

# State of Washington Department of Enterprise Services



## **Request for Qualifications (RFQ) for General Contractor / Construction Manager (GC/CM)**

Submittal Deadline : July 28, 2020 at 1:00 p.m.

**Department of Social and Health Services  
BH 48 Bed Community Residential Treatment  
Facility  
Project Number: 2020-473G(1-1)**

# Request for Qualifications for GC/CM Services

Department of Social and Health Services:  
BH 48 Bed Community Residential Treatment Facility  
Project Number 2020-473G(1-1)

Department of Enterprise Services

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**CONTACTS**

**Department of Enterprise Services (Contracting Authority)  
Facilities Division, Engineering & Architectural Services**

Physical Address: **1500 Jefferson Street SE, Olympia, WA 98501**  
Mailing Address: **P.O. Box 41476, Olympia, WA 98504-1476**

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Angeline Ernst, Selection Administrator	(360) 407-9425	<a href="mailto:angeline.ernst@des.wa.gov">angeline.ernst@des.wa.gov</a>

**Department of Social & Health Services (Owner)  
Facilities, Finance & Analytics Administration, Office of Capital Programs**

Physical Address: **1115 Washington Street SE, Olympia WA 98501**  
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BCRA, Inc  
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**\*primary point of contact**

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**1.0 INTRODUCTION**

The Department of Enterprise Services (DES) will be accepting Statement of Qualifications (SOQ) and Proposals from experienced firms to provide General Contractor/Construction Manager (GC/CM) services for **BH 48 Bed Community Residential Treatment Facility, project number 2020-473**. DES intends to award a construction contract using a competitive negotiation process authorized by RCW 39.10.340 described more fully below.

DES has determined that this project meets the criteria established in RCW 39.10.340 for use of the GC/CM procedure.

- Implementation of the project involves complex scheduling, phasing, or coordination
- The involvement of the GC/CM during the design stage is critical to the success of the project

If necessary to help meet the overall project schedule, the GC/CM may be authorized to bid out and start construction early on subcontract bid packages before all project construction documents are 100% complete.

The selection process will consist of two phases:

1. **PHASE 1, Request for Qualifications**: Perspective GC/CM firms will submit written SOQ which will be evaluated in accordance with the criteria set forth in Section 9 of this solicitation. These submittals will be used to select a minimum of three of the most highly qualified firms to proceed to Phase 2.
2. **PHASE 2, Interview and Request for Proposal**: Consists of an interview and the submittal of a Final Proposal which contains, in a sealed bid, the Percent Fee stated as a percentage of the estimated Maximum Allowable Construction Cost (MACC), and a fixed amount for the detailed Specified General Conditions Work. Sections 11 and 12 of this solicitation define the selection criteria for Phase 2.

The most qualified firm based on the bid submitted and the other factors set forth herein will be selected to provide preconstruction services and for MACC negotiations. If the parties cannot agree on a MACC as described in Section 5, negotiations will be terminated and DES reserves the right to begin negotiations with the next highest scoring firm. All costs incurred by firms choosing to participate in this GC/CM Solicitation process shall be borne by the proposing firms.

All provisions of this solicitation will become a part of the GC/CM contract including the GC/CM's written response to the RFQ.

**2.0 PROJECT DESCRIPTION**

**2.1 Background**

The State of Washington is preparing a reform of the state's behavioral health service delivery model, moving away from large centralized facilities, to smaller community

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based residential treatment facilities. The goal is to improve access to services for treatment and care. Residential Treatment Facilities (RTF) are state licensed, community-based facilities that provide 24-hour inpatient care for people with mental health and/or chemical dependency disorders in a residential treatment setting.

A Predesign and Architecture/Engineering design services for the project received funding in the 2019-2020 biennium. The predesign was completed in February 2020 and can be referenced at:

[https://www.dshs.wa.gov/sites/default/files/FSA/capital/Projects/SW-BH%20Community%2048-Bed%20Study\\_2-28-20.pdf](https://www.dshs.wa.gov/sites/default/files/FSA/capital/Projects/SW-BH%20Community%2048-Bed%20Study_2-28-20.pdf)

Funding for construction is contingent upon the State Legislature enacting the 2021-2023 Capital Budget which is expected to receive approval by June 30, 2021.

### 2.2 Project Scope

Construct a 48-Bed Community Residential Treatment Facility of approximately 53,000 gross square feet, including site development. This facility will likely be comprised of three separate 16-bed facilities co-located on a site in Clark County in the vicinity of 6926 NE Fourth Plain Blvd, Vancouver, WA 9866.

### 2.3 Estimated MACC:

The estimated MACC (maximum allowable construction cost) for the project is \$25,000,000.

