



WASHINGTON STATE
UNIVERSITY

**REQUEST FOR QUALIFICATIONS
FOR
DESIGN-BUILD TEAMS**

November 22, 2022

For

**Washington State University
Taylor Sports Complex**

By

Facilities Services, Capital

Statement of Qualifications Deadline: December 20, 2022, 3:00 pm

TABLE OF CONTENTS

REQUEST FOR QUALIFICATIONS

- I. Introduction
 - About the Project
 - Point of Contact
 - Selection Committee
 - Owner Consultants/Technical Support Not Eligible to Participate
 - About WSU Facilities Services
- II. Project Information
 - Description
 - Site Visits
 - Procurement and Project Milestone Schedule
 - Guaranteed Maximum Price (GMP)
- III. Statement of Qualification Requirements and Criteria
 - Statement of Qualifications Submittal
 - Statement of Qualifications Evaluation
 - Statement of Qualifications Submission and Deadline
 - Selection of RFP Shortlist
 - Protest Procedures
- IV. RFP Selection Process
 - RFP Response Period
 - Request for Proposal Evaluation
 - Honorarium
 - Contracting Process
- V. Supplemental Information
 - Contract Form
 - MWBE
 - Public Disclosure

APPENDICES

INFORMATIONAL ITEMS

1. Indoor Practice Facility Sizing Summary dated 5/27/2021
2. Existing Indoor Practice Facility Record Drawings
3. WSU Design Guidelines and the Design & Construction Standards downloaded 11/22/2022
<https://facilities.wsu.edu/facilities-services-capital/design-standards/>
- 3.1. Project Deviation Log (provided upon award).
4. Washington State Clean Buildings Performance Standard: <https://www.commerce.wa.gov/growing-the-economy/energy/buildings/>

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 Taylor Sports Complex. The University is utilizing the Design-Build alternative public works contracting procedures authorized under chapter 39.10 RCW.

- The Design-Build method brings value to university projects, transforming the relationship between designers and builders into an alliance that fosters collaboration and teamwork.
- This delivery method provides the opportunity to assemble the ingenuity of the industry in proposing innovative solutions.
- Design-Build provides opportunities to realize efficiencies in the complete delivery of university projects.
- The Taylor Sports Complex will require a unique solution on a partially developed site.

Washington State University seeks collaborative partners who are committed to a progressive design-build process on the new Taylor Sports Complex. This process shall be truly integrated (design and construction mutually informing the development of the project) and shall engage the University stakeholders in a process that will ensure a site and campus-specific solution.

Team members selected and identified in the SOQ response 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.

POINT OF CONTACT

All questions regarding this Design-Build Procurement shall be addressed to:

Jason Baerlocher, Project Manager
Jason.baerlocher@wsu.edu
Phone: 509-335-9012

Design-Build Teams are cautioned that the 'Point of Contact' is the only person that shall be contacted throughout the Request for Qualifications (RFQ) and Request for Proposals (RFP) Phases. Any contact by Design-Build Team members with any other individuals, including those from the Selection Committee and their organizations and the Technical Consultants may result in the Team's SOQ and/or Proposal being declared non-responsive and not eligible for further consideration.

SELECTION COMMITTEE

The Selection Committee for both the RFQ and RFP Phase may consist of representatives from Washington State University, Faculty, Staff, the Department of Facilities Services, Technical Consultants, outside Industry Partners, Community Members or other applicable user groups. 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

Name _____ Position _____

Shawn Deeds, Senior Associate Director of Athletics, Events & Facility Ops

Shawn's duties include day-to-day oversight and coordination for all athletic events, facility operations and postseason competition, as well as oversight and management of postseason competition for WSU's sports

programs. Shawn first came to WSU in 1991 as a student-athlete and has had a lasting impact on football operations and Athletics through his successful management of WSU's largest events.

Mitch Straub, Deputy Director of Athletics

Mitch oversees Capital Planning, Development and External Relations. These areas include unit oversight of communications, concessions, creative video, design and branding, marketing, ticket operations, ticket sales, and social media. Mitch also serves as the sport administrator for Baseball, Men's Golf and Women's Golf. He joined Washington State University in 2018 after previously working at Ohio State University for eight years.

Ike Ukaegbu, Deputy Director of Athletics

Ike Ukaegbu was named Deputy Director of Athletics at Washington State University in June 2022. In addition to serving as the sport administrator for Football, Men's Basketball, and Women's Tennis, Ike oversees all areas of sport performance including Athletic Medicine, Mental Health, Strength & Conditioning, Performance Nutrition and Equipment Operations.

