

STATE OF WASHINGTON
DEPARTMENT OF ENTERPRISE SERVICES
FACILITY PROFESSIONAL SERVICES
OLYMPIA, WASHINGTON

NOTICE TO CONSULTANTS
REQUEST FOR QUALIFICATIONS
FOR MULTIPLE ON-CALL CONSULTANT ROSTERS
Submittal Date: See Specific Disciplines

For Complete Information, including updates/amendments visit our Web page at:
<http://des.wa.gov/services/facilities/Construction/Consultants/Pages/EASCurrentProjects.aspx>

The Department of Enterprise Services seeks interested consultants to be named on “On-Call Consultant Rosters” to provide specialized services according to the named disciplines in connection with planned and unplanned Projects implemented during the 2021-23 biennium (or July 1, 2021 through June 30, 2023).

Successful consultants on each “On-Call Roster” may be requested to enter upon Project-specific agreements based on the professional services desired. These Project-specific agreements may be executed at any time within the 2021-23 biennium, and will extend through the full duration of each Project unless terminated prior per ARTICLE X Conditions of the Agreement (dated May 16, 2005).

The maximum value of any Project-specific agreement shall not exceed \$200,000, and will be limited to a single Project. Enterprise Services reserves the right to enter any number of agreements within the biennium with any consultant listed. There shall be no guarantee that Enterprise Services will issue an agreement to any consultant listed on an “On-Call Roster.”

The “On-Call Rosters” may be used to provide the desired professional services throughout Washington State, but consultants may be selected based on proximity to a geographical region.

To the greatest extent practicable, Enterprise Services intends to include qualified consultants having the following diverse business interests:

- Small business, microbusiness, mini-business enterprises (MBE) as defined in RCW 39.26.010;
- Minority and Women-owned business enterprises (WBE) as certified under RCW 39.19; and
- Veteran-owned businesses as defined in RCW 43.60A.010.

All consultants responding to this request 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 increase the number of consultants on each roster at any time throughout the biennium.

1.0 Informational Meetings

There will be **Multiple Informational Meetings** for this request, held via Zoom. Please note the date and time for the discipline(s) you are interested in. The information for these meetings can be found in the following pages with links to the informational meetings at the end of the RFQ.

Consultants who have previously not performed business with the state are encouraged to attend. If you'd like to send questions ahead of time, please send them to angeline.ernst@des.wa.gov and include the discipline that applies to the question. Any information provided at the Informational Meeting will be posted on our Current Projects webpage (provided above) including a Q&A sheet from the meetings.

Each roster states the minimum number of consultants to be selected, with at least one of the selected consultants must have a physical office located in Eastern Washington, with the exception of 2021-801- On-Call Architectural Services. For purposes of this solicitation, eastern Washington is defined as any area east of Longitude 121° 00'00" West (or the north-south longitudinal line by Roslyn, WA).

Project No. 2021-801

Title: On-Call Architectural Consultants

Informational Meeting Date: March 12, 2021 at 10:00 am PST

Submittal Date: March 29, 2021 2:00 PM

Project Manager Contact: Aarón Martínez

Phone (360) 529-7001; aaron.martinez@dshs.wa.gov

Scope of Desired Services

A minimum of five (5) on-call consultants will be selected to provide Architectural Services. The consultant services may consist of minor remodel and renovation work to existing state owned facilities. Consultants must be able to provide complete services to include, but not limited to design, bidding, construction administration and Project close out.

Project No. 2021-802

Title: On-Call Electrical Consultants

Informational Meeting Date: March 12, 2021 at 10:00 am PST

Submittal Date: March 26, 2021 2:00 PM

Project Manager Contact: Jimei Tang

Phone (360) 789-6729; jimei.tang@DOC1.WA.GOV

Scope of Desired Services

A minimum of three (3) on-call consultants will be selected to provide Electrical Design Services. At least one of the selected consultants must have a physical office located in Eastern Washington. The consultants must be able to provide complete services which may include, but not limited to, investigation of existing conditions, electrical studies, coordination with permitting agencies and utilities, electrical design, assembling complete bid documents, assist with bidding, contract administration and Project close out.

