

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

**NOTICE TO CONSULTANTS
REQUEST FOR QUALIFICATIONS
Submittal Date: November 10, 2015**

SERVICES REQUIRED for Project No. 2016-173; Center for Advanced Manufacturing Technologies; Clover Park Technical College; Lakewood, WA.

NOTE: The successful consultant team will NOT be eligible to participate in any Design Build team for this project.

Scope of Work

Provide consulting services required to create a project predesign, bridging documents, the Request for Qualifications (RFQ) and Request for Proposals (RFP) for the selection of a Design-Build firm for new Center for Advanced Manufacturing Technologies Building (62,500 sq.ft.) in Lakewood, Washington. Additionally, participate in the Design-Build Team selection process.

Consultants should have a strong knowledge of Washington State Design Build as defined by chapter RCW 39.10 with guarantee for energy, operations, and maintenance performance, and LEED/high performance buildings processes, and experience writing performance standards and specifications.

MADCC \$35,000,000

**Overall Project Schedule
(Completion Dates)**

November 03, 2015	1:00 p.m. Non-mandatory informational meeting at Clover Park Technical College, Building 19, Room 124, 4500 Steilacoom Blvd SW, Lakewood, WA
November 10, 2015	2:00 p.m. Submittals are due (see below)
December 03, 2015	Interviews are tentatively scheduled at 1500 Jefferson St. S.E., Olympia, WA
December 30, 2015	Signed Agreement & NTP
May, 2016	Complete pre-design, bridging documents, and RFQ/RFP
June 13, 2016	Design-Build (DB) Statements of Qualifications (SOQs) due
June 21, 2016	Review SOQs, Shortlist Finalists, & Issue RFP
August 31, 2016	Proprietary Meetings & Proposals Due
October, 2016	Intent to Award

There will be an **Informational Meeting** for this request on:
November 03, 2015, 1:00 pm

Clover Park Technical College, Building 19, Room 124
4500 Steilacoom Blvd SW, Lakewood, WA
Yelena Semenova, 360.407.9338, yelena.semenova@des.wa.gov

Selection Criteria

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

Qualifications of Key Personnel including prime subconsultants (30 points);

General Project Approach (20 points);

Relevant Experience (40 points)

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

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/>.

The state reserves the right to continue with the consultant selected or has the option to conduct a new consultant selection process for future services beyond those services advertised above.

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 required number of Statements of Qualifications, (6 copies) and one electronic copy, with the project number and title clearly identified on the front cover. 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 total at 8 ½ X 11 size sheets
 - Covers, dividers, and tab sheets are not included in page count total
 - Note, 11”x 17” fold outs can be included, but counted as two sheets.

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

Attention: Angeline Ernst
 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 November 10, 2015, prior to 2:00 PM, (as per date/time stamped by E&AS.)

All amendments and related documents will be posted to the [DES website](#) **prior to the submittal due date.** It is the responsibility of the interested firms to track and obtain amendments.

For selection process questions please contact Angeline Ernst, 360.407.7965, angeline.ernst@des.wa.gov.

For project questions please contact the Project Manager, Yelena Semenova, 360.407.9338, yelena.semenova@des.wa.gov.

NO FAXED, OR 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 the week of December 03, 2015 at 1500 Jefferson Street, Olympia, WA

Firms will be notified of the selection results the second week of December, 2015.

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