



Addendum #1

Issued: Thursday, September 21, 2023

Informational Meeting Sign-In, Pre-submitted/Meeting Q+A, Presentation

Project: 2024-015
 Project Name: New Buildings & Grounds Maintenance Facility
 Phase: Request for Qualifications
 Meeting Location: Teams
 Date/Time: September 14, 2023, at 2:00 PM PST
 DES PM: Dave Hinkson, david.hinkson@des.wa.gov

NOTICE TO ALL POTENTIAL RESPONDENTS

The Request for Qualifications (RFQ) is modified as set forth in this Addendum. The original RFQ documents remains in full force and effect, except as modified by this addendum, which is hereby made part of the RFQ. Respondent shall take this Addendum into consideration when preparing and submitting its Statement of Qualification.

Visit our webpage for additional information: <https://des.wa.gov/services/facilities-and-leasing-management/architecture-engineering-design-consultants/current-projects-advertised-consultant-selection>

1. Questions and Answers:

Questions	Answers
What types of vehicles are stored or parked in the building?	Typically, smaller utility vehicles, such as lawn mowers and refuse trucks/trailers (4). Details provided within the referenced pre-design documents must be updated and verified as part of these A/E services.
Is there a milestone schedule for design/construction you described in the presentation?	Milestone schedule remains a work in progress. Targeting CDs for early 2024, so that bids would be received by March/April 2024. Construction schedule would be one year or less, to May 2025.
Is there a letter from DAHP acquired?	DES will assess historical/cultural preservation needs as the design develops and engage with DAHP as required. Acquisition of DAHP Letter remains pending.
Are there MWBE goals that need to be met with our team?	MWBE goals for the A/E Team are “aspirational”, as explained in the RFQ, and Diverse Business Inclusion Plan will be submitted only by firms short-listed to Phase 2 of this selection process.
Are there specific requirements for fueling and equipment lubrication?	An overhead lubrication system is desirable. The RFQ pre-design reference documents must be updated and verified as part of these A/E services.



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What is the current fuel tank set-up? Are you planning to expand your fleet or is what you have sufficient?	Anticipate 500-gallon above-ground diesel tank and pump station for equipment/vehicles and generator fueling tasks campus-wide. Potential future vehicle expansion needs to be determined.
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2. Owner Comments / Clarification:

LEED certification requirements for the New B&G Maintenance Facility will be evaluated during early design phase with coordination between DES and A/E. Design team must have capability to pursue LEED certification if it becomes necessary for this new facility.
Statement of Qualifications (SOQ) submittal should include information for the entire A/E team anticipated to contribute significantly on the project – subconsultants should be named.
Note: Need for a small-scale welding station shall be considered as part of design development.
Note: Need for EV charging capabilities shall be considered as part of design development.
Note: Need for small vehicle lift (1 ton) shall be considered as part of design development.
Note: Need for covered (open-air) vehicle/material storage shall be assessed during SD/DD phases.

3. Sign-in as captured in chat:

Name	Email	Company
Hinkson, David (DES)	david.hinkson@des.wa.gov	DES
Chapman, Brent (DES)	brent.chapman@des.wa.gov	DES
Jamali, Majid (DES)	majid.jamali@des.wa.gov	DES
Simpson, Chris (DES)	Chris.Simpson@des.wa.gov	DES
Butros, Angeline (DES)	angeline.butros@des.wa.gov	DES
Ko Wibowo	ko@architectureforeveryone.org	Architecture for Everyone
Annette Johnson	annette@rolludaarchitects.com	Rolluda Architects
Tegan Hill	THill@bassettiarch.com	Bassetti Architects
Holli Smith	holli@tcfarchitecture.com	TCF Architecture
Ross Jarvis	rjarvis@LDCcorp.com	LDC, Inc
Chelsea Risner	crisner@elcon.com	Elcon Associates, Inc.
Jeremy Richard	JRichard@designwesteng.com	Design West Engineering
Jeff Luedeman	jluedeman@integrusarch.com	Integrus Architecture



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Chloe Willeford	chloew@fsi-engineers.com	FSi Engineers
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Lori Ceyhun	loriceyhun@millerhayashi.com	Miller Hayashi
Adam Hutschreider	adamh@shksarchitects.com	SHKS Architects

4. Attachments:

1. Informational Meeting Presentation

This addendum does not amend the due date or time for submission of Statements of Qualifications.

End of Addendum #1



Washington State
DEPARTMENT OF
ENTERPRISE SERVICES



Buildings/Grounds Maintenance Facility RFQ Informational Session

FACILITY PROFESSIONAL SERVICES
PLANNING AND PROJECT DELIVERY

Dave Hinkson – Project Manager

September 14, 2023

AGENDA

- **Introduction**
- **Summarize the project and goals**
- **Selection process**
- **Submittal requirement**
- **RFQ evaluation Criteria**
- **Q&A**

INTRODUCTION

Overview: The Department of Enterprise Service seeks qualified Architects for design and construction administration services. This project will construct a new Maintenance Facility for use by Capitol Campus Buildings & Grounds. This new facility will be programmed and designed to efficiently meet operational needs, and include staff work rooms, restrooms, space for maintenance equipment repairs, and covered storage for equipment, materials, and refuse/recycle trucks. A charging station will be provided for electric vehicles. An adjacent, uncovered work yard will provide for utility vehicle parking and other essential equipment.