## 3.0 SCHEDULE

The following is the current planned schedule for project events.

### 3.1 Anticipated Design and Construction

May 4, 2020 to Sep 18, 2020	Schematic Design
Sep 21, 2020 to Dec 25, 2020	Design Development
Dec 28, 2020 to Jun 4, 2021	Construction Documents**
Apr 27 2021 to May 27, 2021	MACC Negotiations
June 2021	Building Permits
May 27 2021, to June 18, 2021	Bid & Award Subcontracts**
June 21, 2021	Start Construction**
July 2022	Substantial Completion
Aug 2022	Punch list and final commissioning
Aug, 2022	Final Acceptance

*\*\* Note: GC/CM Contractor may be asked to provide early bid packages that could include site and foundation work ahead of the building. The GC/CM will work with the owner and design team to determine specific bid packages and dates.*

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**3.2 GC/CM Selection Process Schedule**

July 6, 2020	First publication of Request for Qualifications for GC/CM Services in Seattle Daily Journal of Commerce
July 13, 2020	Second publication of Request for Qualifications for GC/CM Services in Seattle Daily Journal of Commerce
July 21, 2020	Project Informational Meeting (see Section 6.0)
July 28, 2020	Phase 1 SOQ submittal deadline from interested GC/CM firms
August 3, 2020	Notification of qualified (Short-listed Firms) selected for Phase 2
August 7, 2020	References due for Short-listed Firms (Contractor to provide completed forms).
August 18 and 19, 2020	Interviews
August 25, 2020	Phase 2 Final Proposal (including sealed bid) <i>submittal deadline</i> ; selection of firm with the highest score
August 28, 2020	Notification of successful and unsuccessful firms
September 11, 2020	Preconstruction Work Plan due
September 18, 2020	Contract for Preconstruction Services executed

**4.0 SCOPE OF GC/CM SERVICES**

The GC/CM will work collaboratively and proactively with the Owner and Architect to proceed with planning, design and development of the work in a manner that supports the Owner's efforts to keep costs within the Owner's budget. The GC/CM shall provide Construction Management (CM) services throughout the project, from the preconstruction period through construction and shall closely coordinate such work with the Architect and Owner. The GC/CM shall provide CM services, including but not limited to:

- Assistance in identifying safe work practices and requirements for construction.
- Assessing and recommending site logistics requirements.
- Recommending phasing, sequencing of work and construction scheduling.
- Providing cost-estimating including MACC Negotiated Support Services budgeting.
- Determining and reconciling constructability issues and performing constructability analysis of the design documents prior to subcontract bidding.
- Assessing alternative construction options for cost savings.
- Identifying products for Value Engineering (VE) and engineering systems for life cycle cost design considerations and recommending all work necessary to support their implementation.
- Participating in for Owner's design and construction document phases coordination reviews.
- Prepare subcontract bid packages and manage the bidding process.
- Scheduling and sequencing of the work

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In addition, the GC/CM must be familiar with the local labor and subcontracting market and be capable of working with subcontractors to generate viable pricing alternatives. The GC/CM shall provide full general contracting services for construction of the project in accordance with the requirements of the contract documents and RCW 39.10.340 through 39.10.410, except to the extent work is specifically indicated in the contract documents to be the responsibility of others.

During preconstruction, design and construction phases the GC/CM actively shall participate as a member of the project team with the Owner and the Architect. The GC/CM shall be responsible for providing necessary consulting expertise to the Owner to ensure that the program scope is maximized and the construction budget and the project schedule are met.

Additionally, the GC/CM shall provide site safety supervision sufficient to comply with all WISHA, OSHA, and other regulatory safety requirements; including COVID-19.

### **5.0 SELECTION AND AWARD PROCESS**

The Department of Enterprise Services (DES) is contracting for GC/CM services in accordance with the process authorized by RCW Chapter 39.10. All proposers must be licensed and registered by the Washington State Department of Labor and Industries in accordance with RCW 18.27.020. The process for selection of the GC/CM firm, negotiation of the MACC, award of the GC/CM Contract, and payment for Preconstruction Services is anticipated to be as follows:

