



Project 105-03-13
DEPARTMENT OF FISH AND WILDLIFE / DEPARTMENT OF ECOLOGY – VANCOUVER
Amendment 1
August 14, 2013

(This amendment includes questions and answers from the Pre-Proposal Conference conducted August 6, 2012 at the Department of Fish and Wildlife Office, Vancouver, WA)

1. Make the following changes to the Request for Proposal dated July 26, 2013

a. Section 2.2 "Project Information":

Currently reads:

2.2.1 The State requires approximately 37,200 square feet of **conditioned BOMA rentable space** which includes approximately 27,200 square feet of BOMA rentable office space and 10,000 square feet of BOMA rentable conditioned warehouse space, along with code-required parking. Additional space planning data is described in Appendix A - Space Planning Data. Existing space, space under construction and planned space will be considered for this project (Exhibit 1 - Definitions).

Change to read:

2.2.1 The State requires approximately 37,200 square feet of **conditioned BOMA rentable space** which includes approximately 27,200 square feet of BOMA rentable office space and 10,000 square feet of BOMA rentable conditioned warehouse space, along with code-required parking. **In addition, the state requires approximately 15,000 square feet of on-site secured exterior storage space of which approximately 5,000 square feet should be covered storage and 10,000 square feet could be uncovered storage.** Additional space planning data is described in Appendix A - Space Planning Data. Existing space, space under construction and planned space will be considered for this project (Exhibit 1 - Definitions).

(Please note, this is a clarification to the information provided during the pre-proposal conference.)

b. Section 2.2 "Project Information":

Currently reads:

2.2.3 Properties submitted for consideration should be located within the greater Vancouver area. Within that general area, DFW and ECY have identified the following location characteristics as important to the delivery of service by this co-location:

- Proposed facilities should be located within 1.5 miles of the following major highways (but still be in Washington State):
 - Interstate 5 from State Route 501/Interstate 5 interchange to the Washington-Oregon border.
 - Interstate 205 from the Interstate 205/Interstate 5 interchange to the Washington-Oregon border

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- State Route 14 from the Interstate 5/State Route 14 interchange to the Interstate 205/State Route 14 interchange.

Change to read:

- Proposed facilities should be located within 1.5 miles of the following major highways (but still be in Washington State):
 - Interstate 5 from State Route 501/Interstate 5 interchange to the Washington-Oregon border; **or**
 - Interstate 205 from the Interstate 205/Interstate 5 interchange to the Washington-Oregon border; **or**
 - State Route 14 from the Interstate 5/State Route 14 interchange to the Interstate 205/State Route 14 interchange.

c. Part B, Lease Proposal Form, page 20 of 33, Top of Form:

Currently reads:

Project Name: DSHS – Seattle

Project No. 200-05-13

Change to read:

Project Name: DFW / ECY – Vancouver

Project No. 105-03-13

2. The Pre-Proposal Conference for the Department of Fish and Wildlife / Department of Ecology new leased space in the Vancouver area was held in the DFW Conference room on August 6, 2013 beginning at 10:30 AM.

The DES staff provided an overview of the project requirements and noted that proposers should anticipate an amendment to the Request for Proposal that will provide several corrections and clarifications. The amendment will be posted to the RES website in the coming days.

The following paragraphs summarize the question and answer period:

- a. **Question:** Are there other places in the state that operate like this one?

Answer: The DFW new Spokane office, which is owned.

This is a unique project involves a large amount of field work involving outside work with an office component, which is something to be conscious of.

- b. **Question:** Didn't see any specific identification of tenant improvements. What are you looking for? Do the LSRs apply to the spaces other than office?

Answer: See bottom of Special Areas page of RFP. These areas would be uniquely characterized within the 10,000 sf of conditioned storage to include 1 small lab, outside lighting appropriate for storage areas.

Another unique area is the evidence locker that would also fit within the 10,000 sf of conditioned storage space.

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c. **Question:** Are the specifications adequate to identify costs regarding the lab space?

