REQUEST FOR QUALIFICATIONS
FOR DESIGN-BUILD TEAMS

March 23, 2022

For

Washington State University
Demolish Troy/Wegner Bridge

By

Facilities Services, Capital

Statement of Qualifications Deadline: April 12, 2022, 4:00 pm
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I. INTRODUCTION

ABOUT THE PROJECT

Washington State University is soliciting written Statements of Qualifications (SOQ) from Design-Build Teams interested in providing design and construction services for the Washington State University Demolish Troy/Wegner Bridge. The University is utilizing the Design-Build alternative public works contracting procedures authorized under chapter 39.10 RCW.

- The Design-Build Method has proven to bring value to University projects, expediting design and construction.
- Provides the opportunity to assemble the creativity of the Pacific Northwest’s AEC industry in proposing innovative design solutions.
- Provides opportunity for greater innovation or efficiencies between the designer and the builder.
- This highly specialized scope of work and the design build approach will be highly beneficial in developing the project methodology.

The Troy – Wegner Bridge is a concrete pedestrian bridge approximately 520 feet long and 10 feet wide that spans College Avenue and Stadium Way. It includes four spans with lengths between 24 ft and 90 feet. Each span consists of two reinforced concrete girders connected by a reinforced concrete deck. There is a reinforced concrete abutment on both the north and south sides of the structure and one reinforced concrete pier and pier cap between each span. An additional pier exists to support one set of access stairs. The University desires to remove this bridge in its entirety including piers, abutments, foundations, attached stairs, handrails, lighting, and concrete landing pads. Existing sidewalks will remain. Landscaping will be repaired as required. Work would be completed prior to August 1, 2022, when student activities are low.

II. SELECTION INFORMATION

The University is seeking a design-build partner who is committed to developing a unique and tailored solution with the University stakeholders. The University is seeking a team with whom a collaborative relationship can be created and which can develop a thoughtful, functional, solution which serves the program and strengthens the campus.

The nature of the WSU progressive design-build process is to work with a committed team of skilled designers and builders to develop the best solution for this project. WSU is not seeking a developed solution through the RFQ and RFP process, but rather is seeking a team with whom we can collaborate and develop a most successful design. WSU is seeking teams who demonstrate a very clear understanding of the distinction between an immediate Design-Build solution versus a commitment to a process of exploration.

Team members selected and identified in response to the SOQ should be limited to the builder and the prime designer; further selection of sub-tier contractors and design professionals will occur after a finalist is selected and in consult with the Owner.
SELECTION COMMITTEE

At this time WSU has assembled the following individuals to serve on the selection committee to evaluate proposals. No contact with selection committee members other than the Point of Contact is permitted. Owner reserves the right to add or remove Representatives at any time without notice.

Voting Participants

Cynthia Arbour, Project Manager, WSU Facilities Services Capital
Cyndi Arbour has worked for WSU since 2007 and a Project Manager for Facilities Services since 2012. Her background is in Landscape Architecture and Transportation Planning with experience at universities on the east and west coasts. Cyndi was the Project Manager on the Nevada Street bridge demolition in 2013 and is currently working on the demolition of Johnson Hall.

Jason Harper, Construction Manager Lead, WSU Facilities Services Capital
Jason came to WSU in 2008 after 18 years in the mechanical and plumbing field, currently he is the lead construction manager for Facilities Services. Jason has been a team member of multiple Design-Build projects with WSU with a focus on project safety, collaboration and successful project completion.

Phil Johnson, Maintenance and Construction Manager, WSU Facilities Services
Phil is currently a project manager for WSU, a position he has held for the past 6 years. Prior to his time at WSU, he spent 13 years working for a structural engineering company as an engineer, project manager and associate principal. Phil is licensed in the State of Washington as both a professional engineer and structural engineer. In addition to managing design and construction projects at WSU, Phil is also actively engaged in long-term capital planning and energy management initiatives. Phil will be involved throughout the project providing experienced leadership and helping to create the culture necessary for a successful project.

