



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

Date: December 8, 2017

Subject: **Request for Proposals – Architect/ Engineering Team Selection
Henning Building Replacement**
University Park, PA

To: Cannon Design
Ennead
Flad Architects
Goody Clancy Architecture
HDR
HOK
Payette
Perkins + Will
SOM
Tsoi Kobus Design

The Pennsylvania State University and the College Agricultural Sciences want to thank all 35 teams who submitted Letters of Interest for this project. We value your time and resources that are committed to these submissions and greatly appreciate your interest in working with the University.

We congratulate the 10 Long-Listed Teams, listed above. We invite the above teams to continue in the Architecture-Engineering Team Selection process, the next step of which is to respond to this Request for Proposal.

The project is intended to solidify the College of Agricultural Sciences' standing as one of the top-ranked agriculture programs in the country. We are seeking the "best of the best" in terms of all aspects of the project, inclusive of the Architecture-Engineering Team that we will select for this project.

A. INTRODUCTION

The Screening Committee will review responses to this Request for Proposal, which is due in my office at **Noon on January 8, 2018**. The Screening Committee will identify a short list of three teams to be interviewed on **February 7, 2018**. The results will be announced at the Board of Trustees meeting on **February 23, 2017** and posted to this website.

Participation in this selection process by submitting firms shall be at no cost or obligation to The Pennsylvania State University (PSU). The University reserves the right to waive any informality in any or all Proposals, and to reject or accept any Proposal or portion thereof. Additionally, the University may also hold all proposals for up to 45 days and to reject all proposals or to award on the basis of technical merit and the best interests of the University.

B. PROJECT OVERVIEW AND PROGRAM OF REQUIREMENTS

The existing 62,140 gross square foot Henning Building was completed in 1967 and houses the Department of Veterinary and Biomedical Science, the Department of Animal Science, and includes a basement vivarium. The University envisions this project as a replacement building, as the existing building and infrastructure are at the end of their useful life and can no longer support the education and research needs of the College of Agricultural Sciences. The replacement building is currently expected to sit on the current ~265 foot by ~ 225 foot site of the existing building, in large part to maintain and strengthen the building's physical connection to the adjacent Agricultural Science and Industries Building. Due to the prominence, visibility, existing trees, utility locations and major campus connections at and around the project area, site analysis and evaluations will be required. The successful team will establish options to site arrangement, landscape design, proposed pedestrian and truck campus connections, building siting/ orientation/ massing, and aesthetic impact of the new building.

The replacement building will support the existing programs in the facility, while supporting projected departmental growth. The College and Departments seek a state-of-the-art facility with laboratories, exceptional teaching and research spaces, a new AAALAC compliant vivarium facility, and offices.

The goals of the project include the following:

- Enhance the vision and goals of the Department of Veterinary and Biomedical Science and the Department of Animal Science and the College.
- Create a new building that will enhance the existing campus aesthetic and character of the district and consider the image and visibility of programs within.
- Craft a completed facility that fully addresses the current space limitations for the Animal Science Department and expansion of the Veterinary and Biomedical Sciences Department
- Provide new faculty staff and student spaces to enhance departmental and inter-departmental community, collaboration, and efficiency
- Replace deteriorated infrastructure systems, including the site utility services
- In keeping with our commitment to environmental sustainability, we expect that this facility will, at a minimum, attain USGBC's LEED Certified Level.
- Create contemporary classrooms, research laboratories, and collaboration spaces in support of evolving educational pedagogies, technologies, and research initiatives

The University has completed a concept level program document with the assistance of Trefz Engineering and Zimmerman Studio (attached). The program document defines a building of 60,580 net square feet, made up of 10,580 NSF Vivarium; 17,680 NSF Veterinary and Biomedical Science; 23,470 NSF Animal Science and 8,850 NSF general space.

Thorough review and verification of the program will be the initial project phase for the selected project team. Delivering the highly space efficient building is critical to the success of this project. The completed program document calls for a replacement building between 95,000 GSF (65% efficiency) and 110,145 square feet (55% efficiency). Given the desire to appropriately define the building efficiency, we are seeking teams that can drive our decision making on the appropriate grossing factor and also seek ways to find efficiencies in the planning and design of the completed facility. After the program validation phases, the project will follow the standard design phases – SD, DD, CD and CA Phases.

