

October 13, 2017

Re: Short List Workshop and Interview Details
West Campus Steam Plant CHP Expansion
University Park, PA

To: Cogen Power Technologies
McGough Construction & Karges-Falconbridge, Inc
Waldron Engineering & Construction, Inc.

The Screening Committee met on October 12, 2017 to determine the short list for this project. The Screening Committee has selected the above three (3) teams, as the final short list. All short listed teams are invited to interview for the project.

Additionally, we ask all teams to participate in a pre-interview technical workshop for the West Campus Steam Plant (WCSP) CHP Expansion Project. The workshop will take place at the Office of Physical Plant on Wednesday October 25th and Friday October 27th as listed below:

<u>Room</u>	<u>Date/Time</u>	<u>Team</u>
Room 202	October 25 th 1:00 P.M. – 3:00 P.M.	Cogen Power Technologies
Room 105-A	October 27 th 10:00 A.M. – 12:00 P.M.	McGough Construction and KFI
Room 105-A	October 27 th 1:00 P.M. – 3:00 P.M.	Waldron

The purpose of this technical workshop is to meet with the Penn State Project Manager, the WCSP Superintendent, the Steam Utility Engineer and Environmental Engineer. Please limit your team to 4 key people (for example your project manager, superintendent, lead engineer, environmental lead). The agenda and format of the workshop will be up to you but we would offer our initial considerations for time allocation:

- Allow 5 minutes to introduce your team and discuss the roles of those in attendance. Allow 60-75 minutes for project discussion. This is your chance to gather information on the project from Penn State. You will run this portion of the workshop.
- Allow 20-30 minutes for Penn State to ask questions of your team. Allow 10 minutes for wrap up. The rooms will be available 15 minutes before the start time. A projector and whiteboard will be available if needed.

The interviews for the selection of a design build team will take place at The Penn Stater Conference Center, in State College, PA on Monday, October 30, 2017. The interview schedule is as follows:

Room	Time	Interviewing Team
Room 218	8:15 A.M. – 9:30 A.M.	Cogen Technologies
Room 205	9:40 A.M. – 10:55 A.M.	McGough & KFI
Room 218	11:05 A.M. – 12:20 P.M.	Waldron

The interview rooms will be available half an hour before your assigned time. A projection screen will be provided for your use. Projection, internet, and other technology needs are your responsibility. You may contact the Penn Stater directly if you would like their assistance. Bring a copy of your interview presentation for us to retain, via thumb drive, to your scheduled interview.

The interview format will be 40 minutes presentation, 35 minutes question and answer. During the presentation we request you address the following items:

- Team. Briefly introduce interviewees and their role on the project. Review overall team (org chart) and identify the roles of key team members/ consultants. Identify how your team will comply with the University's Diverse Business Enterprise Program.
- Clearly identify how your team's experience on similar projects will allow your team to add value to Penn State for our project.
- Describe your design/build approach to this project, including the overall design/analysis/engineering process, schedule control, cost control, and approach to sustainability. Identify critical path items, milestones, and schedule drivers. Outline critical factors to consider with respect to the project budget and discuss your impression of the total project budget.
- Briefly describe your approach to the permitting process and the environmental concerns related to this project.
- Address your approach and governance for this project and include how you intend to apply any lessons learned from previous work.

Limit your team's attendance to seven (7) 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 does not plan to participate in the design and construction phases should not attend. At the interview please provide the 9 member screening committee members with full resumes of the team members attending.



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

Supplementary to these interviews, the following documents are provided your use:

- Non-binding fee form. Respond electronically by 7:00am on October 30, 2017, to my office via email at djs47@psu.edu. You may also bring a sealed hard copy to the interview.
- Sample room arrangement
- Photo requirements, due by October 25th at Noon to Madeline Cantú mac56@psu.edu

The result of the interviews will be approved at the Board of Trustees meeting on Friday, November 10, 2017 and posted to our website that same day.

Please contact me with any questions. We look forward to learning more about your team.

Sincerely,

D. Jeffrey Spackman, PE
Project Manager
Design and Construction
The Pennsylvania State University
106 Physical Plant Building
University Park, PA 16802

Attachment A: Breakdown of Proposed Project Fees



ATTACHMENT A - BREAKDOWN OF PROPESED PROJECT FEES – NON BINDING

Use this form as coversheet to the requested supporting documentation. See the 1-DB contract previously provided if you have questions on the project cost and compensation.