Louise Sweeney, Project Manager Lead, WSU Facilities Services Capital
Louise is a licensed architect and has been a project manager with WSU for 17 years and held owner’s representative roles in higher education for over 32 years. Louise has managed a number of Design Build projects for WSU and has received certification from DBIA. Louise, along with her colleagues continuously work to improve the design build program at WSU and collect feedback from industry partners at the annual Design-Build Forum.

Brian Funke, Construction Manager, WSU Facilities Services Capital
Brian is a Construction Manager for Facilities Services, and provides Electrical Support for WSU Electrical infrastructure and campus electrical improvements, for all of his 16 years at WSU. Prior to his time at WSU, he spent 14 years as a Journeyman/Forman Electrician for Commercial Projects. Brian has been a team member for both GCCM & Design-Build Projects. Brian will be involved throughout the project in providing experience and guidance from start to finish, that ensures a successful project.

SITE VISITS

Site is available for viewing on campus at the respondent’s discretion. WSU Point of Contact can provide information on site location if necessary.

PROCUREMENT AND PROJECT MILESTONE SCHEDULE

The anticipated schedule for procurement of the Project with construction completion date is indicated below:

1. Issue Request for Qualifications (RFQ): March 23, 2022
   a. Deadline for Questions and Clarifications: April 5, 2022 4:00 pm
   b. Statements of Qualifications due: April 12, 2022 4:00pm
   c. Announce Shortlisted Proposers: April 14, 2022
2. **Issue Request for Proposals (RFP):**
   - a. RFP Informational Meeting: April 21, 2022
   - b. Finalists Interviews: April 28, 2022
   - c. RFP Submittal deadline: May 5, 2022
   - d. Announce Final Team: May 10, 2022

3. **Execution of the Agreement:**
   - a. Initial Design Period duration to be proposed by DB
   - b. May 16, 2022

4. **Construction Completion:**
   - August 1, 2022

**GUARANTEED MAXIMUM PRICE (GMP)**

The Guaranteed Maximum Price (GMP) Design-Build budget for this Project will be $625,000.00. The GMP shall include all design and construction costs, contingencies, indirect and reimbursable expenses, and fees to complete the Project. The GMP does not include Washington state sales tax, see Section 00 50 00 – Agreement between Owner and Design-Builder.

**III. STATEMENT OF QUALIFICATION REQUIREMENTS AND CRITERIA**

**STATEMENT OF QUALIFICATIONS SUBMITTAL**

The SOQ submitted by responding Design-Build proposers shall include information documenting how the Design-Build Team meets the evaluation criteria below to achieve the collaborative nature of WSU progressive Design-Build process. SOQ elements will be evaluated using the weighted distribution identified below. Each Team’s SOQ shall be in PDF format, with the page size set to 8 1/2 X 11” and limited to ten (10) single sided pages (when printed). All pages within the PDF (spacer pages, cover pages, content pages, etc.) will be applied towards the total page count, and any pages beyond the first 10 will not be reviewed. WSU values the ability of a proposer to be concise and to the point, so proposals under the 10-page limit are welcomed.

1. **Cover Letter**
   - a. The letter shall state the Project name and shall clearly identify the Design-Build Team and any joint venture or association arrangements.
   - b. Provide Design-Build Point of Contact name and address, including email and phone number, for correspondence throughout the procurement process.

2. **Design-Build Team Organization and Responsibilities**
   - a. Describe the proposed Design-Build Team for both design and construction portions of the Project, including team members, the organization, and the responsibility of each Team member. Provide resumes of the key individuals working as the Design-Build Team along with three references for each individual.
   - b. Identify how your Team will be integrated into a cohesive Design-Build organization to ensure a successful Project. Discuss how each will interact with WSU during the project phases.

