



DATE: March 13, 1998
TO: Board of Trustees Construction Committee*
FROM: Richard W. Schmidt *RWS*
SUBJECT: Interviews of Architects for Completion of the Health Professions Center Lower Level

The Construction Committee will meet **Thursday, March 26, 1998, in Room 215 in the University Center.**

The purpose of the meeting will be to interview the four firms selected at our meeting on March 2, 1998. Each firm will be allowed 45 minutes for a presentation and a question/answer period. We have advised the firms that we will follow the proposed time schedule as closely as possible. The schedule for the day is:

9:00 a.m. - 9:45 a.m.	Jack R. Kinkel and Son Architects
10:00 a.m. - 10:45 a.m.	Odle McGuire and Shook Corporation
11:00 a.m. - 11:45 a.m.	Veazey Parrott and Shoulders
11:45 a.m. - 1:00 p.m.	Lunch
1:00 p.m. - 1:45 p.m.	Edmund L. Hafer and Associates

Because Tina Kern is unable to attend the meeting, we will videotape the interviews. Following Tina's review of the tapes, we will meet via conference call to make a decision. Please let me know by calling Janel Allen at 812/464-1849 if you are available for a conference call at any of the following times:

Monday, April 6 at 10:00 a.m. or 2:00 p.m.
Tuesday, April 7 at 10:00 a.m. or 2:00 p.m.

If you have any questions or comments regarding the process of selecting a firm to provide architectural services for the Completion of the Health Professions Center Lower Level, please contact me.

* C. Combs, Chairman
T. Kern
T. McKenna
J. Will, Sr.

c: H. Torain
R. Hoops
J. Byrd
R. Reid
S. Standley
S. Helfrich

HPCLowerLevel/ConComm.int/jsa

Memorandum



March 20, 1998

NOTICE OF MEETING

The University of Southern Indiana Board of Trustees Construction Committee will meet on Thursday, March 26, 1998, at 9:00 a.m. in Room 215 in the University Center, on the campus of the University of Southern Indiana, to interview architects for completion of the Health Professions Center lower level.

Tina Kern, Secretary

Board of Trustees

8600 University Boulevard • Evansville, Indiana 47712-3596 • 812/464-1755 • FAX 812/464-1956

**MINUTES
CONSTRUCTION COMMITTEE**

**UNIVERSITY OF SOUTHERN INDIANA
BOARD OF TRUSTEES**

March 26, 1998

The University of Southern Indiana Board of Trustees Construction Committee met on Thursday, March 26, 1998, at 9:00 a.m. at the University of Southern Indiana to interview architects interested in providing architectural and engineering services for the Completion of the Lower Level of the Health Professions Center. Present were Trustees Charles Combs and Jim Will, Sr. Also in attendance were Vice President for Business Affairs Richard Schmidt, Physical Plant Director Steve Helfrich, and staff members Miles Mann, Mike Mohr, and Mike Jones. The presentations and interviews were videotaped for review by committee members Thomas McKenna and Tina Kern. The firms were:

Edmund L. Hafer and Associates
The Odle McGuire & Shook Corporation
Jack R. Kinkel and Son Architects
Veazey Parrott and Shoulders

The Committee will meet on April 6, 1998 to select the architect for the project.

There being no further business, the meeting adjourned at 2:30 p.m.