

NOTICE TO CONSULTANTS
“REQUEST FOR QUALIFICATIONS”

Architectural consultant services are required for Project No. 2015-840, On-Call Architect, Bellevue College in Bellevue, Washington.

Scope of Work

One or more qualified Architectural firms are required for the planning and design of multiple Capital Improvement projects on the Campuses of Bellevue College, Bellevue, Washington. Projects could include repair/maintenance projects, remodels/additions and infrastructure improvements. The agreement will run from agreement execution date through June 30, 2017.

The work will consist of the design and construction administration of projects already in the legislative funding process, projects identified during the course of the biennium to address specific facility needs, and planning, scope, and budget development for new projects included in future capital budget requests. The goals are to minimize disruptions to College operations; maximize efficiencies for the Consultant and College staff; maintain consistent planning and design standards; and maintain a coordinated program schedule for completing all the work in a thoughtful organized manner.

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

The State reserves the right to continue with the consultant selected in the 2015-2017 biennium for future phases of specific project work in subsequent biennia or to conduct a new selection for future phases of project work. The State also reserves the right to enter into agreements with other consultant firms for work on the Campus during the term of this agreement.

A recommended walk-through is scheduled for Wednesday June 24, at 10:00 a.m. at Bellevue College, Building K, Room K100, 3000 Landerholm Circle SE, Bellevue. Contact Bob Colasurdo at (206) 510-8147 for information. Please view the Bellevue College website @ <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: Qualifications of Key Personnel (100); Previous Performance (100); Relevant Experience (100); Project Understanding and Approach (100); and Minority and Women’s Business Enterprises (MWBE) Outreach Plan (25).

Consultant Selection Diverse Business Inclusion Plan Criteria may be found at:
<http://des.wa.gov/SiteCollectionDocuments/Facilities/EAS/DiverseBusinessInclusionPlanCriteria.pdf>

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, Phase 1 submittals are required to be delivered to, and date/time stamped by E&AS prior to 5:00 PM on Wednesday July 8, 2015.

Address:

Department of Enterprise Services
Engineering & Architectural Services

1500 Jefferson Street SE *Street Address*
Olympia, WA 98501

P.O. Box: 41476 Mailing Address
Olympia, WA 98504-1476

Attn: Robyn Hofstad

NO FAXED OR ELECTRONIC COPIES WILL BE ACCEPTED.

Following an evaluation of received qualifying Phase 1 submittals, the Selection Committee intends to interview firms deemed to be the most highly qualified for the required services.

Consultant fees shall be determined in accordance with the current *Guidelines for Determining Architect/Engineer Fees for Public Works Building Projects* and *A/E Fee Schedule* as published by the Office of Financial Management, and the standard DES / Division of Facilities / Engineering and Architectural Services *Agreement*.

The state is under no obligation to utilize selected consultant for services for any minimum number of projects or amount of fees under this solicitation. The state reserves the right to continue with the selected consultant for future services beyond those advertised above, or to conduct a new consultant selection process.

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