3. **Design-Build Team Experience**
   - a. Provide the proposed Design-Build Team members’ specialized experience, past performance, and competence in equivalent project types, especially those with demolition in urbanized settings and/or involving active transportation conflicts. Include date, type of project, budget, issues addressed during design and construction, construction duration, and a contact name with telephone number who is familiar with the Project. Clearly identify which proposed Team members were involved in each project and their role.
   - b. Elaborate on scope, budget and quality controls measures of the projects identified above. If costs exceeded the budget estimates, identify what steps, if any, were taken to bring the costs back within project requirements.

4. **Project Approach**
   - a. Describe your overall approach to delivering this Project in a way that maximizes the value of the Design-Build delivery and fosters a highly collaborative and effective project team.
b. Outline your approach to meeting WSU’s goals for the Project within the target budget and overall Project schedule.

c. Affirm that the terms and conditions of the Contract and General Conditions issued with the RFQ are acceptable.

5. Diverse Business Inclusion Plan:

a. Washington State University is committed to the enhancement of opportunities for minority and women owned and controlled firms in public contracting. The use of, or solicitation of, minority and women’s business enterprise firms is expressly encouraged.

b. Summarize the core concepts of your company’s internal and external diversity and inclusion plans. Briefly identify any strategies, resource commitments, and steps you take to include OMWBE, WBE, MBE, SBE, and VBE within your firm, sub consultants, subcontractors, suppliers, etc.

c. Provide examples of how your company has worked to increase diverse business participation on past projects.

6. Safety, Financial, Legal – Pass/Fail

a. Provide the safety and accident prevention record of the Design-Builder. Include other relevant information that documents their safety record, including TRIR and EMR ratings.

b. Provide a list of all OSHA, WISHA, or other state safety agency citations and their dispositions for the past five (5) years.

c. Provide evidence from a surety or insurance company (with a Best’s Rating of A minus and VIII or better by A.M. Best Co.) stating that the Design-Builder is capable of obtaining separate performance and payment bonds in amounts not less than the GMP. Bonds will cover the Project and any warranty periods. If the Design-Builder is a limited liability company, joint venture or any form of partnership, specifically identify how bonds will be obtained and which member(s) and/or partner(s) will be providing such bonds.

d. Disclose past or current bankruptcies, assessments of liquidated damages, terminations for cause, convictions, debarments, or suspensions involving Design-Builder, the lead contractor and the designer-of-record.

STATEMENT OF QUALIFICATIONS EVALUATION

The University, through a Selection Committee, will review SOQs submitted in response to this RFQ based on the evaluation criteria and weighting identified herein. The University reserves the right to reject any or all SOQs and may also check references from others not identified in the SOQ.

Statements of Qualifications will be evaluated in accordance with the following weighted distribution:

1. Cover Letter 5 points
2. Design-Build Team Organization and Responsibilities 30 points
3. Team Experience 25 points
4. Project Approach 25 points
5. Diverse Business Inclusion Plan 15 points
6. Safety, Financial, Legal Pass/Fail

Total 100 points

STATEMENT OF QUALIFICATIONS SUBMISSION AND DEADLINE

Any addenda issued for this RFQ will be published at the following website address: https://facilities.wsu.edu/alt-pub-works/

Respondents are responsible for checking the website prior to the submission of their SOQ for any addenda. If you are unable to download the addenda notify the Point of Contact. SOQs must be
submitted via email in PDF Format no later than **04:00 PM on April 12, 2022**. SOQs should be emailed to contracts@wsu.edu and copied to carbour@wsu.edu. A confirmation of receipt will be sent to the submitting party, and a list of responding firms will be posted at the website above shortly after the submission time has passed. Respondents are responsible for ensuring and confirming receipt of the SOQ by the deadline stated above. SOQs received after the deadline will not be considered.

**SELECTION OF RFP SHORTLIST**

The Selection Committee will select the three highest ranked finalist proposers after a thorough review. These candidates will be invited to proceed to the RFP phase of the selection process.

If clear determination of the shortlist is not possible based upon SOQ’s, the University may, at its discretion, invite the highest ranked respondents (no more than five) to an interview where Design-Build proposers will be asked to present more detailed information about their capabilities and qualifications. The pre-finalists will be responsible for paying for all their expenses in preparing for their interview.

