



**Project 089-03-14
DEPARTMENT OF ECOLOGY
Yakima
Amendment 2
(Amended, Previously posted as Amendment 1)
April 16, 2014**

(This amendment includes questions and answers from the Pre-Proposal Conference conducted April 09, 2014 at the Department of Ecology, Yakima, WA)

1. Make the following changes to the Request for Proposal dated March 28, 2014.

a. Exhibit 3, Lease Proposal Form, Section 34a

(1) **Currently Reads:**

34a. Provide the building Energy Star® rating score if available. The State supports leasing in facilities with a national energy performance rating score of 75 or greater unless other specific statutory requirements are met as per RCW 19.27a. The Energy Star® rating of the proposed space is:

(2) **Change to Read:**

34a. Provide the building Energy Star® rating score if available. The State supports leasing in facilities with a national energy performance rating score of 75 or greater. The Energy Star® rating of the proposed space is:

b. Exhibit 3, Lease Proposal Form, Section 34b

(1) **Currently Reads:**

34b. If the building Energy Star® rating score for this proposed space is less than 75, a preliminary audit in accordance with RCW 19.27A.190 has been conducted within two years of the date of this proposal.

(2) **Change to Read:**

34b. If the building Energy Star® rating score for this proposed space is less than 75, a preliminary audit has been conducted within two years of the date of this proposal.

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c. Exhibit 3, Lease Proposal Form, Section 34c

(1) **Currently Reads:**

34c. If the building Energy Star® rating score for this proposed space is less than 75 and a preliminary audit in accordance with RCW 19.27A. has been completed, a copy of the results and recommendations are included with this proposal.

(2) **Change to Read:**

34c. If the building Energy Star® rating score for this proposed space is less than 75 and a preliminary audit has been completed, a copy of the results and recommendations are included with this proposal.

d. Exhibit 3, Lease Proposal Form, Section 34d.

(1) **Currently Reads:**

34d. If the building Energy Star® rating score for this proposed space is less than 75 and if this proposal is selected as the Apparent Successful Proposer, the owner will commit to completing an investment grade audit and implementing all cost effective energy conservation measures within two years of the lease agreement in accordance with RCW 19.27A.

(2) **Change to Read:**

34d. If the building Energy Star® rating score for this proposed space is less than 75 and if this proposal is selected as the Apparent Successful Proposer, the owner will commit to completing an investment grade audit and implementing all cost effective energy conservation measures within two years of the lease agreement.

d. Exhibit 3, Lease Proposal Form, Section 34d.

(1) **Currently Reads:**

34d. If it is not possible for this proposal to meet the requirements of RCW 19.27A, explain why why in the space below.

(2) **Change to Read:**

34e. If it is not possible for this proposal to meet an Energy Star® rating of 75 or higher, explain why in the space below.

2. The Pre-Proposal Conference for the Department of Ecology new leased space project in the Yakima area was held in the ECY Conference room on April 09, 2014 beginning at 1 PM.

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a. The DES staff provided an overview of the project requirements and noted that proposers should anticipate a summary of the pre-proposal conference to be posted to the web site by way of an amendment to the RFP. The amendment will be posted to the RES website in the coming days.

b. The following paragraphs summarize the question and answer period from the Pre-Proposal Conference as well as the days following the Pre-Proposal Conference:

(1) **Question:** Does ECY have a preference to be on one level or can it be multi story?

Answer: Note the following selection from section 2.2, Agency Goal for This Facility-

“... Elements that contribute to space efficiency include, but are not limited to;

- structural column arrangement relative to useable and efficient building space layout,
- contiguous office, laboratory, equipment and storage functions,
- ground floor occupancy for most office related functions / environments.”

While proposals that meet the criteria as indicated in the paragraph above may be advantageous to the AGENCY, each proposal will be evaluated based on the information provided and the State’s assessment of that proposal’s ability to meet the business needs of the AGENCY.

(2) **Question:** Could you elaborate on the parking requirement and how the 55 AGENCY vehicles are figured in the total parking requirement?

Answer: The agency requires a total of 183 parking places. 55 of those 183 parking places should be designated for AGENCY vehicles and within a fenced and secured area.

The AGENCY vehicles sometimes pull a trailer or a boat and trailer combination, but the vehicle and trailer are typically not stored as a hitched unit.