Heather Erwin, Associate Director of Athletics, Academic Services

Heather Erwin joined Washington State Athletics in 2010 and serves as Associate Athletic Director for Academic Services, overseeing all aspects of academic services for WSU student athletes, including a strong focus on professional development and mental health units. Heather's leadership also includes service on the Athletic Department's DEI Council, CARE Team, Women's Leaders, and the National Athletic Academic Advisors Association.

Jason Baerlocher, Project Manager, Facilities Services, Capital

Jason is currently a project manager for WSU, a position he has held for the past 10 years. Prior to his time at WSU, he spent 14 years as a Project Manager for a commercial contractor focused mainly on negotiated, private sector projects. Jason has managed many Design-Build projects at WSU and is very involved in improving the way projects are procured, managed, and implemented at WSU. Jason will be involved throughout the project providing experienced leadership and helping create the culture necessary for a successful project.

Joshua Dvorak, Construction Manager, Facilities Services, Capital

Josh is a construction manager for Washington State University. He brings to WSU over two decades of experience in all aspects of construction management and design. Prior to coming to WSU, he was a superintendent for a large commercial construction company working throughout the Pacific Northwest on multimillion dollar projects. Josh's experience includes liaising with and hiring subcontractors, collaborating with architects and clients to ensure projects are delivered on time, within budget, and within agreed upon specifications. At WSU, Josh has managed several projects finding creative solutions to meet tight deadlines in a surplus scarce environment. Josh will be involved throughout the project providing expertise in large scale construction management to ensure a successful build.

OWNER CONSULTANTS/TECHNICAL SUPPORT NOT ELIGIBLE TO PARTICIPATE

The University does not have any consultants that are prohibited from eligibility for this project.

ABOUT WSU FACILITIES SERVICES

Facilities Services is a service organization that plans, designs, constructs, operates, and maintains the physical facilities and environments of the University at its Pullman, Vancouver, Tri-Cities, Everett, and Spokane campus locations, as well as research stations throughout the state. With a dedicated staff of over 400 individuals, they also operate, maintain, and improve the Pullman Campus's buildings, grounds, utilities, and related services.

The integration of the people maintaining and constructing the University's facilities is at the heart of Facilities Services. The whole of facilities strives for responsible stewardship, and future focused design and construction.

II. PROJECT INFORMATION

DESCRIPTION

Washington State University is seeking a Design-Build partner who is committed to collaboratively developing a unique and tailored solution with the University stakeholders. The University is seeking a team which can develop a thoughtful, meaningful, functional, solution which serves all the program needs 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 this project. The Design-Build team must be sufficiently familiar with the project parameters such that they are able to commit to achieving the programmatic goals working with the University team. 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 the most successful building solution that meets the needs of the program. 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.

The top priority at Washington State University Athletics is ensuring student-athletes have the resources available to compete at the highest levels. WSU Athletics is building the foundation for all Cougar Athletic programs to contend for championships in the years to come and facility projects are a significant part of achieving this vision.

The Taylor Sports Complex is an indoor practice facility that will have a profound impact on WSU's student-athletes, providing a facility to train year-round despite periods of inclement weather and seasonal air quality issues. The facility will also positively impact recruiting, providing a centerpiece to attract and retain top talent for generations to follow. Facility enhancements such as the Taylor Sports Complex benefit Cougar Athletics in recruiting, player development and coaching evaluations for WSU's nearly 500 student-athletes.

The complex will serve all 17 WSU's athletic programs and assist in recruiting the next exceptional Cougs to Washington State University. The facility will not only impact every sport within the athletic department, but it will also raise the institution's national profile and enhance WSU student-athletes' overall collegiate experience.

Washington State University Athletics would like to explore how this complex could accommodate more than just athletic practice. Other important student success programs like academics, Mental Health, Professional Development, Nutrition, Medicine, etc. may have a place in this facility and should be considered during the initial program development.

The Taylor Sports Complex will be located at the site of the current Indoor Practice Facility, an air-supported structure that was constructed over the top of a foundation originally designed for a 96,685sf indoor practice facility. The Taylor Sports complex is envisioned to be between 53,000sf and 70,000sf utilizing as much of the existing infrastructure as possible. The complex needs to accommodate as many sports as possible with minimal facility modifications between practices so as many permanent accommodations such as jump pits, sprint lanes, turf, etc. will be important.

SITE VISITS

WSU will provide reasonable access to the Project Site for Proposers. Site visits should be coordinated with Project Manager.