**PROTEST PROCEDURES**

Design-Builders shall provide written notification to the Assistant Vice President of Facilities Services, Capital of any protest within four (4) business days from the date the proposer was notified of the selection decision. Any protest received more than four (4) business days from the date notification was made shall not be considered.

**IV. RFP SELECTION PROCESS**

The RFP will include a general description of the Project including programmatic, performance, technical requirements and University standards; functional and operational elements; target budget and schedule for design and construction of the Project. The RFP response will place emphasis on the Design-Build team’s approach to the project including the following; design, contracting, cost control during design, schedule management, quality control, and trade buy-out.

An important element of this RFP stage of the selection will be an interview via a virtual platform of the shortlisted firms choice. WSU looks forward to each team demonstrating the process and technology they will use in the virtual environment as it applies to the design and construction of this project. The goal of this interview is to understand the working relationship and the design process of the Design-Build team. The interview session is anticipated to be approximately one to two hours in length and include a project approach discussion.

The finalist proposers will be responsible for paying all their own expenses associated with the Finalist Interview.

**REQUEST FOR PROPOSAL EVALUATION**

Proposals will be evaluated in total to determine which, in the opinion of the WSU Selection Committee represents the best overall value for the university based on the requirements of the RFQ, RFP and any addenda published by WSU.

**HONORARIUM**

Progressive Design-Build reduces the submittal efforts by the Design-Build team. The University acknowledges that there is a limited level of design required by the proposers to prepare for the Finalist Interview and would like to generate meaningful competition among proposers. Therefore, an honorarium in the amount of $5,000 will be paid to each of the unsuccessful proposers upon award of the contract to the successful team.
V. SUPPLEMENTAL INFORMATION

CONTRACTING FORM AND PROCESS

The University will use a Design-Build, Cost plus fee with a GMP which is included in the Project Manual for Design-Builder’s review.

The final Design-Build contract shall be awarded in accordance with the processes and requirements set forth in the RFP and based on the procedures outlined in RCW 39.10.330. The selected finalist team will be promptly awarded a preliminary agreement.

WSU’s Design-Build Agreement is characterized by two phases made up of two contractual steps:

- Agreement Execution
  The Initial Design Period begins immediately following selection of the Design-Builder and is the first phase of the contract. The duration, cost and deliverables of which are proposed by the Design-Builder in the Initial Design Period Exhibit during the RFP Phase and negotiated with Owner are incorporated into the contract.

- Amendment No. 1: Contract GMP Amendment
  At the completion of the Initial Design Period the team will have developed the Project to a level so that it is prepared to commit to the Project GMP and confirm all previously prescribed criteria have been met. The amendment provides Notice to Proceed of the GMP and authorizes full design and construction of the project.

COVID DECLARATION

The selected Design-Builder must provide Owner with a COVID-19 Vaccination Declaration (a sample of which can be found in the Project Manual) in compliance with Proclamation 21-14.1 and as amended, on Owner’s form as a condition of award.

1. Design-Builder is responsible to obtain and maintain similar declarations for each subcontractor working on the project site.
2. The vaccination requirement does not apply to vendors or contractors who work remotely and are never required to come onsite at a WSU Facility. Nor does it apply to individuals who are onsite a very short period of time (for example delivery drivers).
3. Should Design-Builder feel that the Work of the project is exempt from this requirement, an exemption request in writing must be submitted to and approved by the Owner prior to Award of the contract.

PUBLIC DISCLOSURE

This procurement will follow the newly approved Design-Build legislation amending RCW 39.10.330 and 39.10.470 pertaining to public disclosure:

“Proposals submitted by Design-Build finalists are exempt from disclosure until the notification of the highest scoring finalist is made in accordance with RCW 39.10.330(5) or the selection process is terminated.”

END OF REQUEST FOR QUALIFICATIONS