The total project budget, including soft costs and FF&E is \$89,600,000. This is divided into \$72.1M for construction. This figure consists of \$54.5M in direct construction costs along with \$8.5M in CM related costs and contingencies. The overall construction number also includes \$2.0M in hazardous material abatement and approximately \$5.6M in escalation costs. There is a \$1.5M swing space allowance also included. Swing Space is being managed as a totally separate project but this allowance comes from the Henning Budget and is calculated in the overall total.

There is \$11.7M in soft costs that consist of AE fees and other soft costs. This covers \$550,000 for commissioning, testing, geotechnical fees (hired by owner). It includes \$2.1M in owner project support costs, moving, technical service, and soft costs. There is \$2.85M set aside for FF&E. The balance of the project budget is currently owner contingency.

Another important note about the project budget is the current available funding. The University has identified funding to bridge the gap from the current capital plan to the upcoming capital plan. The Henning project will be funded for a portion of the early study/design phase through June 2018. The balance of the project design funds will be available starting in July 2018.

The successful A/E firm will be expected to participate in selection of a Construction Manager procured by the University early in the design. The A/E firm will work closely with the CM during the design and construction phases.

A notice to proceed with design is expected by March 2018. The project team should plan for final design to be presented to the University Board of Trustees no later than November 2019. This will serve as the approval to proceed to construction starting in December 2019. The construction is expected to be complete by December 2021.

C. RFP ATTACHMENTS AND REFERENCED STANDARDS

Enclosed you will find the following supplemental documents:

- **New Henning Building Program Statement**, including test fit floor plans, with suggested space allocation. The Program includes a site utility plan, an existing tree condition survey, and vivarium design standards.
- **Henning Building Potential Animal species list**
- **Henning Building PDRB Gate 1 Presentation** dated October 25, 2017
- **Project Delivery System Chart**
- **Form of Agreement.** Included is the link to our Form of Agreement 1-P: <https://wikispaces.psu.edu/display/OPPDCS/Division+00+-+Procurement+and+Contracting+Requirements>. 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-P.
- **Office of the Physical Plant (OPP) Standards.** The web sites www.opp.psu.edu and <https://wikispaces.psu.edu/display/OPPDCS/Design+and+Construction+Standards> provide information regarding PSU's specific design submission requirements and standards. Please review to ensure that your team is able to deliver a building within these standards.
- **OPP High Performance Standards.** The University has a commitment to environmental stewardship and requires the maximum possible use of sustainable and energy-efficient

designs and specifications, for architectural, site, utility, structural, mechanical, electrical, and plumbing work. Refer to the following link for the University's high performance standards that exceed building code minimum requirements:

<https://wikispaces.psu.edu/display/OPPDCS/01+80+00+PERFORMANCE+REQUIREMENTS>

Apart of this is PSU's High-Performance Building Design Standards: Building projects shall comply with ASHRAE Standard 90.1 Energy Standard for Buildings Except Low-Rise Residential Buildings, 2010 version AND as superseded by more stringent requirements of ASHRAE Standard 189.1 Standard for the Design of High-Performance Green Buildings, 2011 version.

The standard defines a minimum requirement of LEED Certified for this project.

D. SELECTION AND IMPLEMENTATION MILESTONES

- RFP Issued to Long-Listed Teams: December 7, 2017
- **Submission of A/E Proposals Due: Noon, January 8, 2018**
- Post Short-List results and Interview notice January 19, 2018
- **Shortlisted teams site visit and workshop: Week of January 29, 2018**
- A/E Team Interviews: February 7, 2018 (at University Park)
- **Board of Trustees Selection of Team + Post Results: February 23, 2018**
- Contract Award / Letter of Intent: March 16, 2018
- **Construction start date: December, 2019**
- Project Occupancy: December, 2021

E. PRE-PROPOSAL SUBMISSION CONTACT

The Office of Physical Plant encourages you to visit the site and discuss the project with representatives of the user group in order to understand all goals and the major issues driving this project. Contact Jeff Spackman, Project Leader at Penn State OPP, at 814-863-2496, 814-826-8461 (mobile), or djs47@psu.edu with any questions and/or to schedule your site visit.

Site visits for the long listed teams will only be available on **Friday December 15th or Monday December 18th**. These may include more than one A/E team due to the limited time available. The tours are not mandatory but must be scheduled in advance by contacting the project manager. The short listed teams will be permitted individual tours of longer duration.

Campus Planning and Design-related questions should be directed to Greg Kufner, University Architect.

