



Office of Physical Plant
Physical Plant Building
University Park, PA 16802-1118

DATE: August 28, 2019

SUBJECT: Construction Management – Request for Qualifications (RFQ)
Lehigh Valley Building Expansion
Lehigh Valley Campus – Center Valley, PA

PSU PROJECT #: 00-05264.00

TO: Construction Management Firm

The Pennsylvania State University (the University) invites your firm to submit your qualifications for Construction Management Services for the above-referenced project.

PROJECT SCOPE/DESCRIPTION:

Penn State Lehigh Valley (PSULV) has a distinguished history within the Pennsylvania State University, being the oldest continually running campus outside of University Park. The campus opened its doors in 1912 and initially offered technical and workforce training. It then progressed to offer associate as well as baccalaureate degrees in what proved to be temporary locations (Ridge Avenue then Fogelsville). The campus eventually moved to its current location in Center Valley in 2010 to accommodate increasing student enrollments, expansion of academic degree programs, and growth in faculty and staff numbers. The move allowed the campus to triple its square footage, and PSULV was able to expand many amenities for students, including additional classrooms, a larger Fitness Center, and an Art Gallery. Despite the increase in size, some areas remained lacking; these include the current dining facility and the current student spaces, which are very limited for PSULV's vibrant commuter campus.

The goals of the project include the following:

- Provide a full-service kitchen that can offer food preparation on-site
- Incorporate a special events room
- Provide collaborative student gathering and support space
- Provide a three-story addition
- Enable the creation of an organic chemistry lab

The project's new construction will support program space on the first floor for a kitchen, café, special events room and dining area. The second floor will include student activity space, student affairs lounge and offices, and student club area and offices. The third floor will include an organic chemistry lab with support spaces, classroom and tutoring offices.

The University has completed the design which defines an addition of 20,500 gross square feet.

The total project budget, including soft costs and FF&E is \$14,400,000. This is divided into \$11.4M for construction (includes CM fee), \$1.2M in soft costs, \$900K in FFE (includes food service equipment) and \$900K in contingency. The selected CM will be working directly with the project's A/E firms to ensure all aspects of the project are executed in a timely and professional manner. Spillman Farmer Architects is the project A/E lead. Barton Engineering (MEP), Liberty Engineering (civil), Barry Isett (structural), Porter Khouw (food service) and Derck & Edson (landscape) complete the project team. PSU intends to bid and purchase the food service equipment direct. This is currently budgeted in the FFE costs. The CM will be expected to coordinate with the selected food service vendor.

DESIRED CONSTRUCTION MANAGEMENT SERVICES:

The University intends to engage a Construction Management (CM) firm to provide construction phase services for the project described above. The design documents are complete. It is intended that the awarded CM firm will ultimately enter into a GMP (Guaranteed Maximum Price) contract with the University.

The GMP will need to be established by the end of December 2019. The project will require authorization at the BOT meeting in February 2020 in order to proceed with construction. It is expected that construction will start immediately after BOT approval.

QUALIFICATION SUBMISSION REQUIREMENTS:

If your firm is interested in pursuing this project, please convince PSU that you are the most highly qualified firm/team to perform Construction Management services on this type of project. Please respond on two (2) single-sided A3's (11 x 17) only, in pdf format, with no cover letter:

Please provide evidence of the following (at a minimum):

- a. Recent experience with projects of this size, type, and complexity
- b. Availability of experienced and exceptional staff
- c. Ability to apply Target Value Delivery and other value-adding lean principles to the project
- d. Virtual reality and technology capabilities
- e. Established QA/QC protocols during construction

No formal site visits or tours will be provided at this stage. Please e-mail your submission, as a PDF attachment, by 3:00 p.m. on **September 11, 2019** to Rustyann Echard at rae12@psu.edu, with a copy to Kyle Hollick at kwh121@psu.edu. In the subject line/field of your e-mail submission, please type: "Penn State Lehigh Valley Building Expansion CM Qualifications Submission, [your firm's name here]". Please limit your submission to **two (2)** single sided A3's. If you have any questions regarding this request, please contact Rustyann Echard or Kyle Hollick (Project Manager) via email.

The University will use a qualifications-based selection process with long list, short list and interviews. The CM Selection Committee will select a long list of approximately 6-8 firms from the respondents to this letter. A Request for Proposal (RFP) will be issued to the long-listed firms by September 16, 2019. The response to the RFP's will be due at noon on September 27, 2019. The short list will be selected by October 7, 2019. Interviews will tentatively be held during the week of **October 21, 2019** at the Lehigh Valley Campus. The final selection will be made shortly after the interviews.

Form of Agreement. Included is the link to our Form of Agreement 1-CM-GMP, along with the related General Conditions:

<https://wikispaces.psu.edu/display/OPPD/CS/Division+00+-+Procurement+and+Contracting+Requirements>

Section "00 53 00 CONSTRUCTION MANAGER AGREEMENTS"

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-CM-GMP (v. 01/2019) and the related General Conditions (v. 01/2019).

Confidentiality/News Releases: News releases pertaining to this project will not be made without prior approval by Penn State, and then only in coordination with Penn State. Additionally, the contents of this correspondence are to remain confidential and as such are to not be made public.

The University reserves the right to waive any informality in any or all proposals, and to reject or accept any proposal or portion thereof. The University's intent is to identify the firm that provides the best overall fit with the perceived need. **Additionally, the above dates are target dates established by the University. The University reserves the right to modify the dates as/if it deems necessary.**

Sincerely,

Todd D. Webber

Todd D. Webber, MBA, CPP, Assoc. DBIA, EFP – PSU Construction & Contract Specialist

cc: J. Bechtel; A. Dent; K. Hollick; R. Echard; CM Selection Committee