- Anyone interested in becoming the GC/CM may submit their Phase 1 SOQs in accordance with the requirements set forth in this RFQ.
- On the basis of the evaluation criterion set forth in this GC/CM solicitation the firms submitting SOQs will be scored and ranked. The most qualified firms (short-listed firms) will be invited to a Phase 2 interviews.
- Evaluation and Scoring of Criterion. In evaluating each of the criteria for both Phase 1 and Phase 2, a selection panel will identify significant and minor strengths and weaknesses from the submissions and/or interviews. The selection panel will then use the following guidelines to evaluate each selection criterion, based on the weighting assigned in this solicitation and any addenda. After initial scoring, the selection panel will come to a consensus ranking of the firms.
  - Definition of “strength” and “weakness”:
    - The term “strength” ultimately represents a benefit to the Project and is expected to increase the firm’s ability to meet or exceed the Project goals. A minor strength has a slight positive influence and a significant strength has a considerable positive influence on the firm’s ability to exceed the project goals.
    - The term “weakness” detracts from the firm’s ability to meet the project goals and may result in inefficient or ineffective performance. A minor weakness has a slight negative influence and a significant weakness has a considerable negative influence on the firm’s ability to exceed the project goals.
- Scoring:



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- a. **Excellent** (81-100 percent of points available in each criterion): The Evaluative Criteria demonstrates an approach that is considered to exceed the Project goals and the RFFP requirements and provide a consistently outstanding level of quality. To be considered *Excellent*, it must be determined to have significant strengths and/or a number of minor strengths and few or no appreciable weaknesses.
  - b. **Good** (61-80 percent of available points in each criterion): The Evaluative Criteria demonstrates an approach that is considered to meet the RFFP in a beneficial way (providing advantages, benefits, or added value to the Project) and offers quality. To be considered *Good*, it must be determined to have strengths and few, if any, significant weaknesses. Minor weaknesses are offset by strengths.
  - c. **Fair** (41-60 percent of available points in each criterion): The Evaluative Criteria demonstrates an approach that contains minor and/or significant weaknesses and limited appreciable strengths.
  - d. **Deficient** (0-40 percent of available points in each criterion): The Evaluative Criteria demonstrates an approach that contains significant weaknesses and no appreciable strengths.
  - e. **Non-Responsive**: Does not meet the Minimum Qualifications required for evaluation. In addition, the Owner, at its sole discretion, may reject any Evaluative Criteria deemed non-responsive to any of the requirements
- Short-listed firms shall submit a Final Proposal providing a bid for GC/CM fee and Specified General Conditions.
  - The Request for Final Proposal (Phase 2 RFFP) will be evaluated, scored and added to the interview scores. The short-listed firm with the highest score based on the selection panel's evaluation of the interview, and the score for the Final Proposal will be asked to submit a Preconstruction Work Plan. Subject to approval of the Preconstruction Work Plan by DES, the Contractor shall immediately execute and Contract for Preconstruction Services, which shall be solely for the performance and payment of Preconstruction Services.

It is anticipated that MACC negotiations will occur when the scope of the project is adequately defined and the contract documents are at least 90% complete as mutually determined by the GC/CM and the Owner, but no later than the conclusion of construction documents. At the time a MACC is successfully negotiated, the parties will sign the GC/CM contract.

- MACC negotiations will take place prior to execution of the GC/CM construction contract. MACC negotiations shall be completed within 30 days of the receipt of the GC/CM's MACC estimate. The GC/CM's MACC estimate shall be completed no later than three (3) weeks from receipt of the construction documents to be used for MACC negotiations. Should the GC/CM and DES not agree on a satisfactory MACC that the DES determines to be fair, reasonable, and within the available funds, the Owner may cancel the negotiations and begin to negotiate with the next highest

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ranked finalist. Should DES choose to cancel the negotiations upon failure to achieve a MACC, such cancellation will be effective upon delivery of written notification to the GC/CM. The GC/CM shall not be reimbursed for the MACC negotiations.

**6.0 INFORMATIONAL MEETING**

An informational meeting will be held on **Tuesday, July 21, 2020 at 10:00 a.m. via internet-based on-line meeting hosted by the Architect.** Contact the Architect via email and provide email information for prospective GC/CM staff who plan to attend this meeting. The Architect will send connection information for this meeting. Interested firms are strongly encouraged to attend.

**7.0 PHASE 1 SOQ DEADLINE**

SOQs in response to this RFQ containing the items listed in Sections 8 and 9 below must be received by the DES Selection Administrator and Project Manager at the email addresses listed below **no later than 1:00 p.m. local time on Tuesday, July 28, 2020:**

Selection Administrator: [angeline.ernst@des.wa.gov](mailto:angeline.ernst@des.wa.gov)

Project Manager: [coveylq@dshs.wa.gov](mailto:coveylq@dshs.wa.gov)

Submittals will only be accepted electronically via email. Submittals size must be 20mb or less for the submittal to be received. *Hard copies or faxed submittals will not be accepted.*

Refer to the DES website for amendments to the published public notice and/or RFQ (<https://des.wa.gov/services/facilities-leasing/public-works-design-construction/architecture-engineering-design-consultants/current-projects-advertised-consultant-selection>). It is the responsibility of the interested firms to track and obtain amendments.

