

NOTICE TO CONSULTANTS
“REQUEST FOR QUALIFICATIONS”

One or more qualified Architectural firm are required to provide professional design services for the planning, design, and construction of Student Housing on the Bellevue College main campus for Project No. 2015-185. Bellevue College is located in Bellevue, WA

Scope of Work

Bellevue College is seeking proposals from qualified consultant teams to review and confirm the findings of a student housing feasibility study, identify and evaluate appropriate criterion, and program and prepare alternate site options for review and confirmation by the owner team. After consensus is reached for the best option, schematic design, design development , and construction phase documents will be prepared for the construction of an approximately 350 bed housing unit, all as outlined in the Conditions of the A/E Agreement. GCCM experience is desirable.

The tentative MACC for the work is approximately \$34,000,000 and is comprised of new construction including civil infrastructure, mechanical, electrical, structural, and architectural improvements, as well as lighting, audio visual, and security features. A final construction budget will be established following the review of the programming documents, prior to the beginning of schematic design.

Project goals include minimal disruptions to College operations, maximum efficiency for the College staff, maintenance of consistent planning and design standards; and a coordinated program schedule for completing all the work in a thoughtful organized manner.

In 2014, the campus commissioned **Design Spectrum Solutions** to examine housing on the main campus. The resulting study recommended that the college Proposed Phase 1 construction would include a 40’-50’ high building with four levels of wood framing above concrete construction on the ground level. The building would comprise an approximate footprint of 40,450 sf with a total building area of 162,000 sf. Total bed capacity for phase 1 would be 350 leasable. The study is available upon request.

The State reserves the right to continue with the consultant selected for future phases of the project work in this and subsequent biennia

Consultants should have a strong background in multi-phased higher educational construction, the State of Washington capital budget process and a strong planning background.

Architectural fees shall be determined in accordance with the current Architectural/Engineering Fee Schedule for Washington State Public Works Building Projects as published by the Office of Financial Management and the standard Division of Engineering and Architectural Services Agreement.

A recommended walk-through is scheduled for **March 26, 2015** at 10:00 am at Bellevue College, Building D, Room D106, 3000 Landerholm Circle SE, Bellevue. Contact Bob Colasurdo at (206) 510-8147 for information. Please view the Bellevue College website at <http://bellevuecollege.edu/> for general information or the State Board website for additional information.

Firms will be considered for phase 2 interviews based upon the following criteria, weighted as indicated: (standard phase 1 criteria): Qualifications of Key Personnel (100); Previous Performance (100); Relevant Experience (100) and Outreach Plan (25).

Voluntary MWBE goals of 10% MBE and/or 6% WBE have been established for this project. A/E's may contact Office of Minority and Women's Business Enterprises to obtain information on certified firms for potential sub-consultants or utilize self identified MWBE firms.

Submit six (6) copies of submittals with the project number and title clearly identified. Each set of qualifications to include: Federal 330 form and any other pertinent data to assist the Selection Board in evaluating qualifications. To qualify for review, submittals must be delivered to and date/time stamped by E&AS **prior to 3:00 p.m. on April 15, 2015.**

Address:

Department of Enterprise Services
Engineering and Architectural Services
Attn: Robyn Hofstad

1500 Jefferson Street SE (Physical Address)
Olympia, WA 98501

PO Box 41476 (Mailing Address)
Olympia, WA 98504

NO FAXED OR ELECTRONIC COPIES WILL BE ACCEPTED.

Following an evaluation of these submittals, the consultant selection board will interview firms deemed to be the most highly qualified for the required service. Interviews of short-listed firms are tentatively scheduled for the morning of April 30, 2015 at Bellevue College.

The State of Washington is an affirmative action employer. This is not a request for a proposal. All submittals become the property of the State.

STATE OF WASHINGTON
DEPARTMENT OF ENTERPRISE SERVICES
DIVISION OF FACILITIES
OFFICE OF ENGINEERING & ARCHITECTURAL SERVICES
OLYMPIA, WASHINGTON

Consultant Selection MWBE Outreach Plan Criteria

<http://des.wa.gov/services/facilities/Construction/Consultants/Pages/EASCurrentProjects.aspx>

The Department of Enterprise Services is committed to providing the maximum practicable opportunity for participation by minority business enterprises (MBE) and Women business enterprises (WBE) and strongly encourages consultants to work with MBE's and WBEs. Voluntary goals for each project under the On-call Agreement will be established at 10% MBE and 6% WBE participation. Upon request of the Department of Enterprise Services, consultants will be required to provide a report of the actual outreach efforts undertaken to utilize certified MWBEs for any public works contract awarded.

Submit a copy of the firm's MWBE Outreach Plan. The Outreach Plan should demonstrate in detail the specific strategies, approaches, and steps your firm will use in seeking to meet the Department of Enterprise Services' voluntary goals.

The MWBE Outreach Plan should address, at a minimum, the following:

A. Evidence of the awareness and commitment of the owner(s) and senior leadership of the firm to reaching out to contract with MWBEs, and in meeting DES's voluntary MWBE utilization goals.

B. Provide the date your MWBE Outreach Plan was adopted by your firm.

C. Individual names and titles of positions responsible for managing and implementing specific aspects of your MWBE Outreach Plan. For each individual listed, indicate the percentage of their time to be allocated on a weekly basis for issues related to the MWBE Outreach Plan, and how long they have been involved with MWBE outreach efforts with your firm.

D. Provide a description of the strategies, approaches, and specific steps your firm will take to meet DES's voluntary MBE and WBE percentage utilization goals, which may include but are not limited to a description of the following:

1. The education and training program used by your firm to communicate to your employees your firm's expected employee behaviors and performance relative to implementing the MWBE Outreach Plan.

2. Your firm's participation in outreach events planned by others and/or your firm as a means of developing relationships with MWBE subcontractors.

3. The project-specific outreach your firm utilizes in identifying and contacting MWBE subconsultants through media, government agencies, industry and non-profit associations and organizations, referrals, and relationships.

4. The procedures your firm employs in providing one-on-one assistance to MWBE subconsultants in understanding the project and your firm's selection processes.

5. Describe your MWBE subconsultant mentoring program, if any. Describe any mentoring of MWBE subconsultants that your firm has been involved with or is currently involved with. Please identify the nature and extent of the mentoring, the number and type of firms mentored, how long your firm has been mentoring MWBE subconsultants, and how effective the mentoring has been in the success of the MWBE subconsultants.

6. Describe any specific actions your firm uses to develop subcontract requirements (such as task breakdowns and delivery schedules) that encourage and permit maximum participation by MWBEs.

E. Describe how your firm will monitor its progress toward meeting the voluntary MWBE goals on the contract to be awarded based on this RFQ, and how your firm will adjust its strategy as necessary in order to improve its performance in this area.

While DES is interested in contracting with firms who employ a diverse workforce, this should not be part of the MWBE Outreach Plan. The focus is on outreach efforts to contract with minority-owned and women owned business. Achievement of the goals is encouraged; however, no minimum level of MWBE participation shall be required as a condition of the consultant selection. Qualification submittals will not be rejected or considered non-responsive if they do not include MWBE participation. Minority and Women owned businesses are encouraged to apply and are also required to submit an Outreach Plan.

Adopted March 6, 2013