SCOPE

Design and Engineering:

- a. Prepare comprehensive design and engineering documents for removal of the existing Soils Shed Building and construction of a new Maintenance Facility in accordance with DES Design Guidelines and Construction Standards.
- b. Support/Assistance with assessment/development of a potential hazardous material abatement plan.
- c. Evaluation of adjacent hillside for stability to support new facilities.
- d. Coordination and providing all necessary documents to Authority Having Jurisdiction (AHJ) to obtain any required permits.
- e. Provide administration services during construction.

SCOPE

Construction Cost Estimates:

Prepare accurate and itemized cost estimates for the New Buildings & Grounds Maintenance Facility project.

Cost information/estimate updates will be required for Schematic Design (SD), Design Development (DD), and Construction Document (CD) phase milestones.

SCOPE

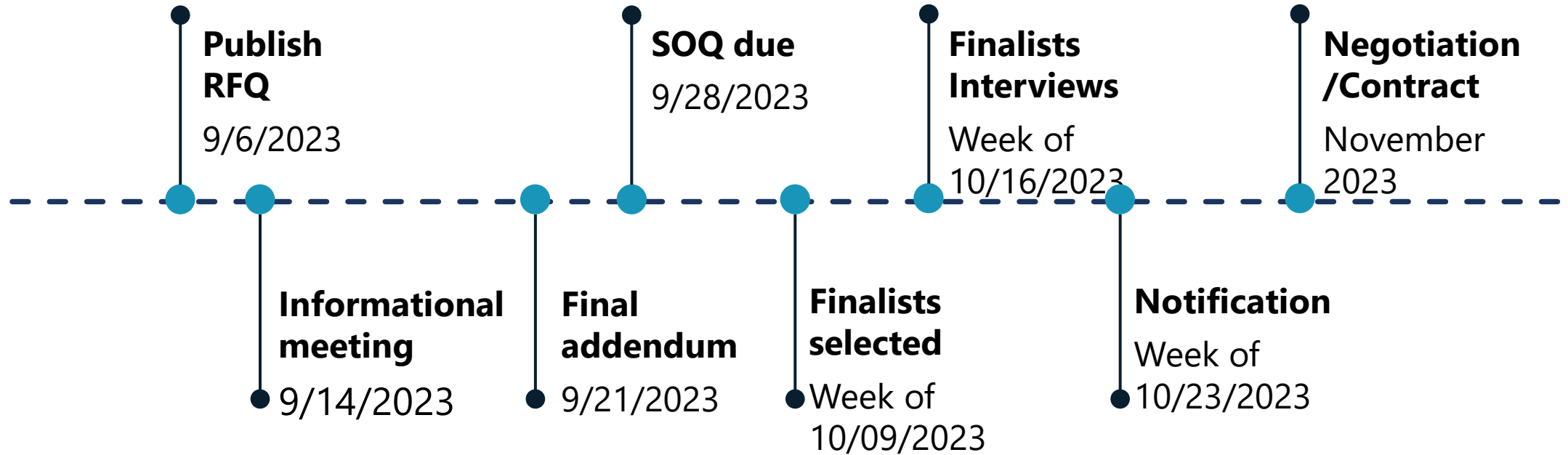
Stakeholder Engagement:

- a. Facilitate stakeholder engagement processes, including workshops, consultations, and collaborative meetings, to gather input and perspectives from relevant stakeholders, such as government agencies, Buildings & Grounds, energy consumers, environmental organizations, and the public.
- b. Provide presentation materials for public meetings, the Capitol Campus Design Advisory Committee, the State Capitol Committee, Tribal partners, and the Department of Archeology and Historic Preservation (DAHP) as applicable.

PROJECT GOALS

- The request will design/construct a new Buildings & Grounds Maintenance Facility on the West Capitol Campus.
- Consolidate B&G equipment/materials and work spaces to restore full functionality that was impacted by demolition of the old Conservatory.
- This will include climate-controlled work rooms, restrooms, and space for maintenance equipment repairs.
- Additional enhancements will include covered storage spaces and charging for electric vehicles.
- Design-Bid-Build will be the construction delivery method.

A/E PROCUREMENT SCHEDULE



RFQ SUBMITTAL REQUIREMENTS

- Max 15 total pages of content
 - 8½ X 11 size sheets (oversized sheets count based on multiple equivalent of 8½ x 11 sheets)
 - Federal Form 330(part II only)
 - Any pertinent data to assist selection panel to evaluate the qualification
- Submit a single PDF (less than 25 MB in size)
- Note in the RFQ, the elements not counted towards the total page count (i.e., covers, dividers, etc.)

PHASE 1 RFQ EVALUATION CRITERIA

- Phase 1
 - Qualifications of Key Personnel (30 points);
 - Relevant Experience (30 points);
 - Past Performance (20 points);
 - Project Schedule (20 points)
- Focus
 - Maintenance Facility experience
 - Ability to attain project scheduling milestones
 - Experience with varied stakeholder collaboration

PHASE 2 INTERVIEW CRITERIA*

- **Phase 2**

- Organization
 - Management plan
 - Team member qualification
 - Capacity/production capacity
- Project Management
 - Scope management
 - Budgeting cost control
 - Project scheduling
- Project approach
 - Understanding
 - Challenges & opportunities
- Experience
 - Relevant past project (firm)
 - Relevant past project (key team members)

* These criteria might be modified prior to phase 2 interview notification



Washington State
DEPARTMENT OF
ENTERPRISE SERVICES

QUESTIONS?

THANK YOU



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