



STATE OF WASHINGTON
DEPARTMENT OF ENTERPRISE SERVICES

1500 Jefferson Street SE, Olympia, WA 98501

07/24/2019

ADDENDUM TO ARCHITECT RFQ DOCUMENT

18-507 L&I/WSDA Safety & Health Lab and Training Center

RE: **Addendum #1** – Clarifications and Miscellaneous changes to RFQ

1. REQUEST FOR QUALIFICATIONS FOR ARCHITECT:

SECTION “Submittal Requirement” – REQUEST FOR QUALIFICATIONS (RFQ), note regarding “Consultant Diverse Business Inclusion Plan form”:

- Please use Diverse Business Inclusion Plan dated ‘Final as of 7/17/2019’, as downloaded per the link in the RFQ or use the following link:
<https://des.wa.gov/services/facilities-leasing/public-works-design-construction/formsreference-documents>
- Contrary to what was stated in the Informational Meeting on 7/16/2019, per the current Diverse Business Inclusion Plan the Proposer must prepare and provide a “Diverse Business Inclusion Plan”, and use Supplement (A) as guidance or a template. The Proposer’s goals are voluntary. No preference will be included in the evaluation of proposals, no minimum level of MWBE or Veteran Owned or Washington Small Business participation will be required as a condition for receiving an award and proposals will not be rejected or considered non-responsive on that basis (**unless a zero (0) goal amount is submitted**).
- Consultant Diverse Business Inclusion Plan will not be included in page count.

2. QUESTIONS / ANSWERS:

1) Question: Has the site been examined for Mazama pocket gophers?

Answer: Yes, the site has been examined for Mazama pocket gophers. This information will be made available to the selected firm.

2) Question: Are you looking for a full team? Structural, civil, etc.?



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Answer: Yes

- 3) Question: Will the Life Cycle Cost Analysis be for the whole building or just energy?

Answer: The predesign report LCCA was only for energy. The selected firm will be asked to perform a whole building LCCA.

- 4) Question: Will you provide the names of the selection panel?

Answer: The names of the selection panel will not be provided at this time for the Phase 1 short-list selection. The selected short-list firms will be provided the names of the selection panel for the Phase 2 interview process, prior to the interview day.

- 5) Question: Will a table of contents be included in the page count?

Answer: The table of contents will NOT count towards the page count.

- 6) Question: On page 2 of the RFQ, where it addresses Selection Criteria, “Relevant Experience” and “Previous Performance” are listed as separate criteria. Can you please clarify how you define each of these two criteria and what the difference is between them? They sound very similar to us and we would like a better understanding of the State’s thinking behind articulating the selection criteria as such.

Answer: The following are excerpts from the E&AS Policy and Procedures for A/E Selection, found on the DES website:

Relevant Experience – “selection criterion of the direct experience of a consultant candidate for the advertised project type, preferably within the last five years.”

Previous Performance – “selection criterion of the consultant candidate’s demonstrated performance and client satisfaction on previous projects, preferably completed in the last five years. This criterion may apply to any relevant project experience of the candidate, and may include response rates for adherence to project schedules, contractor Requests for Information (RFI’s) and shop drawing and submittal review, design error and omission change order rates, and adherence to requirements and protocols in the administration of agreements and amendments.”



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- 7) Question: It was stated in the Pre-Proposal meeting that there should be no comb binding or spiral binding. Do you want the proposals in a 3 ring binder?

Answer: Yes, a 3 ring binder will be acceptable.