Proposers are responsible for checking the DES website up to one week prior to submission of proposals for any addenda. If you are unable to download the addenda, you may contact the individual noted above.

For selection process questions please contact **Angeline Ernst, 360.407.9425,** [angeline.ernst@des.wa.gov](mailto:angeline.ernst@des.wa.gov).

For project questions please contact the Project Manager, **Larry Covey,** [coveylq@dshs.wa.gov](mailto:coveylq@dshs.wa.gov), **360.664.6181**

**8.0 PHASE 1 - SOQ FORMAT**

Every proposer must reply to each of the evaluation criteria set forth below in a clear and concise manner. Responses must be in the same order as listed, clearly separated with tabs and labeled by response. Brevity is preferred. Pay attention to specific requests for information. The submittals shall be organized in a manner that will enable the GC/CM Selection Panel to quickly access pertinent information. In consideration of the

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reviewer's time, every effort should be made to avoid duplicating information presented in the SOQs.

**Only submittals conforming to the following specifications will be considered:**

- Size: 8.5"x11"
- Must not exceed (25) sheets, printed front and back (total of 50 pages)
- 11"x17" fold-outs are permitted, but limited to 8 maximum, and shall be included in the 25 sheet count
- Tabs without printing, other than index names, are not counted in the 25 sheet maximum
- Tabs with any printing, other than index names, shall be counted in the 25 sheet maximum
- File size no larger than 20 mb.

Submittals should include pertinent data that will assist the selection panel in making its evaluation as set out in this RFQ.

For further information, contact: Larry Covey, DES Project Manager, by telephone at (360) 664-6181 or by email at [coveylg@dshs.wa.gov](mailto:coveylg@dshs.wa.gov)

**8.1 Explanation to Prospective Proposers**

Any prospective proposer desiring an explanation or interpretation of this RFQ must make a request in writing to the DES Project Manager no later than seven (7) days before the Phase 1 submittal due date. Any information given to a prospective proposer concerning this RFQ will be furnished promptly to all other proposers as an addendum to this RFQ if the information is necessary to submitting SOQs or if the lack of it would be prejudicial to other prospective proposers. Oral explanations or instructions given before the Phase 1 SOQ due date will not be binding.

**8.2 Acknowledgment of Addenda to Phase 1 Solicitation**

Submittals shall include a cover letter briefly describing the proposer's interest in the project and other pertinent information. In this letter prospective proposers shall acknowledge receipt of any addenda to this RFQ by identifying the addenda numbers and dates. Failure to acknowledge addenda may result in the submittal being declared non-responsive.

**8.3 Phase 1 Submission of SOQs**

SOQs must be submitted before the Phase 1 RFQ deadline.

SOQs shall be addressed to the office specified in section 7.0 and shall include:

- The project number and project name.
- The name and address of the proposer.

The only acceptable evidence to establish the time of receipt will be the date and time stamp provided by Microsoft Outlook. The Selection Administrator will confirm the date and time stamp provided by Microsoft Outlook to evaluate if a proposer meets

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the defined deadline.

The only acceptable evidence to establish the time of receipt at the office designated in the solicitation is the time/date provided in the email receipt time clock. -Any modification of a SOQ received after the times specified will not be considered.

A Phase 1 SOQ will be considered responsive if it meets the following requirements:

- It is received at the proper time and place.
- It meets each the stated requirements of the RFQ.
- It is submitted by a licensed/registered contractor within the state of Washington at the time required and is not banned from bidding by the Department of Labor and Industries.

**9.0 PHASE 1 - SOQ EVALUATION CRITERIA: (100 points)**

Each proposer must reply to each of the criterion in a clear and concise manner. The responses must be in the same order as listed below. Each evaluation criterion has been assigned points based on its relative value. The SOQ criteria and their associated points are as follows:

<b>Criteria:</b>	<b>Points</b>
Bonding Phase 1 Requirement	N/A
Ability and Qualification of Professional Personnel	25
Approach to Executing the Project / Preconstruction Services	20
Past Performance in Negotiated and Complex Projects	15
Project Scheduling & Cost Control	10
Risk Identification and Analysis	10
Value Engineering and Constructability Analysis	5
Recent, Current and Projected Workload of Firm/Self Performance	5
Proximity of Firm to Project Location	5
LEED/ZNE Experience	5
Total	
100	

**9.1 Bonding - (Phase 1 Requirement)**

Proposers shall include a statement from their bonding agent indicating the commitment to bond this project should the Proposer be selected. The statement shall include the bonding company name, agent's name, address, telephone, fax, and email address. Failure to meet this bonding requirement is a cause for disqualification.

