

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

**NOTICE TO CONSULTANTS
REQUEST FOR QUALIFICATIONS
Submittal Date: January, 29, 2016**

CONSULTANT SERVICES REQUIRED for Project No. **2016-423; Fircrest School Site Electrical Upgrades; Department of Social and Health Services; Shoreline, WA.**

Scope of Work

This Request for Qualifications is for the purpose of providing architectural and engineering design, and construction administration services for the Fircrest School Residential Habilitation Center located in Shoreline, WA.

This project will require applicable Architectural and Engineering design, construction administration, close-out, and warranty services for the following work:

- *Replacement of existing underground electrical feeders*
- *Replacement of main transformers and switchgear*
- *Addition of additional Emergency Generators to provide sufficient emergency capacity*
- *Disconnection of the Department of Health Facility (DOH) from the campus power grid and establishing an independent power connection from the utility including necessary switchgear and transformers.*
- *All work will be done on a fully occupied campus requiring phasing the project to avoid disruption of use.*

*A pre-design study dated 12/11/13 was conducted by Hultz-BHU engineers for the campus feeders and emergency generation needs, and is available on the DES website along with this RFQ. An analysis of the DOH electrical needs summarized in section 2.3.5 or part 2 of a Planning & Programming Report and associated drawing, also available from the DES website. **A Maximum Allowable Construction Cost (MACC) of \$3,700,000 has been established for this project. Design shall be complete no later than May 31, 2016.***

Institution Information

Fircrest School (FS) is one of four state operated Residential Habilitation Centers in Washington State, operated under the Developmental Disabilities Administration (DDA,) and houses over 400 residents. The facility is located in Shoreline Washington on an 85 acre site with 51 buildings consuming over 440,000sf, of which the DOH facilities share 13 acres of the site.

There will be an **Informational Meeting** for this request on:
(January 22, 2016) at 10am-12

Fircrest School
15230 15th Av NE
Plant Operations Bldg. #35
(See attached facility map)
CONTACT: Casey Moore, Project Manager,
Office (360) 664-6181, Cel (360) 628-6662, MooreCN@DSHS.WA.GOV

Selection Criteria

Firms will be selected in a two-phase process: Phase 1 - short listing of up to (3) firms based on submitted information and, Phase 2 - oral presentations and interviews of short listed firms.

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 sub-consultants (include a percent time commitment for each individual who will be assigned to this project) **(15 points)**;
- General Project Approach **(15 points)**;
- Relevant Experience with current references **(15 points)**
- Knowledge & Experience on this Campus and project Rqmts **(20 points)**
- Experience with DSHS **(10 points)**
- Experience with DES and State Contracting **(10 points)**
- Geographic Proximity **(10 points)**
- Diverse Business Inclusion Plan **(5 points)**

Other Information

The Agreements for Consultant services will be the standard Division of Engineering and Architectural Services Agreement. 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. 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 a plan for Diverse Business Inclusion is required. A/Es 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

All submittal information is to be emailed to the contact address below in PDF format with the project number and title clearly identified on the front cover, and the email **subject header should start with the project number followed by the submitting firm name, files should be named similarly**. No more than two files, maximum individual file size 5mb, if combined size of files exceeds 5mb, then send in two separate emails indicating part 1 and part 2. Submittals should include:

- Federal form SF330 (Part II only)
<http://des.wa.gov/SiteCollectionDocuments/Facilities/EAS/EAS330AEQual.doc>
- Response to address the selection criteria.
 - Consultant Selection Diverse Business Inclusion Plan Criteria may be found at:
<http://des.wa.gov/SiteCollectionDocuments/Facilities/EAS/DiverseBusinessInclusionPlanCriteria.pdf>

To qualify for review, submittals must be delivered to **BOTH** of the following addresses:

Attention: Luda Rybalchenko
ocpconsultantselection@dshs.wa.gov
RyballX@dshs.wa.gov ,

All submittals must be received no later than (January 29, 2016), prior to 2:00 PM

For selection process questions please contact Luda Rybalchenko at 360-902-8316
RyballX@dshs.wa.gov.

For project questions please contact the Project Manager, Casey Moore,
Office (360) 664-6181, Cel (360) 628-6662,
MooreCN@DSHS.WA.GOV

NO SUBMITTALS IN ANY OTHER FORMAT 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 from firms deemed to be the most highly qualified for the required service.

Firms will be notified of the Phase 1 selection results the week of **February 1-5, 2016**. The top (3) ranking firms will be requested to present in-person interviews, to be scheduled for the week of **February 8-12, 2016** at **Fircrest School**. Phase 2 interview criteria will be provided to the short-listed firms. Firms will be notified of the Phase 2 selection results the week of **February 15-19, 2016**.

