

State of Washington
DEPARTMENT OF ENTERPRISE SERVICES
ENGINEERING & ARCHITECTURAL SERVICES
OLYMPIA, WA

NOTICE TO CONSULTANTS
REQUEST FOR QUALIFICATIONS
Submittal Date: **July 23, 2019**

CONSULTANT SERVICES REQUIRED for Project No. **2020-403; Western State Hospital: New 250 to 350-Bed Forensic Hospital for the Department of Social and Health Services (DSHS).**

Scope of Work

This Request for Qualifications is for the purpose of selecting a consultant for Predesign Services for the **New 250 to 350-Bed Forensic** on the Western State Hospital campus in Lakewood, WA.

DSHS is one of many options to provide behavioral health services in the state of Washington. DSHS provides services at three state owned hospitals, Eastern State Hospital, Western State Hospitals, and the Child Study and Treatment Center. These facilities are managed by the Behavioral Health Administration (BHA) within DSHS.

Both Eastern State Hospital and Western State Hospital provide services for adult forensic and civil patients. The two adult psychiatric hospitals operated by DSHS at Western State Hospital and Eastern State Hospital will be transformed into Forensic Centers of Excellence. DSHS has received funding in the 2019-21 biennium to complete the Predesign effort for a **New 250 to 350-Bed Forensic Hospital** on the Western State Hospital campus in Lakewood, WA.

This request for qualifications is for the purpose of selecting a consultant for this Predesign effort.

The successful consulting team will work with the Department of Social and Health Services (DSHS) to:

- Identify program requirements.
- Coordinate with DSHS staff and local behavioral health experts to determine the projected statewide demand for forensic services and define program and facility needs.
- Evaluate at least three options for locating this new facility on the Western State Hospital campus including utilization of some of the existing structures.
- Work closely with Authorities Having Jurisdiction to define permitting requirements.
- Coordinate and attend tours of similar facilities.

This effort must meet the requirements of the Predesign Manual as provided the Office of Financial Management.

The predesign effort will challenge our behavioral health stakeholders to explore operational alternatives and efficiencies to provide world class treatment. This analysis will be matched by a

similarly rigorous investigation of existing facilities, infrastructure, site improvements, transportation networks, environmental elements, cultural and historic resources, and anticipate staffing needs and availability. Further, the predesign will identify connections with our neighboring community members.

Ultimately, the predesign will document expected program needs and; anticipated program evolution; the facilities and site improvements necessary to support those programs; and the important connections to the broader community.

The successful consultant team will have experience in developing predesigns; coordinating program requirements with multiple stakeholders; evaluating existing buildings and infrastructure; and understanding site zoning and other requirements of all Authorities Having Jurisdiction.

There will be an **Informational Meeting** for this request on:
Wednesday, July 10, 2019 at 10:30 a.m.

Location: City of DuPont, Council Chambers
1700 Civic Drive
DuPont, WA 98327

For additional information contact:
Aarón Martínez, Project Manager
253-984-4127 desk or 360-529-7001 cell
or
Bob Hubenthal, Capital Programs Chief
360-902-8168 desk or 360-480-6935
hubenbj@dshs.wa.gov

Selection Criteria

Firms will be selected in a two-phase process: Phase 1 - short listing firms based on submitted information and Phase 2 - oral presentations and interviews of short listed firms.

Firms will be considered for interviews based upon the following criteria, as indicated, for a total of 100 possible points:

Qualifications of Key Personnel (**25 points**)

Relevant Experience. Please highlight experience designing and/or siting psychiatric hospitals (**35 points**)

General Project Approach (**25 points**)

Diverse Business Inclusion Plan (**Not Scored**)

Life Cycle Cost Analysis Experience (**15 points**)

Other Information

The state reserves the right to continue with the consultant selected for this predesign effort for additional design and construction administration services on this new hospital project or has the option to conduct a new consultant selection process for future services beyond those services advertised above.