**9.2 Ability and Qualifications of Professional Personnel: (25 Points)**

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Proposers shall provide an organizational chart and list of key personnel including their roles and responsibilities, both field and office staff, for preconstruction and also for construction, the level of effort to be committed (full time vs. part time), and at what phases of the project they will be utilized.. Proposers shall include: resumes of all individuals listed on the project organization chart, including a description of the GC/CM experience of each person assigned to this project as well as the level of effort, as a percentage of time, to be committed and for which phases of the project (preconstruction, construction). At a minimum, the following individuals shall be included:

- Project executive in charge
- Project manager
- Superintendent
- At least one project engineer
- Individuals assigned to handle:
  - Estimating
  - Construction schedule
  - Quality control

Names and qualifications of any consultants and the services they will contribute to the GC/CM's services are also required.

If selected, the proposer agrees that it will provide, for the duration of the project, the full complement of staff, including the specific persons identified in this SOQ.

During the design process, the GC/CM firm shall provide, at a minimum, one dedicated professional project manager and/or higher level professional staff to attend all design meetings. The GC/CM's preconstruction services during the design process shall cover all services and expenses provided as identified in Article 5, Pre-Construction Services. During the construction phase, the GC/CM shall provide full supervision to coordinate the job in the field, and provide for sufficient and appropriately skilled staff to implement a quality control program.

### **9.3 Approach to Executing the Project / Preconstruction Services: (20 points)**

Proposers shall describe how their firm will integrate project scheduling, quality assurance, interdisciplinary review, etc. into the project, and further describe their approach to working with the Owner, the A/E and project stakeholders, and explain how the GC/CM will promote a successful team atmosphere throughout the course of the project.

Proposers shall describe the major challenges to successful completion and how their firm proposes to approach them. Proposers also shall describe any expectations their firm may have for the Owner, including but not limited to, the extent of on-site architectural and/or engineering representatives during major construction or installation phases.

Proposers also shall describe their philosophy and approach to Preconstruction Services and specifically address the following Preconstruction responsibilities:

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- Cost tracking, cost-estimating and reconciliation with second parties.
- Experience working within an occupied facility or campus.
- Providing Design and MACC Negotiated Support Services budgeting.
- Providing Design and Construction Document coordination comments and verifying their implementation.
- Investigation of existing conditions to verify the construction documents will reflect the actual site conditions.
- Scheduling, making recommendations for change and advising long-lead procurement packages to ensure the project schedule.
- Assessing and recommending site logistics requirements.
- Subcontract plan preparation, procurement planning and bid management.

Provide two (2) or more examples of projects that demonstrate the range of Preconstruction Services your firm has provided on previous GC/CM projects, or private sector projects with a guaranteed maximum price.

### **9.4 Past Performance in Negotiated and Complex Projects: (15 points)**

Proposers shall provide a list of negotiated private and public works projects, with a description of the project and the construction cost similar to this project in complexity, including the use of multiple phases, , and working on an occupied campus. Private and public works projects should be identified. Include the following information:

- Description of the project, including gross square feet
- Public work or private
- Scope of firm's work on the project, including percent self-performed
- Location
- Owner, contact person, telephone number, and email address
- Final construction cost
- Total number and dollar amount of all claims against the Owner
- Total number and total dollar amount of all claims against the Owner adjudicated by a dispute resolution board, arbitration, or litigation
- Experience in dealing with craft labor relations

### **9.5 Past Performance of Mental Health Facilities or similar facilities: (10 points)**

Proposers shall outline their previous experience, if any, with Mental Health facilities or facilities of similar nature and valuation.

### **9.6 Project Scheduling & Cost Control: (5 Points)**

Proposers shall describe how their firm will monitor and ensure the Owner's program scope is maximized and the Owner's construction budget and project schedule are met at every phase of the Design and Construction Documents development and during construction. In addition, Proposers shall describe the estimating and scheduling systems and management techniques their firm employs to achieve success in the aforementioned items.

Proposers also shall provide the following information for each of the projects listed in response to Section 9.4 above:

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- As-planned schedule vs. as-built schedule (Notice to Proceed to Substantial Completion)
- Owner's original estimate
- Original total contract cost
- Total dollar amount of change orders

### **9.7 Risk Identification and Analysis: (5 points)**

Proposers shall provide a Project Risk Assessment plan, identifying potential project risks beyond the control of the GC/CM and strategies to mitigate these risks.