F. PROPOSAL REQUIREMENTS

Deliver Sixteen (16) hard copies of your proposal and one (1) digital copy on a thumb drive to:

Greg Kufner, AIA, NCARB
University Architect
The Pennsylvania State University
206 Physical Plant Building, University Park, PA 16802

Hard copies of the Proposals are due January 8, 2018 at Noon, Eastern Standard Time. A PDF version of your proposal should be included on a thumb drive within your submission. Proposals received after this date and time may be automatically rejected. Proposals shall be provided in an 8.5" x 11" format. Limit submission to Forty (40) single-sided pages maximum (20 double-sided). Double-sided printing is strongly encouraged.

A cover letter shall be provided from the proposed leader(s) of the Candidate Team submitting. The cover letter should be one page maximum. The cover letter should include the following:

- A. This letter should establish the contact information (address, phone, and e-mail) for your team's main point of contact
- B. Primary office location of the submitting candidate team
- C. A concise summary as to why your team is best suited for this project
- D. Statement of certification that all information provided in your submittal is accurate

Collate and bind proposals according to the following four (4) Sections:

Proposals shall follow the below format, in the order stated to ensure that all pertinent information necessary for evaluation is included and easily comparable by Selection Committee. The cover letter, table of contents, and divider pages will not count towards the RFP page limitation. OPP encourages you to be as brief as possible without sacrificing accuracy and completeness.

*** Note 1: As applicable throughout proposal, provide professional credit to architectural partners (including design architect, architect of record, and academic / lab planning partners) for all projects discussed within the proposal and for all project images shown.**

Section 1.0 –TEAM STRUCTURE

- A. Identify prime firm and key consultant firms, size of prime firm, each firm's role on this project, and each firm's qualification and experience on similar projects. Identify past collaboration between prime firm and key consultants, including number/ value of projects. Describe overall team commitment to sustainable design, including number of completed LEED projects.
- B. Provide team organizational chart. Include prime and key consultant firms, and provide the name and role of key team members. Clearly identify which team members are designated for leadership positions on the team. Provide specific names of personnel when possible. Please highlight Diverse Business Enterprise Program (DBE) representation on your team.
- C. Provide resumes of key team members identified in the organizational chart. Include registrations/ certifications, educational background, years of experience, relevant project experience and define each key team member's role on each project. Include at least two client references for each key team member. By submission of your proposal, your firm commits to the Owner that the proposed team member will be those assigned to the project.

Section 2.0 – TEAM QUALIFICATIONS

- A. Provide a summary of qualifications and expertise of the firms with specific emphasis on:
1. Design Excellence, including national recognitions.
 2. Distinguishing factors of team differentiation.
 3. Experience delivering studies and projects of a similar scope, scale, and complexity. **(See Note 1)**
 4. Expertise in the planning, design, and delivery of state-of-the-art academic, research, and collaboration environments to support Veterinary and Biomedical Science and Animal Science. Include expertise in delivering spaces that support evolving pedagogies and research initiatives. **(See Note 1)**

- B. Identify a maximum of six (6) projects and (1) animal facility planning study or master plan, within the last ten (10) years, which BEST exemplify qualifications and expertise of your proposed team. Include brief description of each project, project gross square feet, programmatic breakdown and size, project budget, final project cost, and completion date of project. Clearly identify experience of prime firm versus consultant team experience. Show illustrative representation of the example projects, particularly those highlighting the work of your team's proposed Lead Design Architect. **(See Note 1)**

Develop a matrix that illustrates the similarities between the example projects to this project.

In matrix form, show the participation of individuals from the proposed team on the identified projects. List team member's respective role on each of the example projects.

- C. Highlight your architecture, engineering, and lab planning qualifications respective to the programming, planning, design, and execution of AAALAC compliant vivarium facilities. Identify the individuals on your proposed team with this specific experience. **(See Note 1)**
- D. Briefly describe your proposed methodology to help address PSU's Diverse Business Enterprise Program (DBE) and maximize DBE firm participation within your proposed team. DBE requirements can be found in this link:
<https://opp.psu.edu/planningdesignconstruction/diverse-business-enterprise-program-dbe>
- E. List errors and omissions insurance coverage limits of the lead/ prime entity of the candidate team. Provide information on errors and omissions claims in the last (7) seven years.
- F. Provide historic breakdown of project performance. Include project delivery method, history of project budgets compared to completed construction cost, history of change orders, average response time to RFIs, and other key firm profiles relevant to this project.
- G. Acknowledgment of your review and acceptance of the attached Form of Agreement 1-P, ensuring that your firm accepts all terms and conditions as written.

