

Jean D.



DATE: May 21, 1996
TO: Board of Trustees Construction Committee*
FROM: Richard W. Schmidt, Vice President for Business Affairs and Treasurer
SUBJECT: Interviews of Architectural Firms

The University Board of Trustees Construction Committee will meet on Thursday, June 20, 1996, in Room 1006 of the Health Professions Center. The purpose of the meeting will be to interview the five firms selected at the committee's meeting on May 3, 1996. The enclosed Request for Proposal for Architectural and Engineering Services for a General Purpose Classroom Building was mailed to each firm. Copies of the responses will be mailed for your review prior to the interviews.

Each firm will be allowed one hour for a presentation and a question/answer period. We have advised the firms that we will adhere to the proposed time schedule as closely as possible. The schedule for the day is:

Table with 2 columns: Time slots and Firm names. Rows include: 8:00 a.m. - 9:00 a.m. Jack R. Kinkel and Son Architects; 9:30 a.m. - 10:30 a.m. Browning Day Mullins Dierdorf Inc; 11:00 a.m. - 12:00 p.m. BSA Design; 12:00 p.m. - 1:30 p.m. Lunch (and make-up time, if necessary); 1:30 p.m. - 2:30 p.m. Hastings and Chivetta; 3:00 p.m. - 4:00 p.m. Veazey Parrott and Shoulders; 4:00 p.m. - Discussion.

If you cannot attend the meeting, please let me know by calling Janel Allen at 812/464-1849. If you have any questions or comments regarding the materials you receive or the process of selecting a firm to provide architectural services, please contact me.

Enclosure

- * C. Combs, Chairman
N. Cable
T. Kern
J. O'Daniel
B. Baker

- c: J. Byrd S. Standley
R. Hoops L. Koenes, The Skillman Corporation
R. Reid

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Business Affairs