### **9.8 Value Engineering and Constructability Analysis: (5 points)**

Proposers shall describe their philosophy, experience, and methodology in value engineering and constructability analysis, describing the key project individuals' experience in each of these areas. Proposers shall provide examples of both value engineering reports and constructability analyses developed and utilized on prior projects and the results obtained. A description of the GC/CM's approach to working with the Owner and the A/E should be included. Include a statement on how proposer will determine and assess constructability issues and provide assistance identifying safe work practices and requirements for construction. For value analysis, identify experience in assessing alternative construction options, products, and engineering systems for cost savings and life cycle cost design considerations.

### **9.9 Recent, current and projected workload of the Firm/Self Performance: (5 points)**

Proposers shall provide a brief description of their firm's history, size, location of home and regional offices, and their capabilities to perform the requirements of this contract, including: annual volume, financial position, and bonding capacity.

Proposers shall summarize recent, current, and projected firm workloads. Such summary shall include the firm's annual volume (in dollars) of construction for the past five years and the anticipated volume for the current year and the firm's plan for the next two years including how the firm's participation in this project would affect that plan. Proposers also shall identify the scope of work the firm proposes to self-perform and its ability to perform it.

### **9.10 Proximity to the Project Location / Self Performance: (5 points)**

Proposers shall identify the location of the office responsible for this project and describe their firm's familiarity with the local labor and subcontracting market, and capability of working with subcontractors to generate viable pricing alternatives.

### **9.11 LEED/ZNE Experience: (5 points)**

Proposers shall provide a summary of your firm's experience in working on projects seeking Leadership in Energy and Environmental Design (LEED) certification and Zero Net Energy (ZNE) goals. Indicate level of certification, if the project became LEED certified or achieved ZNE, and the project team's role in documentation. Proposers also shall describe the initiatives their firm

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employed to achieve additional LEED points other than those defined in the contract documents.

**10.0 PHASE 2 - NOTIFICATIONS & REFERENCE CHECKS**

Phase 2 only applies to short-listed firms and consists of an interview and a Final Proposal as described in the following sections.

The highest-ranked firms in Phase 1 will be notified that they have been selected to move on to Phase 2 of the selection process. The Short-listed Firms shall provide no less than five (5) and no more than 15 references for the firm and key personnel (min. Project Executive, Project Manager, and Superintendent) on Attachment 4 Performance Evaluation Questionnaire.

The selection panel will evaluate proposers using the Performance Evaluation Questionnaire (Attachment 8) and reserves the right to make reference checks beyond those provided by the short-listed firms.

**11.0 PHASE 2 - INTERVIEW: (170 points)**

After scoring the SOQs, the selection panel will select a short-list of the most highly qualified firms to interview.

Should a firm be invited to interview, questions will be directed solely to the proposed project team. At a minimum, the project executive dedicated to the project, the project manager, the superintendent, at least one project engineer, estimator, and other key individuals responsible for Preconstruction Services shall attend the interview. In addition to presenting their qualifications, experience, and approach to the project the project team will be expected to respond to questions from the selection panel regarding the proposal as well as additional questions that might have been posed in the notification letter to your firm.

The selection panel will evaluate oral interviews, with feedback from reference checks, with emphasis on the following items as they relate to this project.

- Ability and qualification of professional personnel 30 points
- Risk analysis, mitigation and management 20 points
- Value engineering, constructability/interdisciplinary review and approach to executing the project. 30 points
- Approach to Preconstruction Services, integration with design team, and cost estimating 30 points
- Time and budget requirements; schedule management 20 points
- Past performance on similar complex or negotiated contracts 30 points
- Diverse Business Inclusion Plan (Mandatory Requirement) Not Scored
- Accident Prevention Program (Mandatory Requirement) 10 Points

***Diverse Business Inclusion Plan***

***Mandatory Requirement***



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Each Finalist team shall submit their Diverse Business Inclusion Plan with their Final Proposal. See Section 14.0 for Plan requirements.

### ***Accident Prevention Program***

### **Mandatory Requirement**

A copy of an accident prevention plan and safety program shall be provided that is similar to that to be developed for this project, identifying specific criteria applicable to this project. Program can be submitted on a CD with the Final Proposal.

## **12.0 FINAL PROPOSALS:** (30 points)

The firms that the selection panel believes to be the most highly qualified based upon their Phase 1 SOQ scores will be requested to Interview and submit a Final Price Proposal Form (Attachment 3) for GC/CM Percent Fee and Specified General Conditions Work. Final proposals will be computed as follows:

Lowest Conforming Proposal / Proposal being evaluated X 30

Finalists shall submit two bid numbers on Attachment 3 - Final Price Proposal Form . The first number shall be the GC/CM Percent Fee, and the second shall be for the Specified General Conditions Work. The terms GC/CM Percent Fee and Specified General Conditions work will be specifically defined in the Request for Final Proposal (RFFP).

