

**State of Washington
DEPARTMENT OF ENTERPRISE SERVICES
ENGINEERING & ARCHITECTURAL SERVICES
OLYMPIA, WA**

**NOTICE TO CONSULTANTS
REQUEST FOR QUALIFICATIONS
Submittal Date: Tuesday, September 29, 2015**

Architectural services are required for Project No. 2016-094 SFCC Gymnasium, Building 7, Addition and Renovation; Community Colleges of Spokane; Spokane, Washington.

Scope of Work

This Request for Qualifications is for the purpose of selecting an architectural firm to provide architectural design, engineering and construction administration services for a renovation and addition to the Gymnasium, Building 7, on the Spokane Falls Community College campus.

The scope of work includes a renovation of the 26,000 SF gymnasium and an addition of 22,000 SF. The existing weight room and fitness center will be included in the renovation. A new entry to the gymnasium addressing ADA/egress is anticipated. The addition will provide new locker rooms, classrooms, offices, a climbing wall, and a student lounge.

A design feasibility study has been complete. The deliverables, including programming, conceptual renderings, and cost estimate are available for review and shall be utilized by the selected firm.

The total budget for the project is \$19,500,000, with a MACC of approximately \$13,800,000.

Background:

The SFCC Gymnasium was built in 1965, with two additions developed later. The gym floor is not accessible. Four steep stairways are the only access, so use of the facility is limited. The front and back portions of the building experience roof leaks, with roof drains that are integral to the structural columns. The seismic integrity of the building is of concern. Building systems are beyond their useful life. They include single-pane windows in original non-insulated frames; a failing boiler and plumbing; electrical services at capacity with replacement parts difficult to obtain; inadequate lighting and HVAC in classrooms and offices; deteriorating locker rooms; and door sill damage.

There will be an **Informational Meeting** for this request on:
Tuesday, September 22, 2015 at 9:00 AM
Spokane Falls Community College,
3410 West Fort George Wright Dr., Spokane, WA
Building 30, Room 212

Selection Criteria

Firms will be considered for interviews based upon the following criteria, as indicated, for a total of 100 possible points:

Qualifications of Key Personnel including prime subconsultants (25 points);

General Project Approach (30 points);

Relevant Experience (25 points)

(>\$10M, show experience in life cycle costs, operating costs, energy efficiency measures, and sustainable design)

Geographic Proximity (10 points)

Diverse Business Inclusion Plan (10 points)

Other Information

The Agreements for Consultant services will be the standard Office of Engineering and Architectural Services Agreement and fees will be negotiated when applicable, on a current Architectural/Engineering Fee Schedule for Washington State Public Works Building Projects.

All submitting firms are encouraged to register in Washington's Electronic Business Solution Application (WEBS) at: <https://fortress.wa.gov/ga/webs/>.

Voluntary numerical Diverse Business Inclusion goals have been established for the project as: 12% MBE and 8% WBE, and 5% Washington Small Business and 5% Veterans have been established for this project. Achievement of the goals is encouraged. However, no minimum level of Diverse Business participation shall be required as a condition of A/E selection. Proposals will not be rejected or considered non-responsive if they do not include diverse Business participation, but plan for Diverse Business Inclusion is required. A/E's may contact the following resources to obtain information on certified and registered diverse business firms for potential sub-consultants:

- The Office of Minority and Women's Business Enterprises: 866.208.1064 or www.omwbe.wa.gov,
- For small business information: Servando Patlan, Business Diversity and Outreach Manager at the Washington State Department of Enterprise Services: 360.407.9390 or servando.patlan@des.wa.gov,
- The Department of Veterans' Affairs: 360.725.2169 or www.dva.wa.gov.

Submittal Requirements

Submit one (1) electronic copy of the Statements of Qualifications, on a flashdrive, with the project number and title clearly identified. Each of the submittals should include:

- Executive summary

- Federal form SF330 (Part II only)
<http://www.des.wa.gov/services/facilities/Construction/Consultants/Pages/EASReferenceFile.aspx>
- Any other pertinent data to address the selection criteria and assist the Selection Board in evaluating your qualifications.
- Consultant Selection Diverse Business Inclusion Plan Criteria may be found at:
<http://des.wa.gov/SiteCollectionDocuments/Facilities/EAS/DiverseBusinessInclusionPlanCriteria.pdf>
- No more than thirty (30) pages (when printed) total

To qualify for review, flashdrive submittals must be delivered to the following address:

Attention: Trina Regan
Department of Enterprise Services
Engineering & Architectural Services
1500 Jefferson, Olympia, WA 98501 (hand delivered or courier)
P. O. Box 41476, Olympia, Washington, 98504-1476 (Mailed)

All submittals must be received no later than Tuesday, September 29, 2015, prior to 2:00 PM, (as per date/time stamped by E&AS.)

For selection process questions please contact Trina Regan, 360.407.9205,
trina.regan@des.wa.gov.

For project questions please contact the Project Manager, **Gloria Miller at 509.389.5819 or the CCS Director of Capital Construction, Clint Brown at 509.533.8699.**

NO E-MAILED COPIES WILL BE ACCEPTED.

Next Steps

Following the Phase 1 evaluation of these submittals, the consultant selection board will interview top ranked short-listed firms. The ranking is based on evaluation of submitted information (as well as reference checks, when performed with Phase 1) from firms deemed to be the most highly qualified for the required service.

The Phase 2 interview criteria will be provided to the short-listed firms. The top ranking Phase 2 firm will be selected.

Phase II Interviews will be scheduled for **Thursday, October 15, 2015** at Spokane Community College, 1810 North Greene Street, Spokane, WA. Interviews will be held in the Facilities Conference Room in the basement of Building 50, Room 024.

Firms will be notified of the selection results the week of **October 19, 2015**.

The State of Washington is an affirmative action employer. All submittals become the property of the State.