

Insurance Commissioner Office Building Predesign (92000029)

Project No. 2020-070

INFORMATIONAL MEETING

August 28, 2019

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Purpose

- DES is requesting qualifications for Consultant firms for Predesign of the new Office of the Insurance Commissioner Building. The predesign will include predesign efforts for a combined facility for the Washington State Office of the Insurance Commissioner (OIC) and the Department of Children, Youth & Families (DCYF).
- Four sites at the State Capitol Campus are considered for study.



Core Stakeholders

- Department of Enterprise Services
- Office of the Insurance Commissioner
- Department of Children, Youth and Families
- Office of Financial Management



Agenda

- Summarize the Project and Goals
- Selection Process
- Submittal Requirements
- RFQ Evaluation Criteria
- Q&A



Project Summary

- Predesign for a new facility
 - Section 1092, Chapter 413 of Laws of 2019 (SHB 1102).(SL); and
 - Office of Financial Management Predesign Manual
- Evaluate programmatic and spatial needs:
 - Office of the Insurance Commissioner (OIC); and
 - Department of Children, Youth & Families (DCYF)
- Consider 4 development sites on the State Capital Campus:
 - I. GA Building (Site 1)
 - II. ProArts Building (Site 12)
 - III. Old IBM Site (Site 7)
 - IV. Visitor Center (Site 6B)



Initial Project Goals

- Problem Statement, Opportunity or Program Requirement
 - Programming and spatial needs
 - Parking and transportation impacts
 - New facility impacts on State Capitol Campus
 - Use of cross-laminated timber
 - High performance building options
 - Meet Net-Zero-Ready standards
 - Energy use intensity of no greater than thirty five.
- Analysis of Alternatives
 - Detailed analysis of preferred alternative
 - Project budget analysis for the preferred alternative
- Modern Work Office Environment



Procurement Schedule

A/E Selection Phase	Planned Date
Published RFQ	08/21/19
Informational Meeting	08/28/19
Question Deadline	09/05/19
SOQ Due	09/12/19
Finalists Selected	09/20/19
Finalist Interviews	First week of October
Notifications	10/18/19
Contract Negotiations	start after notification