Answer: Since the lab is not a component of the LSR or the DFW/ECY Addendum, one could anticipate that some portion of the costs of the lab build-out could be considered a tenant improvement and some portion of the costs would be paid for by the tenant. This is not intended to limit proposers from including inducements in their proposal that might include part or all of the lab construction costs.

The information provided in the RFP should be sufficient for proposers to make a reasonable estimate. One might consider the lab required for this facility to be a basic field lab that would need non-porous countertops, cabinets, exhaust hood, etc. The details of the lab will be a component of the design phase after the Apparent Successful Proposer is identified.

d. **Question:** Could you describe the overall solicitation process?

Answer: One difference in this solicitation from previous recent solicitations is that RES is combining the "Request for Qualifying Information" and the "Request for Proposal" into a single step. The anticipated sequence for this project will be:

- Issue the RFP.
- Receive completed proposals from interested parties.
- Administrative review of proposals by RES.
- Identify proposals that meet basic project criteria.
- Conduct evaluations of the qualified proposals.
- Schedule and conduct site walk-throughs and oral presentations.
- Conduct evaluations of the walkthroughs and presentations.
- Conduct a cost analysis on proposals.
- Provide invitation to negotiate (best and final offers).
- Conduct reference checks and a formal side by side comparison of proposals.
- If needed, conduct a follow-up walk through of one or more proposals.
- Identify the proposal with the best overall value as the Primary Apparent Successful Proposer
- Notify all the proposers of the selected outcome.
- Design the facility and negotiate the lease.

e. **Question:** How do you manage changes and refining of the project?

Answer: RES will issue amendments as required.

f. **Question:** Occupancy is required 11/1/2014 with a decision by 10/11/2013. Is that a final lease decision and is 11/1/2014 a flexible date?

Answer: Occupancy by 11/1/2014 is at this time considered a firm date requirement.

g. **Question:** Regarding the geography of the facility, what if they are within the greater Vancouver area, but a little outside the thoroughfare?

Answer: All proposals that meet the Greater Vancouver criteria will be considered, but the agency has identified the area within 1.5 miles of the areas noted in the RFP as being advantageous to conducting their business and providing their services.

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Access to the major thoroughfares is an important consideration for the agencies.

h. Question: What is the OFM market analysis for this project?

Answer: The Department of Enterprise Services, Real Estate Services, will provide a market rate analysis as soon as possible in a separate document.

i. Question: What is the parking requirement?

Answer: This RFP requires code parking. RES and the agencies recognize that the actual number of parking slots required by code may vary depending on the specific location. Proposers should provide information on the amount of parking required by the local code and the amount of parking provided in the proposal.

j. Question: Is there a clear height for the warehouse?

Answer: Roughly 16 feet.

k. Question: Is there a LEED is requirement for this project?

Answer: LEED certification is not specifically a requirement, but the State is very interested in energy efficiency, common sense, green, sustainable design. There is a requirement for proposers to meet the Energy Star requirements, but there is not a requirement to be certified LEED. Together with several energy efficiency and sustainability items, LEED may be one of many evaluation points that RES and the agency considers during the side by side analysis.

l. Question: Any interest in purchasing the new building or including a purchase option?

Answer: This project is for a lease.

m. Question: Will this be exempt from real estate taxes?

Answer: We assume the taxes you are asking about are the property taxes. State leased private property is not exempt from paying property taxes. Lessor always pays taxes, assessments, insurance and stormwater. Fully service also includes all utilities and janitorial services.

The State prefers a fully serviced lease, though this is a potential item of negotiation.

n. Question: What is the estimated amount of staff to be in the building?

Answer: Please refer to the Space Planning Data. (Workspaces: Private office/workstation)

o. Question: Preference is 5 years, but would longer terms be entertained?

Answer: We require proposers provide a proposal for a 5 year term. A proposer may at his or her discretion include alternatives in their proposal.

3. Point of contact for all questions and comments is Diane Smith. E-mail is the preferred method of communications for project related questions and comments.