

Date: April 6, 2023

Subject: Request for Letters of Interest for the following:  
Design-Build Team for Pollock Halls Renovations  
Penn State – University Park Campus  
Penn State Project No. 00-07386.00

To: Design-Build Teams

## INTRODUCTION

The Pennsylvania State University (Penn State) intends to renew the Pollock Halls residential area at its University Park (UP) campus to address building age related challenges and meet current student expectations. The project, envisioned to be completed in multiple phases, currently includes the plan to renovate seven residence halls and remove two residence halls. The work also includes the renewal of the supporting systems located in Pollock Commons and the corresponding connections through the service tunnels to the halls. The Pollock Halls site will also be renewed.

## PROJECT OVERVIEW AND DETAILS

This work is a continuation of a residence hall renewal program developed from a 2014 Bohlin Cywinski Jackson feasibility study for the East Halls and Pollock Halls residence areas. The initial work of this program commenced at East Halls and was comprised of six sequential phases. Work at East Halls was previously awarded and is approaching completion. The remaining work of the renewal program, the subject of this search, will occur at Pollock Halls. Applicable portions of that study will be shared with the Design-Build (DB) teams that advance to the long list selection stage and the complete programming documentation will be provided to the successful candidate.



Figure 1 – Pollock Halls, University Park Map Excerpt

It is the intention of Penn State to select a DB team for the renewal of Pollock Halls. Specifically, to enter into an agreement with a DB team for a fixed-fee contract for design and pre-construction. Then, upon

successful completion of design and procurement, establish a Guaranteed Maximum Price (GMP) and convert to a GMP contract with all fixed costs rolled into the GMP. Bridging will not be utilized.

This DB team selection is for the anticipated renovation and removal of multiple residence halls in Pollock Halls (as outlined below), performed in multiple phases. Each phase will be a separate Penn State project and will have a separate DB agreement. It shall be understood that the anticipated number of renovations, removals, and phases may change as it suits Penn State. Specifically, Penn State is not required to enter into agreement with the selected DB team for succeeding phases.

The successful DB team will lead planning, design, procurement, and construction efforts of the renovations and removals, including all related site/civil improvements. Work has been planned in two master phases and is currently envisioned as follows:

- Phase 3: Complete renovation of seven existing residence halls and the Pollock Halls site.
  - Phase 3A is anticipated to include Ritner and Wolf halls.
  - Phase 3B is anticipated to include Hiester and Shulze halls.
  - Phase 3C is anticipated to include Porter and Shunk halls.
  - Phase 3D is anticipated to consist of Beaver Hall.
- Phase 4: Removal of Hartranft and Mifflin halls and site renewal.

The summary history of Pollock Halls is as follows:

- Pollock Halls was built to replace Pollock Circle, a temporary housing complex built quickly to respond to the rapid enrollment growth that followed the Second World War.
- The nine residence halls in Pollock Halls were constructed in two phases. All the buildings opened in 1960 except for Porter and Shunk, which opened in 1964.
- Pollock Halls has approximately 2,500 beds, about 20% of the Housing inventory at UP.
- The halls have been retrofitted with sprinkler systems & regularly maintained.
- Some halls have seen some repairs, e.g., building rewiring, partial piping replacement, elevator replacements.



*Figure 1 – Pollock Halls, from La Vie 1962*

- None of the halls have received comprehensive renovation.

The goals of this project include the following:

- Fully renovate seven residence halls to remove hazardous materials, meet ADA accessibility needs, renew building envelopes, replace all building systems, and update their aesthetic.
  - Update the student experience by creating vibrant common spaces and shared private baths, improving resident comfort (including adding air conditioning), replacing all finishes, and providing new, movable furniture.
  - Maintain double rooms as the predominant room type, with the goal of preserving the existing bed count.
- Renovate the site to implement functional, accessibility, and aesthetic improvements.
- Remove two residence halls after verifying that they will not be used for future swing space or renovated and kept in service.
- An outcome that renews the complex and sets it up for decades of successful service to the University, with a focus on the student perspective, durability, low maintenance, and energy efficiency.