Project No. 2021-803

Title: On-Call Testing Services

Informational Meeting Date: March 12, 2021 at 11:00 am PST

Submittal Date: March 26, 2021 2:00 PM

Project Manager Contact: Eric Lester

Phone (360) 480-3281; eric.lester@des.wa.gov

Scope of Desired Services

A minimum of four (4) on-call consultants will be selected to provide Special Inspection and Material Testing Inspection Services. At least two of the selected consultants must have a physical office located in Eastern Washington. If consultant has satellite offices, please provide locations of such offices. The services required for these services will consist of all special inspections and testing required by the Project construction documents, requirements, and standards of the state for state owned facilities, applicable to codes and the requirements of building officials or authorities having jurisdiction or as otherwise designated.

Project No. 2021-804

Title: On-Call Value Engineering and Constructability Review Consultants

Informational Meeting Date: March 12, 2021 at 10:00 am PST

Submittal Date: March 24, 2021 2:00 PM

Project Manager Contact: Paul Fiedler

Phone: (360) 790-8199; paul.fiedler@des.wa.gov

Scope of Desired Services

A minimum of three (3) on-call consultants will be selected to provide Value Engineering and Constructability Review Services throughout the state. At least one of the selected consultants must have a physical office located in Eastern Washington. A Value Engineering (VE) and Constructability Review is required on Public Works Projects of \$5 million in value. The VE Analysis services will include consideration of alternative solutions, systems and products in response to the Project requirements. The Constructability Review will include sufficient analysis of the bid documents to assure they are complete, coordinated and errors are minimized. Recommendations are typically submitted to the owner and client agency prior to a joint review meeting of all parties.

Project No. 2021-805

Title: On-Call Civil Engineering Consultants

Informational Meeting Date: March 12, 2021 at 10:00 am PST

Submittal Date: March 26, 2021 2:00 PM

Project Manager Contact: Oliver Wu

Phone: (951) 961-0420; oliver.wu@des.wa.gov

Scope of Desired Services

A minimum of three (3) on-call consultants will be selected to provide Civil Engineering Design Services including but not limited to: Site pavement and roadways, fencing, and utilities (water, sewer, storm drains and storm water control, communications, power). At least one of the selected consultants must have a physical office located in Eastern Washington. The consultants must be able to conduct predesign studies, investigations

into existing site conditions, design solutions and provide contract documents for bidding and provide construction administration services. Ability to engage small Project quickly and experience rendering services on occupied state and other types of owners' facilities, such as college campuses, prisons, residential treatment centers, and in remote areas, should be highlighted.

Project No. 2021-806

Title: On-Call Mechanical Consultants

Informational Meeting Date: March 12, 2021 at 10:00 am PST

Submittal Date: March 26, 2021 2:00 PM

Project Manager Contact: Laurie Kearney

Phone (360) 701-7344; laurie.kearney@des.wa.gov

Scope of Desired Services

A minimum of three (3) on-call consultants will be selected to provide Mechanical Design Services. At least one of the selected consultants must have a physical office located in Eastern Washington. Services required may consist of minor remodels and renovations to existing state owned facilities. The consultant must be able to provide complete services including, but not limited to predesign, design, bidding, contract administration and Project close out.

Project No. 2021-807

Title: On-Call Hazardous Materials and Environmental Site Assessment Consultants

Informational Meeting Date: March 12, 2021 at 11:00 am PST

Submittal Date: March 25, 2021 2:00 PM

Project Manager Contact: Kevin Barber

Phone: (360) 628-6417; kevin.barber@des.wa.gov

Scope of Desired Services

A minimum of three (3) on-call consultants will be selected to provide Hazardous Materials and Environmental Site Assessment Services. At least one of the selected consultants must have a physical office located in Eastern Washington. Locations of consultant office or satellite offices for rapid response is an important criteria. Services may include but are not limited to hazardous materials surveys, sampling and evaluation, remediation planning, permitting, monitoring, documenting and reporting to meet applicable federal, state and local laws and regulations. Experience rendering services on occupied state and other types of owners' facilities, such as college campuses, prisons, residential treatment centers, and in remote areas, should be highlighted. The consultant must be able to provide complete services to include but not limited to studies, design, bidding, contract administration and Project close out.