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): | November 22, 2022 |
| a. Deadline for Questions and Clarifications: | December 6, 2022 |
| b. <u>Statements of Qualifications due:</u> | December 20, 2022 3:00pm |

- | | |
|--|--|
| c. Announce Shortlisted Proposers: | December 23, 2022 |
|
 | |
| 2. Issue Request for Proposals (RFP): | January 3, 2023 |
| a. RFP Informational Meeting: | January 5, 2023 2pm |
| b. In Person Finalists Interviews: | January 16, 2023 – January 20, 2023 |
| c. Virtual Finalists Interviews: | January 23, 2023 – January 27, 2023 |
| d. <u>RFP Submittal deadline:</u> | February 9th, 2023 3pm |
| e. Announce Final Team: | February 17th, 2023 |
| 3. Execution of the Agreement: | February 24, 2023 |
| 4. Construction Completion: | November 2024 |

GUARANTEED MAXIMUM PRICE (GMP)

The Guaranteed Maximum Price (GMP) Design-Build budget for this Project will be \$18,900,000 - \$19,700,000. 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 twenty (20) 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 20 will not be reviewed. WSU values the ability of a proposer to be concise and to the point, so proposals under the 20-page limit are welcomed.

1. Cover Letter

- a. The letter shall state the Project for which consideration is requested. The letter shall clearly identify the Design-Build Team and any joint venture or association arrangements. The letter may also include supplemental information the Design-Builder would like to make known.
- 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. Include a visual element that shows the relationships within the Design-Build Team.
- b. Provide abbreviated resumes of the key individuals working as the Design-Build Team along with three references for each individual. At a minimum, identify the corporate executive dedicated to the Project, the dedicated Design-Build manager, design manager, project manager, superintendent, and the cost estimator.

3. Design-Build Team Experience

- a. Provide the proposed Design-Build Team members' specialized experience and competence in athletic facilities.
- b. Provide the proposed Team members' specialized experience with design of athletic facilities serving the needs of multiple programs in one location.
- c. Provide relevant past performance of Team members working on a highly collaborative integrated project team. Include type of project, budget, issues addressed during design and construction, construction duration, and what made this a highly functioning team. Clearly identify which proposed

Team members were involved in these projects and their role.

- d. Demonstrate how the proposed members will work together to complement each other's strengths.

4. Project Approach

- a. Describe your overall approach to delivering this Project in a way that maximizes the value of the delivery model and fosters a highly collaborative and effective project team.
- b. Approach to meeting WSU's goals for the Project within the target budget and overall project schedule. Describe the tools, tactics and strategies that will be utilized in the approach.
- c. Articulate how the Design-Build Team will deliver quality design management and coordination and how that effort will carry forward into the construction phase, turnover, and operation of the facility.
- d. Approach to overall project management that promotes effective decision making, effective communications, risk management, and predictable outcomes.
- e. Selection and contracting method with consultants and sub-contractors for this project.
- f. Approach to meeting guarantees for energy, operations and maintenance performance, including compliance with the Washington State Clean Buildings Performance Standard.

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 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 summary level data demonstrating the teams past performance in utilization of small business entities and office of minority and women's business enterprises certified business, to the extent permitted by law.
- d. For the purposes of this RFQ the following definitions shall apply:
 - 1) OMWBE: Businesses certified by the State of Washington Office of Minority and Women's Business Enterprises.
 - 2) MBE: Minority Business Enterprise; at least 51% minority owned.
 - 3) WBE: Women's Business Enterprise; at least 51% owned by one or more women.
 - 4) SBE: Small Business Enterprise; 50 or fewer employees or gross revenue of less than seven million dollars annually as reported on its state and federal tax returns over the previous three consecutive years.
 - 5) VBE: Veteran Business Enterprise; at least 51% veteran owned.

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. List the state of Washington design and construction licenses and registrations held by the Design-Build Team, the lead contractor, designer-of-record, and specialty sub-consultants.
- d. 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, which 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.
- e. Describe any project that Design-Builder, lead contractor or designer-of-record were involved in within the past five (5) years that resulted in: (a) the assessment of liquidated damages against one of such parties; (b) one of such parties having received a notice to cure a default due to the party's non-performance or poor performance of the underlying contract; or (c) one of such parties being terminated for cause.

- f. Disclose past or current bankruptcies, 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 prior clients, contractors, suppliers, subcontractor, and consultants not explicitly identified within 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	20 points
3. Team Experience	30 points
4. Project Approach	35 points
5. Diverse Business Inclusion Plan	10 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 **3:00 PM on December 20, 2002**. SOQs are to be emailed to contracts@wsu.edu and copied to PM email address. 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 and attending their interview.