State your Percent Fee as a percentage and multiply it by the estimated "MACC" indicated in the RFFP document to determine a single lump sum number for the dollar amount of the Percent Fee. The dollar amount of the Percent Fee will be added to the lump sum dollar amount for the detailed Specified General Conditions work to determine a single number for the total bid.

In completing the Final Price Proposal Form, the proposer must enter a number for both the Percent Fee and the detailed Specified General Conditions work. No other entries, modifications, or qualifications shall be made to the bid. Failure to comply in full with these requirements shall be grounds for a bid being declared non-responsive. The Owner reserves the right to reject any or all bids, and to waive informalities or non-material irregularities in the bids received.

The name, address, and contractor's registration number shall be typed or printed on the Final Price Proposal Form in the space provided.

Bids must be (1) submitted on the forms furnished by DES or on copies of those forms, and (2) signed in ink.

Proposers shall submit bid amounts in the format provided in the Final Price Proposal form. Only the amounts and information asked for in the Final Price Proposal form furnished will be considered as the bid. All blank spaces must be filled in.

Clearly identify the project name on the outside of the bid envelope.

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### **13.0 FINAL SELECTION**

The firm with the highest score (Total Possible: 200 points) resulting from the selection panel's scoring of the Interview (170 pts), and the results of the Final Proposal (30 pts) will be selected for Preconstruction Services negotiations. Interview scores amongst the panelists will be averaged in each category to determine final points. In the event of a tie in total score, the firm with the lowest conforming Final Proposal (bid) will be selected.

### **14.0 DIVERSE BUSINESS INCLUSION PLAN**

14.1. Diverse Business Participation. The state of Washington encourages participation in all of its contracts by Diverse Businesses. DES is committed to providing the maximum practicable opportunity for participation by Diverse Businesses through direct contracts with DES, subcontracts, sub-consulting, and supplier participation.

14.2. Definition. Diverse Business is defined as a Washington Small Business, micro-business, and mini-business as defined in RCW 39.26.010 (collectively Washington Small Business), Minority-owned and Women-owned Business Enterprises as defined in RCW 39.39.19 and WAC 326-20, and Veteran-owned businesses as defined in RCW 43.60A.010. If the proposed subcontractors are self-identified diverse businesses, the Design-Build Contractor will encourage and support state efforts for their certification with the appropriate Washington state agencies.

14.3. Participation Goals. The aspirational goals for diverse business participation in DES contracts are:

- 10% Minority Owned Business (MBE) certified by the Washington State Office of Minority and Women Business Enterprises
- 6%, Women Owned Business (WBE) certified by the Washington State Office of Minority and Women Business Enterprises
- 5% Veteran Owned Business (VOB) certified by the Washington State Department of Veterans Affairs
- 5% Washington Small Businesses self-identified in the Washington Electronic Business Solution  
<http://www.des.wa.gov/services/ContractingPurchasing/Business/Pages/WEBSRegistration.aspx> (WEBS).

14.4. Inclusion Plan. To be considered responsive, Finalists must submit a Diverse Business Inclusion Plan (Attachment 6) with their Final Proposal.

The Voluntary Diverse Business Inclusion Plan must include Anticipated Certified Diverse Business Participation Goals identifying the percentage of diverse subconsultant, subcontractors, and suppliers performing professional services and commercially useful work on the project. The Voluntary Diverse Business Inclusion Plan does not require firms to be identified. These goals are voluntary. No minimum level of diverse 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 goal of zero percent (0%) goal is submitted.

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The Design Builder aspires to achieve its anticipated Diverse Business Participation goals and the Voluntary Diverse Business Inclusion Plan will be incorporated into the successful Design-Builder's Contract.

14.5. Contact Information. For information on certified firms, prime Proposers may contact:

- OMWBE at <http://www.omwbe.wa.gov/> or (360) 664-9750
- DVA at <http://www.dva.wa.gov/BusinessRegistry/Search.aspx> or (360) 725-2200.
- DES Public Works Diverse Business Manager, Charles Wilson  
[charles.wilson@des.wa.gov](mailto:charles.wilson@des.wa.gov) or (360) 407-8455 for a list of self-certified Washington Small Businesses that downloaded this solicitation and selected to allow their contact information to be shared.