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

FIRCREST

15230 15th Ave. N.E.
Shoreline, Wa. 98155
206-361-2990

Building numbers are in ovals: ○



15th Ave. N.E.

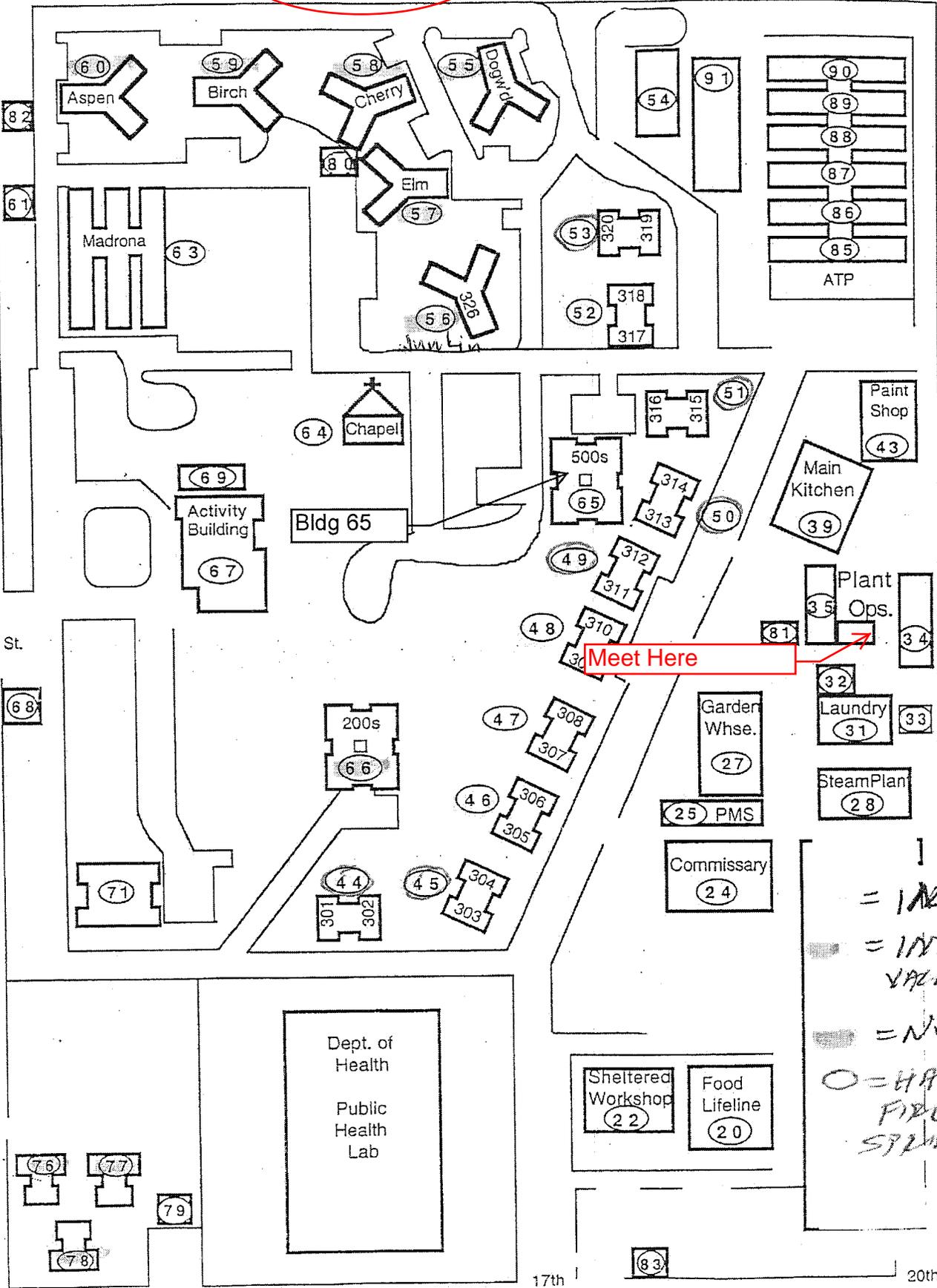
N.E. 155th St.

15th Ave. N.E.

N.E. 150th St.

17th Ave. N.E.

20th Ave. N.E.



Meet Here

= INAR
= INAR
VACANT
= NOT SURE
○ = HAS
FIRE
SPRINKLER