



Addendum #1

Informational Meeting Sign-In, Question + Answer, Presentation

Project: 2023-424 Statewide DSHS/DCYF Youth Housing
Location: Conference Call
Date/Time: June 8, 2023 10:00am PST
DES PM: Kristine Keller, Kristine.keller@dshs.wa.gov

NOTICE TO ALL POTENTIAL RESPONDENTS

The Request for Qualifications (RFQ) is modified as set forth in this Addendum. The original RFQ documents and any previously issued addenda remain in full force and effect, except as modified by this addendum, which is hereby made part of the RFQ. Respondent shall take this Addendum into consideration when preparing and submitting its Statement of Qualification.

This addendum **does** amend the due date for submission of Statements of Qualifications.

Visit our webpage for additional information: <https://des.wa.gov/services/facilities-and-leasing-management/architecture-engineering-design-consultants/current-projects-advertised-consultant-selection>

1. Questions and Answers

- a. Several questions were asked during informational meeting, however, the answers to these questions will be determined during the Pre-Design:
 - i. Age range of youth who will be housed in this facility.
 - ii. Level of community involvement with the facility.
 - iii. Level of restrictions within the facility.
 - iv. Length of stay by the youth at the facility.

- b. The intent is to conduct as many meetings and as much research as possible during August 2023 to help DSHS determine which existing location should be renovated or if a new facility will be built in order to allow DSHS to submit for design funding in the Supplementary Budget (due in early September 2023). It is understood that the amount of work completed by the end of August is not completely defined; but the intent is for the consultant to know that this project will be moving fast with a lot of tasks at the very beginning.



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- c. The due date for the submittal has been revised (see revised schedule below). The intent is to still have the consultant’s contract negotiated by the end of July.

REVISED Submittal and Selection Schedule:

| | |
|---|--|
| RFQ Notice Issued | Thursday, June 1, 2023 |
| Informational Meeting | Thursday, June 8, 2023 at 10:00 AM PST |
| Statement of Qualifications (SOQ) Due | June 29, 2023 at 2:00 PM PST |
| Short-listed firms selected and notified | Week of July 10, 2023 |
| Interview Period | Week of July 17, 2023 |
| Firm(s) Selected and Announced | Week of July 17, 2023 |
| Agreement(s) Executed | Late July 2023 |

- d. The Score Sheet for Phase 2 has been modified to include Life Cycle Cost Analysis Experience and Sustainable Design and New Zero Experience as part of the interview process.

REVISED Weighted evaluation criterion for the Phase 2:

Oral Interviews will be used by the selection committee to score each top-rated firm as follows:

| | |
|--|------------------|
| Organization: Management Plan Team Member Qualifications Capacity/Production Capabilities | 20 points |
| Project Management: Scope management Budgeting and Cost Control Project Scheduling | 20 points |
| Project Approach: Understanding of this project Challenges & Opportunities | 25 points |
| Experience: Relevant Past Projects (firm) Relevant Past Projects (key team members) | 25 points |
| Diverse Business Inclusion Plan: To be submitted day before interview | Not Scored |
| Life Cycle Cost Analysis Experience | 5 points |
| Sustainable Design and Net Zero Experience | 5 points |



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2. Sign-In:

Kristine Keller, DSHS/OCP Kristine.keller@dshs.wa.gov

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3. Attachments:

- None.

End of Addendum #1