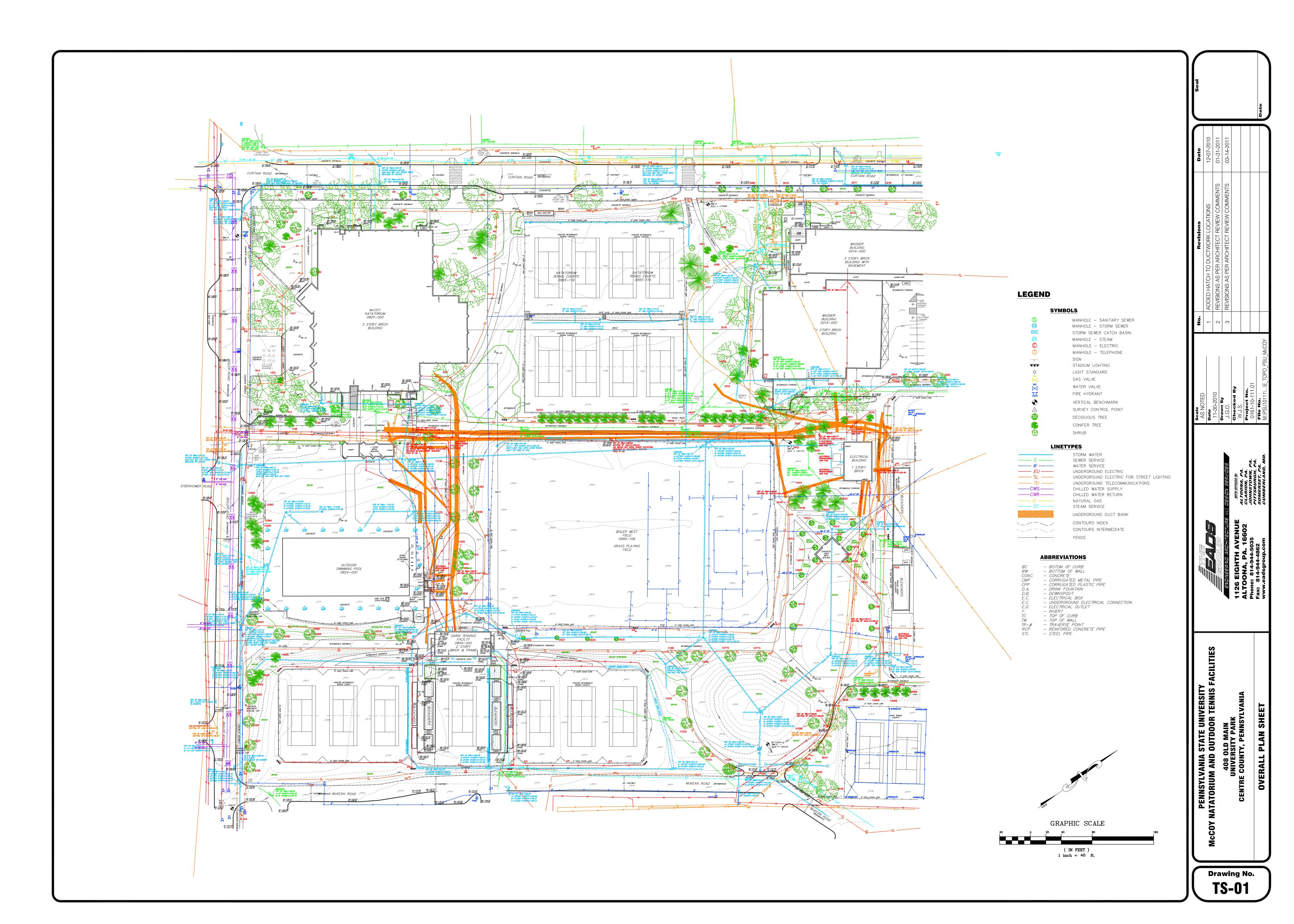
Enclosures

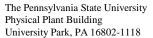
cc: G. C. Schultz, Screening Committee



Partial Area Map











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 presented via widescreen LED monitors.

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 with a 16:9 aspect ratio at a maximum resolution of 220pixels/inch)

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

File transfer methods:

- -email is preferred with a maximum attachment file size of about 5mb/email.
- -Files may be zipped (compressed) using WinZip and/or emailed individually.
- -photos on CD-rom are acceptable.

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

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Campus Planning & Design
203 Physical Plant Building
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Please don't hesitate to call or email with any questions or concerns.

Board of Trustees Architect / Engineering Interview Room Layout