The Agreements for Consultant services will be the standard Engineering and Architectural Services Agreement and fees will be negotiated when applicable, on a current Architectural/Engineering Fee Schedule for Washington State Public Works Building Projects.

All submitting firms are encouraged to register in Washington's Electronic Business Solution Application (WEBS) at: <https://fortress.wa.gov/ga/webs/>.

Voluntary numerical Diverse Business Inclusion goals have been established for the project as: 10% MBE, 6% WBE, 5% Washington Small Business, and 5% Veterans. Achievement of these goals is encouraged. The consultant and all subconsultants are required to register and create an account with the DES Diversity Compliance program (B2Gnow). B2Gnow is designed to streamline and automate compliance reporting requirements. Additionally, all large project selections (fees over \$350,000) are required to have a plan for Diverse Business Inclusion.

Consultants may contact the following resources to obtain information on certified and registered diverse business firms for potential sub-consultants:

- B2Gnow: <https://des.diversitycompliance.com>
- The Office of Minority and Women's Business Enterprises: 866.208.1064 or www.omwbe.wa.gov
- For small business information: Charles Wilson, Public Works Business Diversity Program Manager at the Washington State Department of Enterprise Services: 360.407.8455 or charles.wilson@des.wa.gov
- The Department of Veterans' Affairs: 360.725.2169 or www.dva.wa.gov

Submittal Requirements

Submit the required number of Statements of Qualifications, five (5) copies and one (1) electronic copy, with the project number and title clearly identified on the front cover. Each of the submittals should include:

- Executive summary
- Federal form SF330 (Part II only)
<http://www.des.wa.gov/SiteCollectionDocuments/Facilities/EAS/EAS330AEQual.doc>
- Any other pertinent data to address the selection criteria and assist the Selection Board in evaluating your qualifications
- Consultant Diverse Business Inclusion Plan form may be found at:
<http://www.des.wa.gov/services/facilities/Construction/Forms/Pages/Forms.aspx>
- No more than twenty (20) total pages of content at 8 ½ X 11 size sheets
 - Covers, dividers, SF330, Consultant Diverse Business Inclusion Plan, and tab sheets are not included in page count total
 - Note, 11"x 17" fold outs can be included, but counted as two sheets.

To qualify for review, submittals must be delivered to the following address:

Attention: Luda Rybalchenko
Department of Social and Health Services
Office of Capital Programs
1115 Washington Street SE, Olympia, WA 98504-5848 (hand delivered or courier)
PO Box 45848, Olympia, Washington, 98504-5848 (mailed)

Refer to the DES website for amendments to the published public notice and/or RFQ (<http://www.des.wa.gov/services/facilities/Construction/B1/Pages/EASCurrentProjects.aspx>). It is the responsibility of the interested firms to track and obtain amendments.

All submittals must be received no later than **July 23, 2019, prior to 2:00 PM**, (as per date/time stamped by E&AS.)

For selection process questions please contact Luda Rybalchenko at 360-902-8316
RyballX@dshs.wa.gov.

For project questions please contact the Aarón Martínez, Project Manager, or Bob Hubenthal, Capital Programs Chief.

NO FAXED, OR E-MAILED COPIES WILL BE ACCEPTED.

Next Steps

Following the Phase 1 evaluation of these submittals, the consultant selection board will interview top ranked short-listed firms. The ranking is based on evaluation of submitted information (as well as reference checks, when performed with Phase 1) from firms deemed to be the most highly qualified for the required service.

The Phase 2 interview criteria will be provided to the short-listed firms. The top ranking Phase 2 firm will be selected.

Phase 2 Interviews will likely be scheduled for the week of August 12, 2019, at Office Building 2 on the Capitol Campus (DSHS Headquarters).

Firms will be notified of the selection results within one week of the Phase 2 Interviews.

The State of Washington is an affirmative action employer. All submittals become the property of the State.