Project No. 2021-808

Title: On-Call Structural Consultants

Informational Meeting Date: March 12, 2021 at 10:00 am PST

Submittal Date: March 26, 2021 2:00 PM

Project Manager Contact: Dean Heglund

Phone: (360) 480-6069; dean.heglund@dshs.wa.gov

Scope of Desired Services

A minimum of three (3) on-call consultants will be selected to provide structural design services. At least one of the selected consultants must have a physical office located in Eastern Washington. Services may consist of minor remodel and renovation work to existing state owned facilities. Service may include seismic rehabilitation, structural investigation, structural analysis, studies and research. The consultant must be able to provide services to include but not limited to investigations, design, bidding, contract administration, and close out.

Project No. 2021-809

Title: On-Call Survey Consultants

Informational Meeting Date: March 12, 2021 at 11:00 am PST

Submittal Date: March 25, 2021 2:00 PM

Project Manager Contact: Chad Bedlington

Phone: (360) 706-3312; chad.bedlington@des.wa.gov

Scope of Desired Services

A minimum of three (3) on-call consultants will be selected to provide surveying services. At least one of the selected consultants must have a physical office located in Eastern Washington. Services may include design surveys, construction staking, miscellaneous mapping and control services at new and existing state owned facilities. Consultant must be able to perform, boundary surveys to include legal descriptions for parcels, easements and right-of ways, topographic surveys, aerial mapping surveys, construction staking, and record surveys in accordance with state law.

Project No. 2021-810

Title: On-Call Geotechnical Consultants

Informational Meeting Date: March 12, 2021 at 11:00 am PST

Submittal Date: March 25, 2021 2:00 PM

Project Manager Contact: Jonathan Martin

Phone: (360) 239-3350; jonathan.martin@des.wa.gov

Scope of Desired Services

A minimum of three (3) on-call consultants will be selected to provide geotechnical services. At least one of the selected consultants must have a physical office located in Eastern Washington. The consultants must be able to investigate subsurface conditions and materials, evaluate stability of natural slopes and man-made soil deposits, assess risks posed by site conditions, design earthworks and structure foundations, monitor site conditions, earthwork and foundation construction.

Project No. 2021-811

Title: On-Call Building Envelope and Roofing Consultant Services

Informational Meeting Date: March 12, 2021 at 11:00 am PST

Submittal Date: March 25, 2021 2:00 PM

Project Manager Contact: David Hruska

Phone (360) 688.4382; david.hruska@des.wa.gov

Scope of Desired Services

A minimum of three (3) on-call consultants will be selected to provide building envelope and roofing consultant services. At least one of the selected consultants must have a physical office located in Eastern Washington. Services may consist of investigation of failures, recommendations for repairs, and providing technical guidance to the Project A/E teams for new and existing state owned facilities. The consultants will provide complete building envelope consulting services to include, but not limited to design consulting, forensic investigation, mitigation design, bidding, contract administration, onsite inspection services and Project close out.

Project No. 2021-812

Title: On-Call Security Electronics Systems Consultants

Informational Meeting Date: March 12, 2021 at 10:00 am PST

Submittal Date: March 26, 2021 2:00 PM

Project Manager Contact: Chris Gizzi

Phone: (360) 239.7372; chris.gizzi@des.wa.gov

Scope of Desired Services

A minimum of two (2) on-call consultants will be selected to provide Security Electronics System design services. At least one of the selected consultants must have a physical office located in Eastern Washington. The consultants must be able to provide complete services including investigation of and trouble-shooting existing conditions, ability to design coordinated multi-security systems involving access/entry controls, surveillance, security hardware and detection/alarm systems, evaluation and design of communications infrastructure to support security systems, construction administration and oversight, and closeout commissioning.