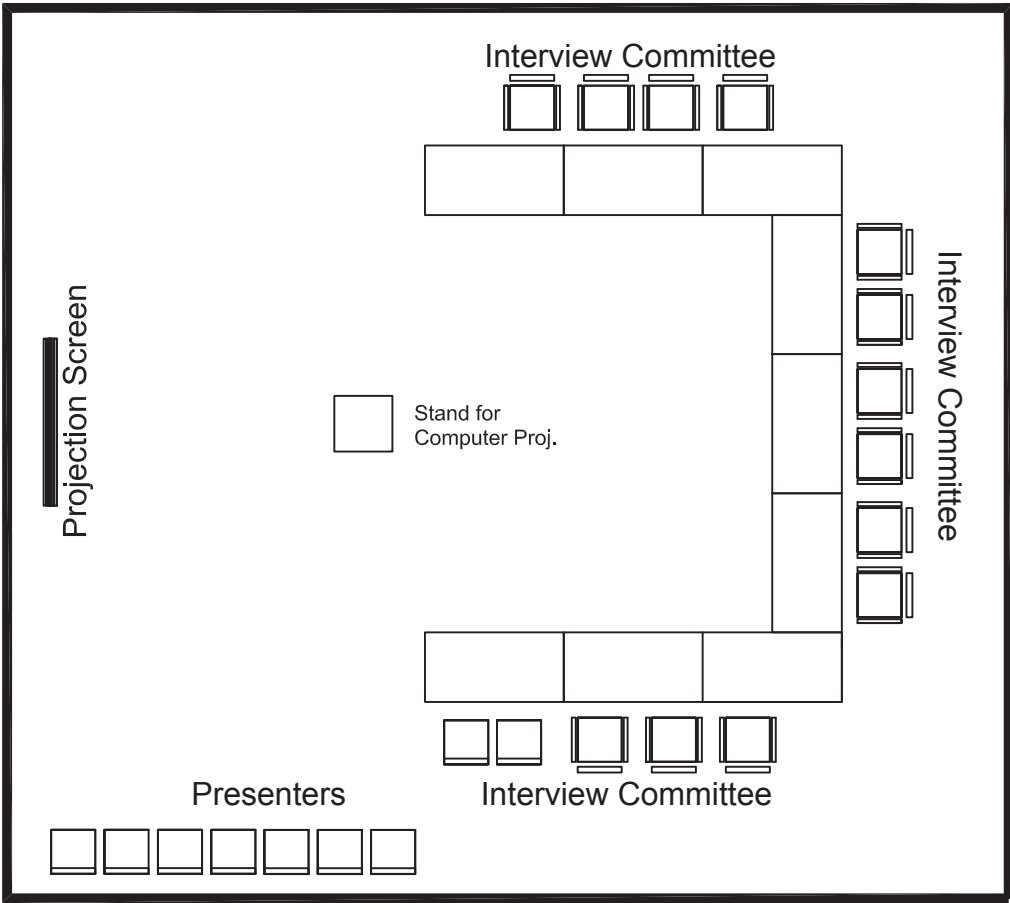
Return this form and requested fee details **electronically by 7:00am October 30th.**

Project: University Park West Campus Steam Plant CHP Expansion

Firm Name : _____

- | | <u>Hours</u> | <u>Fee</u> |
|--|--------------|------------|
| 1. Builder Preconstruction Fee (inc reimb) | _____ | |
| \$_____ | | |
| 2. Builder Staffing Estimate | _____ | \$_____ |
| a. Builder staffing will eventually be included in the GMP. The intent of this line item is to understand proposed level of onsite staffing during construction. Final staffing to be coordinated prior to GMP approval. | | |
| 3. Design Builder Fee: (per 1-DB paragraph 6.3) | | _____% |
| 4. AE Fee & Reimbursable Expenses (Include all phases from Schematic Design to Record Drawings/Closeout.) | | |
| a. AE Fee: | _____ | \$_____ |
| b. Reimbursable Expenses: | | \$_____ |
| 5. Additional Services (not Included above): | | \$_____ |
| a. List any other services and breakout cost for each that you are proposing, e.g. document review, facilitation, colocation. | | |
| 6. Provide hourly rates for all proposed team members. | | |

Board of Trustees Architect / Engineering Interview Room Layout



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 (6) high quality exterior and (12) 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.