Section 3.0 – PROJECT APPROACH AND SCHEDULE

- A. Describe your team’s proposed project approach to:
1. Helping to define project goals and expectations and achieving goals/ expectations.
 2. Programming, space planning and programmatic adjacencies, including the creation of blocking and staking options to respond to project aspirations, sustainability and other factors relevant to the program elements.
 3. Planning, managing, and executing the project. Include approach to including decision making process(es), consensus building, and tools that you will utilize.
 4. Innovative design.
 5. Use of BIM, technology, predictive modeling, and digital tools.
 6. Cost estimating, cost control, and quality control through the design and construction phases.
 7. Creating a collaborative environment between architects, academic/ lab planners, engineering consultants, and PSU stakeholders.
 8. Creating a collaborative design and construction process, including integration of the design team with the Construction Manager, Design Assist Partners, subcontractors, and trades.
- B. Briefly describe your approach to Penn State reviews, PSU design reviews, and jurisdictional reviews. Anticipated jurisdictional reviews include Labor & Industry and building code. Local municipal reviews and permits may be required and the professional shall be responsible for securing these permits with assistance of the University. Any fees associated with permits shall be paid for by the Professional and will be reimbursed by the University.
- C. Brief narrative approach to MEP planning/ design/ delivery of a research-ready, commission-ready, energy efficient, and high performing laboratory and vivarium facility.
- D. Approach to Sustainability. After reviewing PSU’s High Performance Standards, describe your team’s approach to driving towards PSU’s sustainability goals on the project, including exceeding our standards. Highlight your experience meeting similar high performance standards, ideally laboratory projects. Define which individuals are leading certain sustainability efforts.

Among other applicable topics, discuss your team’s approach and experience applying advanced sustainability measures, ability to apply best practice in sustainable design, applications of creative innovations to obtain the optimum performance for projects, and experience using energy models to drive design thinking.

- E. Provide statement validating the proposed project schedule and your entire team’s availability to appropriately staff the anticipated workload. Create a graphic project schedule showing phase durations, owner engagement and review, critical milestone and other critical schedule elements. See the Project Delivery System Chart for critical milestones.

Section 4.0 – PROJECT-SPECIFIC KEY DRIVERS AND IDEAS

- A. Project Understanding. Briefly demonstrate your understanding of the project. Provide any observations of the project program or other provided information.

To indicate your understanding of the uniqueness of this project, describe key project drivers, critical design elements, and potential constructability considerations your team has identified as a priority for this specific project. Discuss how you addressed similar issues on other projects.

- B. Delivering the highly collaborative and space-efficient building is critical to project success. We are seeking teams that can drive our decision making to the appropriate grossing factor, in order to meet programmatic, functional, and collaboration needs. We seek to explore innovations to efficiencies in the planning and design of the completed facility.

Describe programming, planning, benchmarking tools and methodologies that your team will use to meet these objectives.

Provide specific ideas or project examples that executed innovations for the following:

1. Flexible lab and vivarium planning methodologies.
2. Balancing the requirements of open labs versus specialized and core facilities.
3. Approach to facilitating design and planning ideas to achieve a high level of user collaboration and creating collaboration spaces within dense/ efficient buildings.

- C. Your firm's vision of what, beyond purely functional issues, constitutes the essence of this type of facility. Provide additional evidence of your firm's ability to translate design intentions into a meaningful project.

Discuss example project(s), relevant to our project, that best indicates the appropriate resolution of an understanding of the uniqueness of a project, design intentions, and how those design intentions translated into a meaningful and synthesized final solution.

- D. Provide any initial design ideas, thoughts or considerations regarding the project. We are not seeking design solutions, but rather your design thinking. Considerations should be related to the building, site, and broader campus planning issues.

Thank you for your anticipated participation in this RFP process. The Pennsylvania State University looks forward to reviewing your responsive proposal for this important project.

