



Project 22-12-372
Department of Children Youth and Families
Sunnyside, WA (and Surrounding Areas)
Amendment 1
February 1, 2023

1. This amendment documents the questions and answers from the preproposal conference held on January 17, 2023, and questions asked after the preproposal conference.
 - a. **Question:** Do the agencies not share like anything like an IT room or conference room?
Answer: It is too early to say if there could be opportunities for shared facility resources. At this time in the RFP process, we do not yet know if the agencies will collocate. In addition, each agency has their unique requirements for their programs and the spaces have been programmed to fulfill those unique needs for each agency. If the agencies decide to collocate, there is a potential that the design phase might identify opportunities for some shared resources.
 - b. **Question:** Does DCYF currently have electric vehicles assigned to this office?
Answer: DCYF does not currently have electric vehicles assigned to this office. However, there approximately six (6) standard combustion vehicles assigned to the office and as DCYF phases these vehicles out of service the replacement vehicles will be electric vehicles.
 - c. **Question:** Could you clarify the parking requirement for this RFP?
Answer: Currently, DCYF needs the code required parking.
 - d. **Question:** Would DCYF pay for additional parking above the code requirement for clients, visitors, etc.?
Answer: At this time, DCYF is only asking for the parking that is required by code. Proposers should note that [RCW 43.01.240 \(3\)](#) prohibits agencies from leasing parking for employees that exceeds that which is required by code, except as authorized by the director of Enterprise Services. Typically, client parking and agency vehicle parking is considered separately from employee parking for the purposes of complying with RCW 43.01.240 (3). Additional parking that exceeds the code requirement could be advantageous to the agency depending on the circumstances of the proposal.

In addition, within the required code parking, DCYF may request fenced parking for the 6 state-owned vehicles.

The cost for parking that exceeds that required by code is best handled separate from the lease rate. This allows for both a more equivalent analysis of the proposed lease rates and also allows for a more accurate comparison to the market lease rate.

- e. **Question:** What is the average number of visitors that visit this facility?
Answer: We do not have that detail, but we can say the number of visitors to this office is relatively small. The DCYF clients are generally seen by appointment and our lobbies are generally fairly small.
- f. **Question:** Will this facility require an additional coffee bar?
Answer: No, see the New Space Addendum, section B. "1 per floor for leased space up to 10,000 square feet. Provide 1 additional for spaces over 10,000 square feet per floor."
- g. **Question:** Could you describe the laundry and shower requirements?
Answer: The laundry is a standard side by side. The shower is a standup shower configuration with sufficient space for an adult caregiver outside of the shower and on the opposite side of the shower curtain.
- h. **Question:** Is it possible to adjust the lease commencement date to accommodate the anticipated opening date of the local asphalt plants?
Answer: Proposers may submit a proposal that includes both the timeline as published in the RFP as well as a proposed alternative timeline. If a proposer includes an alternative timeline, proposer should clearly state the rationale for the alternative and the benefits that that the alternative timeline would provide to the agency.

2. Make the following change to Part B, Section 4.1.1 1 Proposers have two options to submit their proposals electronically.

Currently Reads:

Option 1 – Email: Submit proposal to the RES designated email address: desresbidclerk@des.wa.gov. Please title the email subject line "RFP Project # 22-10-321, [Proposer Name]" DES email boxes can only accept emails that total less than 30MB in size. If Proposer files are larger than 30MB, Proposer must use Option 2 below.

Change to Read:

Option 1 – Email: Submit proposal to the RES designated email address: desresbidclerk@des.wa.gov. Please title the email subject line "RFP Project # **22-12-372**, [Proposer Name]" DES email boxes can only accept emails that total less than 30MB in size. If Proposer files are larger than 30MB, Proposer must use Option 2 below.

3. Point of contact for all questions and comments is Phil Person, (360) 280-1379, phil.person@des.wa.gov. E-mail is the preferred method of communications for project related questions and comments.