

Appendix 9

Acoustical Consultants Interview Form

Name of Acoustical Engineering Company

Presenting Partner / Associate

Years in Business: _____

Office Locations: _____

Committee Members: Be sure to check references, talk with their past clients, get your architect's opinion of them, and ask building owners their evaluation of the results and services after installation.

Questions you might address to the acoustical engineers:

(• The bullets indicate some of the items or issues you should listen for in their responses.)

1. What is your philosophy of sound reinforcement?

- Listen for their approach to sound, natural and electronic.

Notes: _____

2. What do you think are the most important acoustical considerations for a church worship space?

- Listen for how they would adapt and balance sound for word and music.

Notes: _____

3. What are the acoustical challenges in a typical church today? What are the most difficult ones you have faced?

- Listen for what stage they arrived in the project and their approach to a solution.

Notes: _____

4. What would be the typical steps and services for acoustical engineers to provide when they are brought in at the very beginning of the building process?

- Listen for whether they have had any past experience with building design, architectural consultations, or just sound systems.

Notes: _____

5. What would you foresee your services to be with the architects in the design phase? In the construction document phase? During construction? At final installation? After installation?

- Listen for specific plans of what they would propose to do. Ask them to be concrete and specific in their work with the architect and others.

Notes: _____

6. Would you tell us about some of your projects of similar size and scope to ours (here insert the anticipated number of square feet and the seating capacity of your church)?

- Get references, names of clients and owner/operators, for follow-up.

Notes: _____

7. How would you establish a fee structure for a project such as this? What is a typical contract consulting fee for a project this size?

- Compare costs and services provided by others.
- Ask about any additional travel costs for an out-of-town firm.

Notes: _____

8. Based on what you have heard, beginning this early in the design process and being hired by the client directly, would you be interested in this project?

- Listen to see if this is a fit for your committee and a mutual fit for your architects.

Notes: _____

9. What additional information do you need from us or from our architects to prepare a proposal for services?

- You might suggest they meet with the architects if they are not familiar with each other.

Notes: _____