Respectfully,

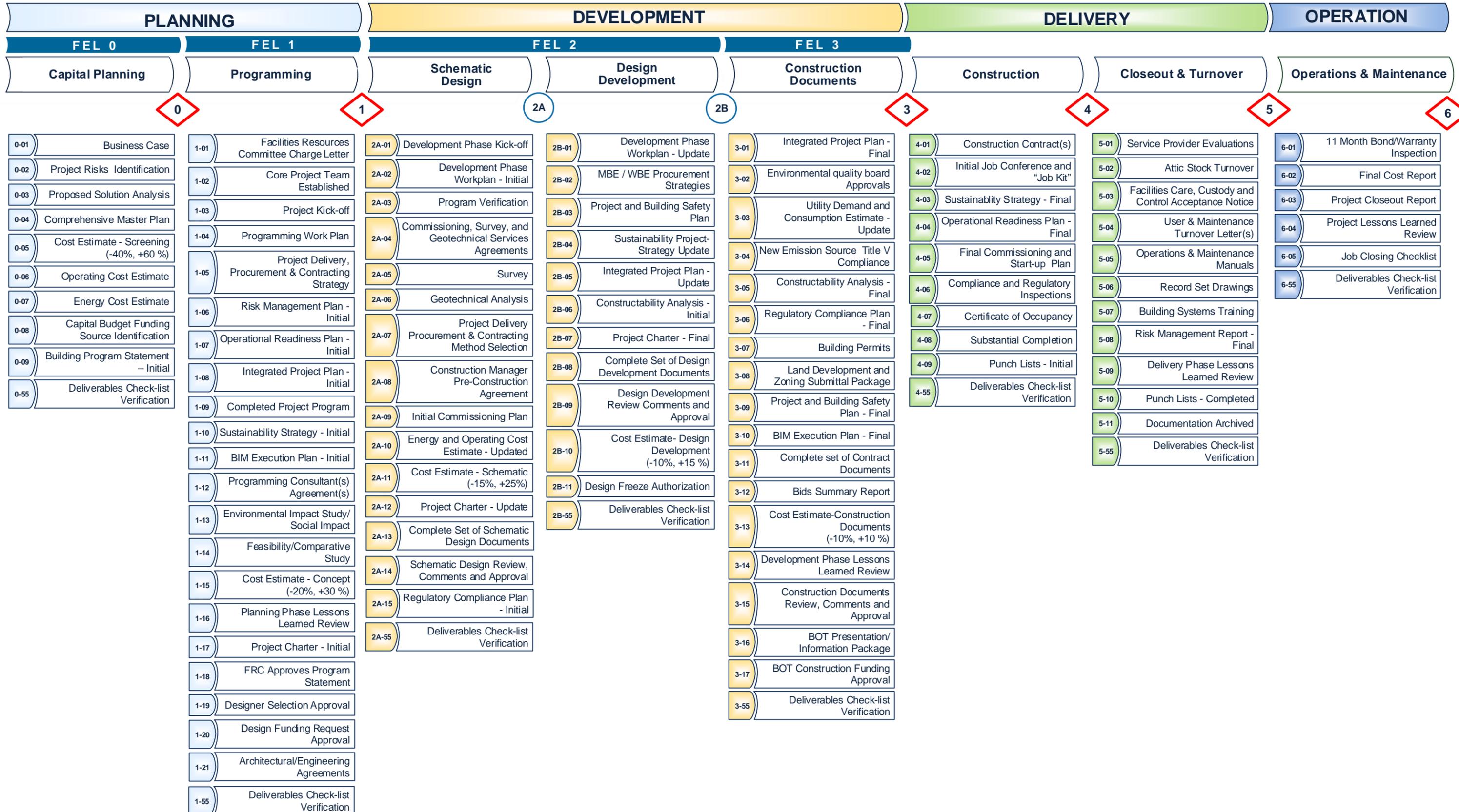
Greg Kufner, AIA, NCARB



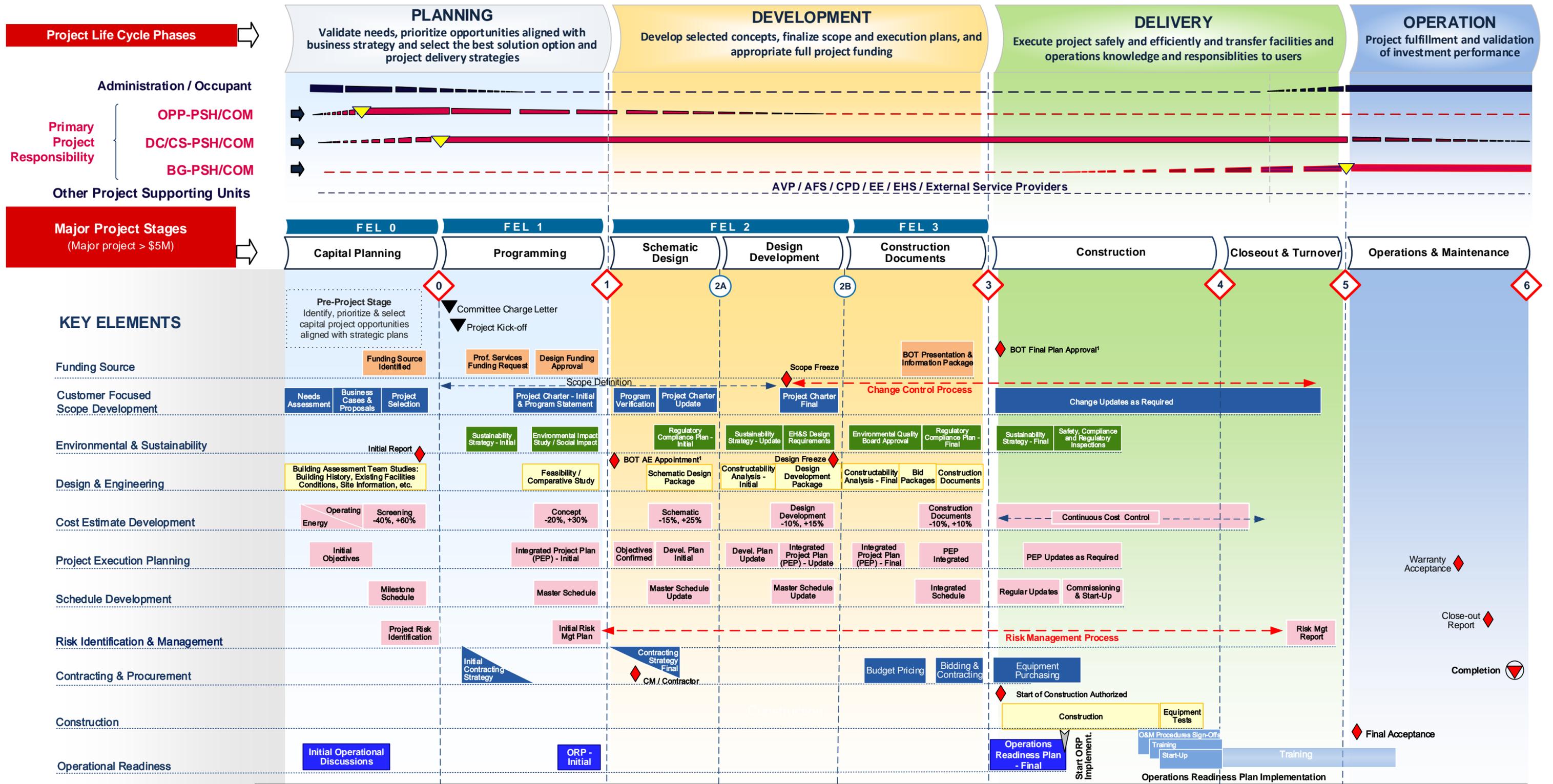
University Architect
The Pennsylvania State University
206 Physical Plant Building, University Park, PA 16802
Phone: 814-865-8177 | Email: gak21@psu.edu

CC: Screening Committee

PROJECT DELIVERABLES



PROJECT DELIVERY SYSTEM



Legend :

- ◊ Major Gates
- ◻ Sub-Gates
- ▼ Leadership
- ◼ Committee Charge Letter / Project Kick-off
- ◆ Significant Milestones
- ⊙ Project Completion

AFS - Administrative and Financial Services
 AVP - Associate Vice President
 BG - Building & Grounds
 BOT - Board of Trustees
 CM - Construction Management
 CPD - Campus Planning and Design
 CS - Commonwealth Services
 DC - Design & Construction
 EE - Energy and Engineering
 EHS - Environmental, Health and Safety
 FEL - Front End Loading - Planning
 FRP - Facilities Resources & Planning
 PSH/COM - Penn State Health/College of Medicine
 OPP - Office of Physical Plant
 ORP - Operational Readiness Plan
 PEP - Project Execution Plan

¹ BOT AE Appointment and BOT Final Plan Approval required for projects \$10M or greater