



STATE OF WASHINGTON
DEPARTMENT OF ENTERPRISE SERVICES

1500 Jefferson Street SE, Olympia, WA 98501

ADDENDUM #1 to RFP

6/16/2023

**Fire Services Training Center
 Bates Technical College, Tacoma, Washington
 DES Project No. 2023-166**

This addendum consists of:

Clarifications and Corrections to the RFP

- PG6 – Section 2.3.C. **states:**

2.	Proposal	20
3.	Proprietary Meeting	35

Correction:

2.	Proprietary Meeting	20
3.	Proposal	35

- PG11 – Section 2.6 **states:**

A. Conflict of Interest: The Selection Panel for the RFP phases of the selection process will consist of the following people:

1. Nick Lutes, Bates Technical College Vice President of Admin Services
2. Charlene Wilson, Bates Technical College Project Manager
3. Essa Ahmed, DES Project Manager
4. Yelena Semenova, DES Project Manager
5. Laura Maman, Private Sector Architect/Engineer

Correction:

A. Conflict of Interest: The Selection Panel for the RFP phases of the selection process will consist of the following people:

1. Nick Lutes, Bates Technical College Vice President of Admin Services
2. Charlene Wilson, Bates Technical College Project Manager
3. Essa Ahmed, DES Project Manager
4. Yelena Semenova, DES Project Manager
5. Laura Maman, Private Sector Architect/Engineer

Non-voting members

6. Brian Wiwel, Bates Fire Services Industry Professional
7. David Koehler, Bates EMS Industry Professional
8. Robert Roehl, Bates Special Assistant to the president

Answers to Questions

- **Question 1:** RFQ & RFP indicate that Proprietary Mtg is 1.5 hours followed by a 45-minute optional site walk. Please confirm these are two (2) separate meetings.
Does it matter what goes first
Answer 1: The proprietary meeting and the site walk are 2 separate meeting. The site meeting is optional. The finalists have the option of which comes first but they cannot be combined.
- **Question 2:** The RFP states the D/B is to prepare the agenda for the proprietary meeting. Section 2.2.B.2 mentions the possibility of a project scenario we may need to respond to. How much time should we allocate for this exercise?
Answer 2: The RFP states that the finalists shall prepare the agenda and run the meeting. We want to be considerate of your time as much as possible. A project scenario might take 15 minutes at the end of the meeting. We also request 2 minutes at the begin to collect the confidentiality certificates and go over any conflict-of-interest concerns.
- **Question 3:** When will the room be available for us to setup?
Answer 3: The room will be available 15 minutes before the meeting for setup.