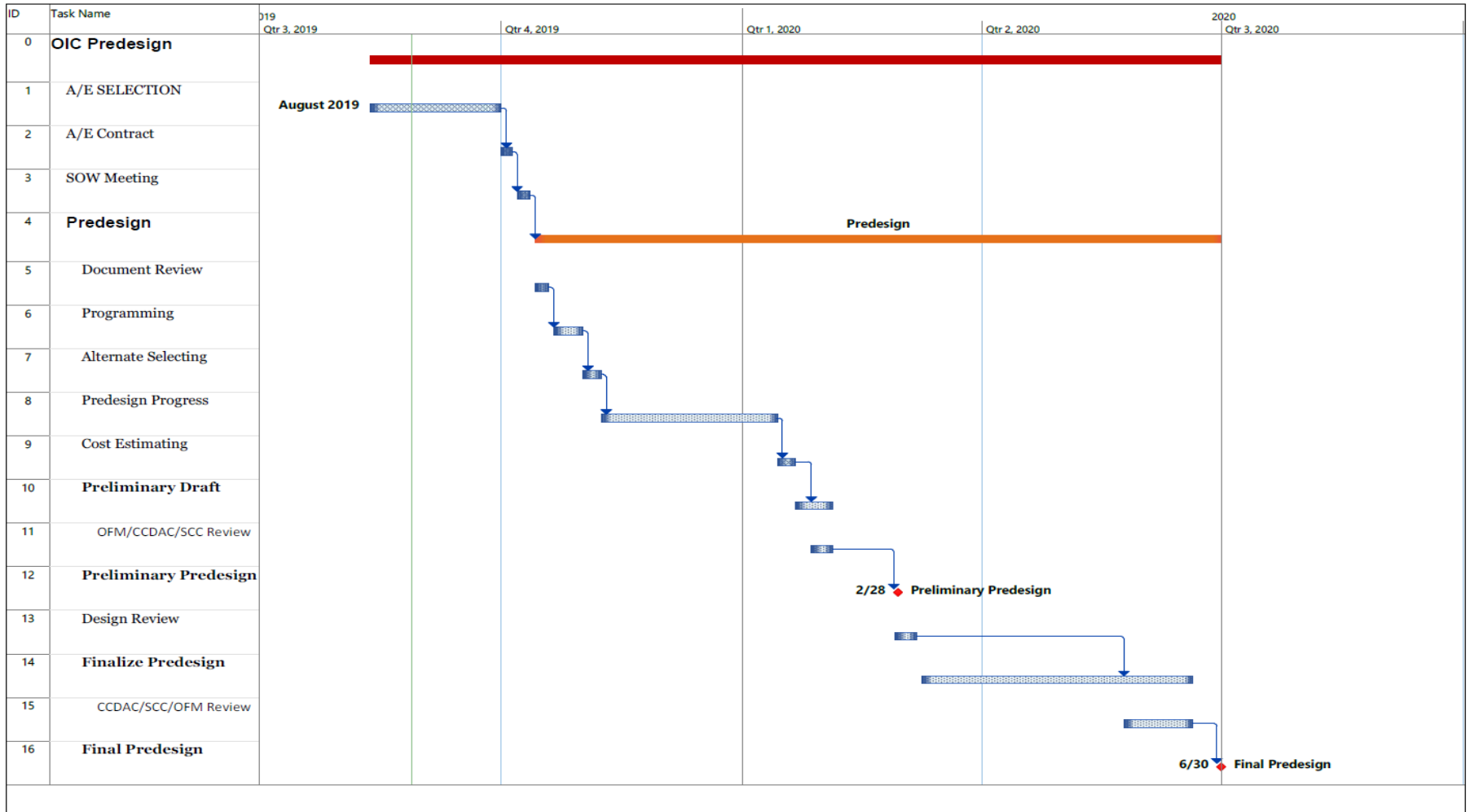


Project Progress Steps

1. A/E Consultant Selection
2. Scoping and contracting of A/E consultant for Predesign
3. Work with agencies to learn more about their programmatic and spatial needs
4. Evaluate development alternative, and determine a preferred alternative
5. Evaluate more analysis of the preferred alternative, and identify estimated total costs
6. Prepare Draft Predesign
7. Review Predesign with CCDAC and SCC
8. Submit to OFM for review and approval
9. Provide OFM Approved Predesign to legislative staff
10. Submit capital budget request for design and construction of the approved alternative (as appropriate)



Conceptual Project Progress Schedule



Selection Process

- Please have all question in by 9/5/19
- Statement of Qualifications will be due on 9/12/19
- A/E Selection Phasing:
 - Phase 1 – Initial Selection
 - SOQs will be reviewed by Selection Committee
 - 3 A/E finalists will be selected for interviews
 - Phase 2 – Final Selection
 - Interview each A/E finalist
 - Selection Committee will rank A/E finalists
- Public Announcement of Rankings and Highest Ranked A/E Finalist
- Contract Negotiation begins with Highest Ranked A/E Finalist



Selection Team

Selection Panel will include members of:

- Department of Enterprise Services
- Office of the Insurance Commissioner
- Department of Children, Youth and Families
- A member of the Private Sector



RFQ Submittal Requirements

READ SUBMITTAL REQUIREMENTS

- Maximum 20 total pages of content
- 11x17 fold outs will count as 2 sheets
- 1 hard copy SOQ in an easily removable binder (no spiral/comb)
- 1 PDF on USB flash drive
 - One PDF file; not multiple files
 - Total PDF File Size may not to exceed 25Mb
- Front and Back Cover Sheets, TOC, and Blank Dividers do not count towards the total 20-page count

❖ Submittals that do not meet the RFQ requirements MAY BE declared as Non-Responsive to this solicitation.



Phase 1 - RFQ Evaluation Criteria

Phase 1: Required SOQ Elements:

- Section 1: Qualifications of Key Personnel
- Section 2: Relevant Experience
- Section 3: Previous Performance
- Section 4: Project Approach

Suggested Focus:

- Large Office Design experience
- Predesign experience
- Sustainable Design experience



Phase 2 - Interview Criteria

I. Organization

- Management Plan
- Team Member Qualifications
- Capacity/Production Capabilities

II. Project Management

- Scope Management
- Budgeting Cost Control
- Project Scheduling

III. Project Approach

- Understanding
- Challenges & Opportunities

IV. Experience

- Relevant Past Projects (firm)
- Relevant Past Projects (key team members)
- Life Cycle Cost Analysis Experience
- Sustainable Design Experience



Addenda

Be sure to check the project solicitation website for up-to-date information:
<http://www.des.wa.gov/services/facilities-leasing/public-works-design-construction/architecture-engineering-design-consultants/current-projects-advertised-consultant-selection>

Website may include:

- Addenda;
- Question & Answer Log;
- Sign-in Sheet and Presentation in PDF format; and
- Other pertinent information.



Questions ?

Department of Enterprise Services
Point-of-Contact:

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