The area in which the 55 AGENCY vehicles are stored should include ample space to maneuver the vehicles and the boat and trailer combinations.

(3) **Question:** Could you elaborate on the 5,000 square foot dry storage facility requirement?

Answer: The dry storage facility needs to be on the same site as the office building, but the two may be separate buildings.

Employees will often need to move equipment and materials between their AGENCY vehicle and the dry storage. Proposals that consider this business component be advantageous to the AGENCY.

Employees may also need to move materials between the dry storage and the office building. Proposals that consider this business component be advantageous to the AGENCY.

(4) **Question:** Does the dry storage require a “drive through” capability?

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Answer: A “drive through” capability is not required, but depending on the specific site layout and building design a drive through capability may provide an advantage to the AGENCY.

(5) **Question:** Does the dry storage require heating cooling or plumbing?

Answer: The dry storage does not require heating, cooling or water but it does require floor drains.

(6) **Question:** How is LEED addressed in this RFP?

Answer: Please see Appendix A as well as Exhibit 1 (Section 2.5.2 and 2.5.3). Though LEED certification is not a requirement of this RFP, the State does value energy efficient and sustainable building design and energy efficient and sustainable building operations.

(7) **Question:** Will a proposal be rejected if it is located to the west side of South 41st Street?

Answer: The AGENCY determined that proposals that are within the preferred area may provide an advantage to the agency. Proposals that do not strictly meet the requirements of the preferred area may be considered. Proposers should be aware that depending on the specific circumstances of the proposal, being outside the preferred area may be a disadvantage.

(8) **Question:** Is this a prevailing wage project?

Answer: Yes, this is a prevailing wage project. Proposers that have questions regarding prevailing wage and the prevailing wage requirements should contact the Washington State Department of Labor and Industry by e-mailing the prevailing wage office at: pw1@lni.wa.gov

(9) **Question:** Are the workstations built out offices with hard walls or cubicles?

Answer: Proposers should consider the space requirement as shown in Appendix B (Space Planning Data) when developing their proposal. Office furniture workstations are called out as “workstations” and hard wall offices are called out as “private offices” in Appendix B.

(10) **Question:** Is there a ideal building configuration for this project?

Answer: There is not a specific ideal building configuration, but the State does value effective use of space. Factors that impact space efficiency include column spacing, column dimensions and how efficiently the space accommodates the modular furniture (cubicle) layout.

Proposers should consider that the typical office modular furniture workstation is approximately 64 square feet based on a 8' x 8' cubicle. The office furniture walls are approximately 2" thick and adjacent cubicles typically share a

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common furniture wall. Generally, each cubicle will require power, telephone and data connectivity.

RES typically designs the space in such a way as to place cubicles on the exterior walls and offices and other hard wall components on the interior so as to maximize the natural lighting and air flow in the office space.

(11) **Question:** Could you explain the lab space requirement?

Answer: The lab space requirement is noted in Appendix B (Space Planning Data). This lab space is intended to primarily perform collect samples and prepare the samples for shipment to other laboratory facilities. Characteristics of the labs that may be advantageous include durable countertops acid resistant drains and adjacency to the chain of custody area. The AGENCY intends to uninstall the fume hood from their existing facility and re-install it in the new facility .

(12) **Question:** Does the current space meet the requirements of this RFP?

Answer: The current space in its existing configuration does not meet the requirements of this RFP.

(13) **Question:** What is the usual time required between the issuance of the Apparent Successful Proposer (ASP) letter and the fully executed lease?

Answer: Typically this process requires a minimum of 2-3 months. (Note: the party that asked this question indicated their experience has been that the ASP to fully executed lease requires 4 – 6 months.)

(14) **Question:** Will there be a penalty for not meeting the lease beneficial occupancy date?

Answer: That discussion will be a part of the negotiations with the Apparent Successful Proposer.

(15) **Question:** What is driving the project beneficial occupancy date?

Answer: The project timeline is driven by the lease end date of the current location.

(16) **Question:** What is the most common mistake proposers make when responding to a Request for Proposal?

Answer: The most common mistakes are not addressing each RFP requirement in the proposal submission and not providing all of the supporting documents required in the RFP.

3. Point of contact for all questions and comments is Neil Tuggle, (360) 407-9296, neil.tuggle@des.wa.gov. E-mail is the preferred method of communications for project related questions and comments.