



DATE: July 12, 2019

SUBJECT: **Request for Letters of Interest – Architecture/Engineering (A/E) Team Selection
PSU Milton S. Hershey Medical Center 3rd Floor Hospital Renovations**
Hershey, PA

TO: Architectural Firms

The Pennsylvania State University (PSU) and Milton S. Hershey Medical Center are excited to begin the Architecture/Engineering (A/E) Team selection for the re-design of the existing inpatient units, clinical support and office suites located on the 3rd floor of the original main and south addition hospital buildings of the Milton S. Hershey Medical Center. PSU is utilizing our standard qualification based A/E Team selection process for this project.

PROJECT OVERVIEW

As a member of the Penn State Health System (PSH), the Milton S. Hershey Medical Center is focused on the ever changing needs of the healthcare marketplace. The health system is a multi-hospital health system serving patients and communities across 29 counties in central Pennsylvania. The system includes Penn State Health Milton S. Hershey Medical Center, Penn State Children’s Hospital and Penn State Cancer Institute based in Hershey, Pennsylvania; Penn State Health St. Joseph Medical Center in Reading, Pennsylvania. Employing more than 1,400 physicians and direct care providers at 119 medical office locations, Penn State Health consists of two clinical practice groups – the Academic Practice Division and the Community Practice Division. Additionally, the system jointly operates various health care providers, including Penn State Rehabilitation Hospital, Hershey Outpatient Surgery Center, Hershey Endoscopy Center, Horizon Home Healthcare and Pennsylvania Psychiatric Institute. In December 2017, Penn State Health partnered with Highmark Health to facilitate creation of a value-based, community care network in the region. Penn State Health shares an integrated strategic plan and operations with Penn State College of Medicine, the University’s medical school.

The current state for the Milton S. Hershey Medical Center includes (but not limited to) the expansion of inpatient services. An expansion to the Children’s Hospital expansion is underway that will include three additional floors and one renovated floor and will open in the fall of 2020. The expansion to the Children’s Hospital will accommodate the relocation of Women’s Health Labor & Delivery, Postpartum, Antepartum services from the 3rd floor of the main building and Neonatal Intensive Care services from the 7th floor of the south addition.

PROJECT PROGRAM AND GOALS

In 2017, we engaged an Architectural firm, Cannon Design, to perform a planning study of the third floor main hospital and south addition space. The goal was to maximize inpatient adult beds, increase efficiencies in function and operations, as well as improve the flow and circulation within the 3rd floor of the main building and south addition. Cannon Design developed a program and planning document to guide the next phase of design for this project.

The back-fill of the vacated space on the 3rd floor of the Main Hospital and South Addition Hospital buildings will provide an opportunity to “right size” the original single private patient rooms in the Main Hospital to

today's standards and eliminate the semi-private and multi-bed rooms located in the South Addition building. In addition to the inpatient units located on this floor, the following support functions occupy space as well: Care Coordination Office Suite, Physical Therapy Gym, Orthopedic Resident Program, Transplant Coordinator Program and Telehealth Monitoring Program. The design of the 3rd floor will incorporate these functions and other spaces as required to support the program.

The design will include all related mechanical, electrical, plumbing, fire protection, and low voltage systems as required. A goal of the mechanical design is to eliminate the original induction-unit HVAC system that exists in the 3rd floor main hospital patient units. This will require further study of the potential replacement systems for these areas while maintaining as much space for patient rooms and support space necessary for patient care as possible.

The selected A/E Team will begin the project with a completion of the program, which will include validation of the previously-created program and programming/evaluation of the potential added programs and/or spaces. After the brief programming phase, the project will follow the standard design phases – SD, DD, CD and CA Phases in accordance with Penn State's standard 1-P agreement. PSU will share the building program at the Request for Proposal (RFP) stage.

PROJECT SCHEDULE AND DELIVERY METHOD

PSU anticipates the Architect-Engineer contract award following the team selection at the **November 2019 Board of Trustee meeting**. We anticipate final plan approval by **November 2020** with construction to start in **December 2020**. The project is expected to be designed and constructed in approximately 6 phases. The completion of construction of all phases is anticipated in **Summer 2024**. The project will be executed with a Construction Manager at Risk.

ARCHITECT/ENGINEER (A/E) TEAM SELECTION PROCESS AND SCHEDULE

The University will use a qualifications-based A/E team selection process with long-list, short-list and interviews, with the process as follows:

- Letters of Interest due from interested lead firms by **Noon, Eastern Standard Time (EST) August 2, 2019**.
- The Screening Committee will review the respondents to this Request for Letters of Interest and determine a Long-list of firms.
- The Long-listed firms will be invited to respond to a Request for Proposal, both of which will be posted to this website by the end-of-day on **August 16, 2019**.
- Proposal responses from the Long-listed teams are due in my office at **Noon EST on September 13, 2019**.
- Three short-listed firms will be chosen from the RFP respondents. The short-list results and interview notice will be posted to this website by the end-of-day on **October 2, 2019**.
- In-person interviews will occur on **October 30, 2019** at **The Penn Stater Hotel and Conference Center in State College, PA**. This date will not change, so please plan accordingly.
- The results of the A/E Team selection process will be announced at the Board of Trustees meeting on **November 15, 2019** and posted to this website.

Guided campus/site tours are not provided at this step in the selection process. We will arrange for scheduled visits with the long-listed teams.

Participation in this A/E Team selection process is voluntary and at no cost or obligation to the Pennsylvania State University. The University reserves the right to waive any informality, in any or all submissions, and to reject any submission or portion thereof.

LETTER OF INTEREST SUBMISSION REQUIREMENTS

If your firm is interested in pursuing this project, please submit a Letter of Interest that, at the least, includes the following:

1. A brief statement detailing your firm's profile (firm size, characteristics, unique qualifications, etc.). There is no requirement to identify the full A/E team at this stage, but firms that wish to include an architectural partner should describe their anticipated role on the project.
2. A brief statement detailing your firm's unique qualifications in healthcare planning and design of inpatient units and delivering projects with similar programs within the last 5 years.
3. Your firm's demonstrated experience, understanding and current trends in the healthcare market.
4. Your firm's knowledge and experience with the PA Department of Health and FGI Guidelines.

*** As applicable throughout your Letter of Interest, provide professional credit to architectural partners (design architect, architect of record, etc.) for all projects included within the proposal and for all project images shown.**

Please submit to my office **eleven (11) hard copies of your interest by Noon EST on August 2, 2019**. Please limit your submission to five (5) total, single-sided, 8-1/2 x 11 pages. If a cover letter is included, it must be within the five (5) pages. Send a PDF of the submission electronically to gak21@psu.edu and dbarto@pennstatehealth.psu.edu by the submission deadline. Include the name and email address of your team's main contact for this project within the submission.

Please contact myself or David Barto, Director of Planning & Construction (dbarto@pennstatehealth.psu.edu or 717-531-4525) with any questions.

Kindest Regards,

Greg Kufner, AIA, NCARB



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Shipping Address (Note that this address has changed):

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CC: Screening Committee