14.6. DES Diversity Compliance Program. The successful Proposer is required to register and create an account in the DES Diversity Compliance Program (B2Gnow) at <https://des.diversitycompliance.com>. Every month for the duration of your contract, and while your contract is active in the B2Gnow system, submit and accurately maintain the following payment information through B2Gnow:

1. Payments received by the prime contractor from the Agency
2. Payments paid to each subcontractor
3. Payments paid to each supplier

## 15.0 APPRENTICESHIP REQUIREMENT

Mandatory apprentice utilization of at least fifteen percent (15%) of the total construction labor hours worked on the Contract is required. Apprentices must be registered as apprentices with the State Apprenticeship and Training Council. The GC/CM shall comply with the requirements of the Contract documents related to apprenticeship. Proposers may contact the Department of Labor & Industries, Apprenticeship Program at (360) 902-5320 to obtain information on apprenticeship programs.

## 16.0 CONTRACTOR RESPONSIBILITY CRITERIA

**Mandatory Responsibility Criteria:** Proposers must comply with RCW 39.04.05.350 (1), which provides that:

1. Before award of a public works contract, a bidder must meet the following responsibility criteria to be considered a responsible bidder and qualified to be awarded a public works project. The bidder must:
  - a) At the time of bid submittal, have a certificate of registration in compliance with chapter [18.27](#) RCW;
  - b) Have a current state unified business identifier number;
  - c) If applicable, have industrial insurance coverage for the bidder's employees working in Washington as required in Title [51](#) RCW; an Employment Security Department number as required in Title [50](#) RCW; and a state excise tax registration number as required in Title [82](#) RCW;

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- d) Not be disqualified from bidding on any public works contract under RCW [39.06.010](#) or [39.12.065](#)(3); and
- e) If bidding on a public works project subject to the apprenticeship utilization requirements in RCW [39.04.320](#), not have been found out of compliance by the Washington State Apprenticeship and Training Council for working apprentices out of ratio, without appropriate supervision, or outside their approved work processes as outlined in their standards of apprenticeship under chapter [49.04](#) RCW for the one-year period immediately preceding the date of the bid solicitation.
- f) Public Works and Prevailing Wage Training/Exemption. Bidders shall have received training on the requirements related to public works and prevailing wage under this chapter and chapter [39.12](#) RCW. The bidder must designate a person or persons to be trained on these requirements. The training must be provided by the department of labor and industries or by a training provider whose curriculum is approved by the department. The department, in consultation with the prevailing wage advisory committee, must determine the length of the training. Bidders that have completed three or more public works projects and have had a valid business license in Washington for three or more years are exempt from this subsection. The department of labor and industries must keep records of entities that have satisfied the training requirement or are exempt and make the records available on its website. Responsible parties may rely on the records made available by the department regarding satisfaction of the training requirement or exemption. <http://lni.wa.gov/TradesLicensing/PrevWage/Contractors/Training.asp>
- g) Within the three year period immediately preceding the date of the bid solicitation, not have been determined by a final and binding citation and notice of assessment issued by the Department of Labor and Industries or through a civil judgement entered by a court of limited or general jurisdiction to have willfully violated, as defined in RCW [49.48.082](#), any provision of RCW [49.46](#), [49.48](#), or [49.52](#). A bidder shall submit a signed Contractor Certification form **with the bid or within two (2) business days of request by Owner** regarding this wage theft prevention responsible bidder criteria.

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### **Attachments**

Attachment 1 - Advertisement for GCCM

Attachment 2 - Request for Final Proposal (RFFP) for GC/CM Services

Attachment 3 - Final Proposal Form

Attachment 4 - Reference Detail

Attachment 5 - Cost Responsibility Matrix

Attachment 6 - Phase 2 Diverse Business Inclusion Plan Criteria

Attachment 7 - Protest Procedures

Attachment 8 - Performance Evaluation Questionnaire (completed by selection panel)

Attachment 9 - RCWs Relevant to GCCM

### **Reference Documents**

Pre-Design Reports:

[https://www.dshs.wa.gov/sites/default/files/FSA/capital/Projects/SW-BH%20Community%2048-Bed%20Study\\_2-28-20.pdf](https://www.dshs.wa.gov/sites/default/files/FSA/capital/Projects/SW-BH%20Community%2048-Bed%20Study_2-28-20.pdf)

### **Contract Documents**

Article 0 GCCM Instructions to Bidders

Article 1 General/Supplemental Conditions for Washington State Facilities Construction

Article 2 Supplemental Conditions

Article 3 Modifications to the Washington State General Conditions

Article 4 Form of Contract (Samples)

Article 5 Preconstruction Services

Article 6 Total Contract Price

Article 7 Quality Control/Quality Assurance

Article 8 Coordination

Article 9 Budget

Article 10 Contract Changes

Article 11 Schedule Control

Article 12 Project Closeout Checklists

Article 13 Definitions