The total project budget for Phases 3 and 4 – including soft costs, FF&E, and owner contingency – is \$338.2M. In keeping with our commitment to environmental sustainability each building will, at a minimum, attain USGBC’s LEED certified level. We expect design to commence immediately (upon contract execution) with construction completed for the sequential phases as follows:

- Phase 3A no later than July 2026
- Phase 3B no later than July 2027
- Phase 3C no later than July 2028
- Phase 3D no later than July 2029
- Phase 4 no later than December 2029

#### **SELECTION AND IMPLEMENTATION MILESTONES**

*All times are EST.  
Dates after LOI are tentative.*

- **Submission of Letter of Interest:** **Noon, May 1, 2023**
- Post long-list of DB teams and issue RFP: week of May 15, 2023
- Tours of existing facilities for long listed DB teams: 1 PM, May 25, 2023  
1 PM, May 31, 2023
- **Submission of Proposals Due:** **Noon, June 12, 2023**
- DB team Interviews: July 27, 2023

## CONTACT DURING THE SELECTION PROCESS

Questions during the selection process are welcome and are to be submitted in writing via email to the Penn State Facilities Project Manager. Please cc the University Architect. An attempt will be made to answer all questions in writing via email which will be shared with DB teams who have notified the Project Manager of participation in the selection process and shared contact information.

## LETTER OF INTEREST SUBMISSION REQUIREMENTS

If you submit a Letter of Interest for this Design-Build project, provide the following information:

1. A brief statement detailing the DB team's profile (size, characteristics, unique qualifications, etc.). Clearly identify the proposed design and construction entities that make up your team, who is leading the project, and describe your legal structure (e.g., joint venture, contractor led, designer led).
2. Outline your team's experience in the design and renovation of facilities of similar higher education programs, scope, size, and complexity. Include a sampling of your previous relevant project experience. Clearly identify who from your team is responsible for the examples shown.
3. Please discuss some of the key issues that, in your opinion, are important in the design and construction of this project.
4. A statement outlining your design-build approach for this particular project and the added value your team's processes would provide to the project.



*Figure 3 – Hartranft Hall*

As applicable throughout the Letter of Interest, provide professional credit to partners (e.g., design architect, architect of record, and academic planning partners) for all projects discussed within the proposal and for all project images shown.

Submit a PDF version of the Letter of Interest. Limit the submission to five (5) total letter-size pages, single-sided. A cover letter, if included, must be included in the five (5) total pages. Send a PDF of the submission electronically to [gak21@psu.edu](mailto:gak21@psu.edu) and [reo100@psu.edu](mailto:reo100@psu.edu) by the submission deadline. Include the DB team's primary contact name and email address for the selection process.

Penn State encourages DB teams to visit the site during this selection process. However, guided campus/site tours are not provided at this step in the selection process but will be held with the long-listed DB teams.

## **RESPONSE CONDITIONS**

Participation in this selection process by submitting DB teams is voluntary and shall be at no cost or obligation to Penn State.

Penn State does not oblige itself to make the selection for this design-build contract based on lowest cost and reserves the right to reject all responses and to hold proposals for a minimum of forty-five days. Penn State further reserves the right to waive any irregularity in any or all responses, and to reject or accept any response or portion thereof. Our intent is to identify the DB team that provides the best fit for our perceived need. This DB team will balance experience, service, quality, and cost.

News releases pertaining to this work will not be made without prior approval from Penn State, and then only in coordination with Penn State. The contents of all selection process correspondence and material are to remain confidential, and as such, not be made public.

It is our intent to utilize the “ConsensusDocs 410 (Modified) Standard Design-Build Agreement and General Conditions Between Owner and Design-Builder” with Penn State specific modifications. By participating in this selection process, the DB is acknowledging that they concur with, without exception, the terms, conditions, and provisions as contained in this form of agreement. The current Penn State version of this agreement will be shared with the longlisted teams.

After selection, the Penn State Facility Project Leader will be Penn State’s point-of-contact for the DB team for all matters related to the project and is the only person authorized to provide direction to the DB team.

The DB team is responsible for making all parking arrangements. Penn State is not responsible for any citations or parking violations incurred by the DB team.

If it becomes necessary to revise any part of this request an amendment will be posted on the selection website.

Thank you for your anticipated participation in this process. We look forward to reviewing your information for this important project.

Kindest Regards,

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CC: Screening Committee