PROTEST PROCEDURES

Design-Builders shall provide written notification to the 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

RFP RESPONSE PERIOD

The RFP will include a general description of the Project including programmatic, technical requirements and University standards; functional and operational elements; and target budget and schedule for design and construction of the Project. The RFP Response will place emphasis on the design-build teams approach to the project including the following; design, contracting, cost control during design and construction, schedule management, quality control, along with subconsultant and trade partner selection.

An important element of this RFP stage of the selection will be two interviews. The first of which is an interview hosted by the shortlisted firm at the location of their choice (likely firm office or project site). 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 five to six hours in length and include a two to three hour design charrette. The second interview, one week after the first, will be go-miniuts in length and held virtually. The goal of this second interview is to assess the team's approach to virtual collaboration and to allow a second opportunity to explore the Design-Build team's interactions.

Rendered images, sophisticated physical models, animations, or other forms of finely presented designs are specifically not to be a part of the charrette and are believed to be premature at this stage of the project. Rather, the University team wishes to understand the iterative, explorative nature of the design-build teams' process and how the design-build teams are able to do so within the established goals of the project. Issues relevant to this work session are an understanding of the breadth of critical issues and drivers that may influence the core understanding of the project; an exploration of programmatic elements that are seen as critical and opportunities for enriching the project; or other aspects of the program/site/context which may influence the evolution of the solution. The design-build teams' understanding of a project cost model, including opportunities within the model for meaningful alternatives and choices, is of great interest to the selection team. The design-build teams should be prepared to discuss cost and scope relationships during this exploratory process. This includes the teams approach to the design deliverables during the design progression to show the progress of the team's ability to deliver within the established GMP.

The design-build proposer will have limited time to prepare for these interviews. This is intentional, as the University wishes to respect the investment made by proposers pursuing this project. The University believes that the dialogue and interaction at an interview should reflect the true iterative abilities and nature of the design-build proposer; to show a meaningful exploration of issues and ideas; to illustrate a process of establishing priorities through the consideration of choices and alternatives; and to demonstrate how the design-build team will engage the University team and facilitate a meaningful stakeholder-driven design process. The University wishes to see how the design-build proposers frame issues and choices, how the stakeholder group is engaged, how priorities are established, and how the design process may truly be transparent and understood such that the University stakeholders feel invested in the design as it develops.

The University seeks to engage the specific individuals with whom we will be working with during the design-build process. Consequently, design-build proposers shall limit attendees at the interview to those team members who will truly be involved in the development of the project, with no more than 4 representatives from the Design Firm and 4 representatives from the Contractors' Firm. At a minimum WSU will attend the interview with the entire Selection Committee, potentially bringing key stakeholders, Technical Consultants and Industry Partners as appropriate.

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 fit for the university based on the requirements of the RFQ, RFP and any addenda

published by WSU.

Proposals submitted by finalists will be evaluated in accordance with the following weighted distribution:

1. Team Dynamic	40 points
2. Design Approach	30 points
3. Project Execution Plan	35 points
4. Project Specific Diverse Business Inclusion Plan	15 points
5. Project Schedule	10 points
6. Cost Analysis / Fee	10 points
7. Proposal Requirements	10 points
Total	150 points

WSU reserves the right to modify the evaluation criteria and scoring matrix above upon issuance of the Request for Proposals.

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 \$20,000 will be paid to each of the unsuccessful proposers upon award of the contract to the successful team.

CONTRACTING PROCESS

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 an agreement.

WSU's Design-Build Agreement is characterized by Design Review Packages authorizing Design-Builder to proceed with each phase of the Project:

- Agreement Execution
Requires payment and performance bonds, insurance, and retention option for the entirety of the GMP. Design-Builder shall begin design in collaboration with Owner.
- Design Review Package: Project Confirmation Milestone
Milestone where the project intent, concept, program, goals, priorities, target value, and target schedule have been established to Owner's satisfaction. Project Manager authorized continuation to next phase of Design.
- Design Review Package: Design Documents Milestone
Milestone where the design has been completed to Owner's satisfaction. The trade partners are onboard, cost, scope and schedule have been defined, and the Design-Builder is ready to complete the Construction Documents. Project Manager authorizes continuation into the remainder of design and construction for the project.

V. **SUPPLEMENTAL INFORMATION**

CONTRACTING FORM

The University will use a Design-Build, Cost plus fee with a GMP which will be included by Addenda or with the RFP for Design-Builder's review.

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