

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

**NOTICE TO CONSULTANTS  
REQUEST FOR QUALIFICATIONS  
Submittal Date: October 28, 2015**

**Architectural consultant services are requested for Project No. 2016-108, West Campus Historic Buildings Exterior Preservation, Design for the Washington State Capitol Campus, Olympia, WA.**

**Scope of Work**

Provide architectural consulting services to identify, prioritize, design and implement a cyclical exterior preservation program for the historic sandstone buildings on the West Capitol Campus. The program will comprehensively address exterior repairs, re-pointing, sealing, water intrusion, exterior cleaning and other preservation needs.

MACC: \$1.2 Million

The scope of work may include but not be limited to following specific areas:

- Complete an exterior envelope condition assessment of the Temple of Justice and Insurance, Pritchard, Legislative, O'Brien and Cherberg buildings to develop building-specific assessments including:
  - Assessment of exterior repair, re-pointing, sealing, water intrusion, exterior cleaning and other preservation needs
  - Assessment and inventory of selected historic windows, bronze doors and historic interior doors on all west campus buildings to and preserve to improve the function related to weatherization, security concerns and HVAC impacts.
  - Develop high-level building-specific stone preservation approaches (vertical and horizontal surfaces)
  - Perform cleaning tests to assess viability of alternative long-term preservation approaches.
  - Identify and prioritize repair and preservation needs including estimated costs
- Recommend bidding/packaging strategies of repair and preservation scope items
- Prepare Design and Construction documents for all scope items based on the condition assessment findings and priorities.
- Review existing west campus snow/ice plans for consistency with stone preservation best practices.

All work to be done in accordance with the DES Design Guidelines, the Secretary of the Interior Standards for the Treatment of Historic Properties and in consultation with Asset Manager, Cultural Resources Manager and DES Conservator.

Consultants shall have a strong background in historic preservation, sandstone exterior repair and preservation, building envelope science, multi-phased State Agency Construction, and Washington State Capital Budget process.

A recommended **walk-through** is scheduled for:  
**Wednesday, October 14, 2015, at 11:00 AM**  
West Capitol Campus,  
Olympia, WA  
Meet at the Temple of Justice, South Exterior Stairway  
Chris Gizzi, E&AS Project Manager, at (360) 407-9304

### **Selection Criteria**

**Firms will be selected in a two-phase process: Phase 1 - short listing 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 410 possible points:

Qualifications of Key Personnel including prime sub consultants (100 points);  
Previous Performance (100 points);  
Relevant Experience (100 points)  
Expressed Interest (100 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/>.

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](http://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](mailto:servando.patlan@des.wa.gov),
- The Department of Veterans' Affairs: 360.725.2169 or [www.dva.wa.gov](http://www.dva.wa.gov).

### **Submittal Requirements**

Submit required number of Statements of Qualifications, **two electronic copies**, 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/SiteCollectionDocuments/Facilities/EAS/EAS330AEQual.doc>
- 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 twenty (20) pages total at 8 ½ X 11 size sheets**
  - Covers, dividers, and tab sheets are not included in page count total

To qualify for review, electronic 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 Wednesday October 28, 2015, prior to 2:00 PM, (as per date/time stamped by E&AS.)**

For selection process questions please contact **Angeline Ernst, 360.407.7965**,  
[Angeline.Ernst@des.wa.gov](mailto:Angeline.Ernst@des.wa.gov).

For project questions please contact Jordan Friedberg, Asset Manager, at (360)-407-8279, or Chris Gizzi, E&AS Project Manager, at (360) 407-9304.

**NO FAXED, PAPER, 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 **November 10, 2015** at **1500 Jefferson**.

Firms will be notified of the selection results by **November 13, 2015**.

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