Project No. 2021-813

Title: On-Call Commissioning Services

Informational Meeting Date: March 12, 2021 at 11:00 am PST

Submittal Date: March 24, 2021 2:00 PM

Project Manager Contact: Joe Sullivan

Phone: (360) 791-0839; joe.sullivan@des.wa.gov

Scope of Desired Services

A minimum of five (5) consultants will be selected to provide commissioning services for Facilities Professional Service clients. At least two of the selected consultants must have a physical office located in Eastern Washington. Chosen consultants will be expected to assist in development and coordination of the commissioning specifications and participate in the design review process. The systems to be commissioned may include, but are not limited to heating, ventilating and air conditioning (HVAC) equipment,

HVAC controls, ductwork, Electrical, exhaust fans, smoke evacuation system, carbon dioxide detectors, laboratory equipment, plumbing, fire/life safety, security, low voltage, emergency power, domestic hot water and the building envelope.

Consultants must demonstrate competences in meeting LEED compulsory as well as enhanced commissioning services requirements. Consultants may be involved in reviewing the LEED training materials and videotaping the training sessions. The Building Commissioning Guidelines for the State of Washington, (<http://des.wa.gov/sites/default/files/public/documents/Facilities/Energy/Commissioning/WACG2019.pdf>) may be used as a guide for typical equipment to be commissioned in Divisions 15 and 16. Chosen consultants may be required to begin at the early design stages of the Project and stay with the Project through completion. Chosen consultants may also be required to check the systems periodically for one year after completion.

Project No. 2021-814

Title: On-Call Architectural Consultants, Eastern Region

Informational Meeting Date: March 12, 2021 at 10:00 am PST

Submission Date: March 29, 2021 2:00 PM

Project Manager Contact: Jeff Gonzalez

Phone: (360) 819-3240; jeff.gonzalez@des.wa.gov

Scope of Desired Services

A minimum of three (3) on-call consultants will be selected to provide Architectural Services for the region which includes all area east of the North-South line through Roslyn, WA (Longitude 121°). The consultant services required for these services may consist of minor remodel and renovation work to existing state owned facilities. Consultants must be able to provide complete services to include, but not limited to planning, design, bidding, construction administration and Project close out.

2.0 Selection Criteria

Consultants will be considered for interviews based upon the following criteria, as indicated for a total of 100 possible points:

Qualifications of Key Personnel	25 points
General Project Approach	30 points
Relevant Experience	45 points

(Relevant experience includes all services on various owners' Projects, not just state Projects.)

If selected, all consultants and all sub-consultants are required to report payment detail in the DES Diversity Compliance program B2GNow. B2Gnow is designed to streamline and automate compliance reporting requirements: <https://des.diversitycompliance.com>

3.0 Other Information

Consultants selected have no implied guarantee of a minimum number of Projects or amount of fees to be earned during the 21-23 biennium. While specific Projects have not been identified for these services, you may contact the Project Manager listed for questions about the selection and contracting process.

The Agreements for Consultant services will be the standard Facility Professional Services Agreement and fees will be negotiated when applicable, on a current Architectural/Engineering Fee Schedule for Washington State Public Works Building Projects.

4.0 Submittal requirements

Due to the Governor's "Stay Home, Stay Safe" order, only electronic submittals will be accepted. Electronic submittals must be uploaded as a single PDF file, and shall be received no later than the specified date and time specified above for each discipline.

DES will create an access point for a single point of contact for each consultant submitting. In order to expedite your submittal process, view and complete upload instructions no less than 3 business days prior to the due date listed. Your SOQ does not need to be uploaded at the time access is given.

Each submittal shall include:

- Completed copy of RFQ Attachment 1. Attachment 1 is a separate page which identifies a single point of contact for the purposes of this solicitation and will be the main contact for on-call Projects, lists all consultant's office locations and all Diverse Business certifications (if applicable).
 - Attachment 1 should be situated behind any cover letter you choose to include AND before any table of contents
 - If you have multiple office locations throughout the state, please provide the address of each office
- Federal Form 330 (Part II only)
 - <http://www.des.wa.gov/sites/default/files/public/documents/Facilities/EAS/EAS330AEQual.doc>
- Any other pertinent data to assist the Selection Panel in evaluating your qualifications.
- No more than fifteen (15) pages of total content at 8 ½ X 11 size sheets, including title sheets, dividers sheets and covers.

Please follow this link to obtain instructions for uploading submittals:

<https://des.wa.gov/sites/default/files/public/documents/Facilities/EAS/AdvertisedSelections/SOQUploadInstructions.pdf>

If you have trouble accessing the upload instructions or have other questions regarding this request, please contact Angeline Ernst via email at angeline.ernst@des.wa.gov or via phone 360-480-1071.

5.0 Next Steps

Following the evaluation of submittals (Phase1), a consultant selection board will review submittals provided by each consultant for each discipline, and invite the most-qualified consultants to participate in interviews (Phase 2). Interviews will be held through remote access only in order to comply with the Governor's "Stay Home and Stay Healthy" Proclamation.

The Phase 2 interview criteria and total possible points are specific to the services listed for each discipline, and include consultant staff introductions who will actually perform on-call services

along with consultant’s capabilities and organizational structure for providing the desired services.

Phase 2 Criteria and available point scores include:

Key personnel	20 points
Firm capability	20 points
Workload Management Plan	20 points
Organizational structure	20 points
Other discipline specific criteria	20 points
<i>(will be distributed prior to interview)</i>	

The top scoring consultants from Phase 2 will be deemed to be “most highly qualified” to perform the desired services within each discipline, and will be added to the “On-Call Roster” for each discipline. These consultants may be called upon at any time during the biennium to scope and perform the desired services.

Consultants responding to this solicitation will be notified in writing of the selection results on or before May 14, 2021.

Final selections will be based on the merits of the submittal provided and findings of each panel during the remote interview.

The state reserves the right to offer the use of the On-Call Consultants agreements to other public bodies through the duration of the 2021-23 biennium, July 1, 2021 through June 30, 2023.

The state of Washington is an affirmative action employer. All information and documentation provided to Enterprise Services shall be become the property of the state and may be subject to the WA Public Records Act (RCW 42.56).

Informational Meeting Information by Discipline

Date/Time and Discipline	Zoom Meeting Links / Call In Information
<p>March 12, 2021 at 10:00 am PST</p> <ul style="list-style-type: none"> ○ 21-801 Architectural, Statewide ○ 21-814 Architectural, Eastside 	<p>https://des-wa.zoom.us/j/91410499885?pwd=aG9CRVpPWitETW1xNzJFaXdHVng3QT09 Meeting ID: 914 1049 9885 Password: 401591</p> <p>Dial by your location 888 788 0099 US Toll-free 877 853 5247 US Toll-free Meeting ID: 914 1049 9885 Password: 401591</p>
<p>March 12, 2021 at 10:00 am PST</p> <ul style="list-style-type: none"> ○ 21-802 Electrical ○ 21-805 Civil Engineering ○ 21-806 Mechanical ○ 21-808 Structural ○ 21-812 Security Electronics Systems 	<p>https://des-wa.zoom.us/j/95522581651?pwd=RXhOVi8wd0lTd2RYYWIBbUxWWUlhZz09 Meeting ID: 955 2258 1651 Password: 617035</p> <p>Dial by your location 888 788 0099 US Toll-free 877 853 5247 US Toll-free Meeting ID: 955 2258 1651 Password: 617035</p>
<p>March 12, 2021 at 11:00 am PST</p> <ul style="list-style-type: none"> ○ 21-803 Testing Services ○ 21-807 Hazardous Materials & Environmental Site Assessment ○ 21-809 Survey ○ 21-810 Geotechnical ○ 21-811 Building Envelope & Roofing 	<p>https://des-wa.zoom.us/j/95292594474?pwd=dkT5NU1JTzFFt2s1d3JyeXNlMGRmdz09 Meeting ID: 952 9259 4474 Password: 719508</p> <p>Dial by your location 877 853 5247 US Toll-free 888 788 0099 US Toll-free Meeting ID: 952 9259 4474 Password: 719508</p>
<p>March 12, 2021 at 11:00 am PST</p> <ul style="list-style-type: none"> ○ 21-804 Value Engineering & Constructability Review ○ 21-813 Commissioning 	<p>https://des-wa.zoom.us/j/98546683361?pwd=Yi9QRGd0eGQ2NkPZGFyaTh6djMzZz09 Meeting ID: 985 4668 3361 Password: 032610</p> <p>Dial by your location 888 788 0099 US Toll-free 877 853 5247 US Toll-free Meeting ID: 985 4668 3361 Password: 032610</p>