



King County
Finance & Business
Operations Division

Department of Executive Services
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 CLERK
 KING COUNTY COUNCIL

March 19, 2009

The Honorable Dow Constantine
 Chair, King County Council
 Room 1200
 COURTHOUSE

Dear Councilmember Constantine:

As discussed in the King County Council meeting of March 2, 2009, the Department of Executive Services will use an expedited procurement process to acquire the necessary construction contract and consulting services to perform emergency repairs to the central hot water heating system at the Maleng Regional Justice Center (MRJC Project). In the council meeting, commitments were made to balance the need for quick action to prevent injury to citizens, King County employees, and inmates, as well as major infrastructure damage, with the objective of an open, competitive procurement process. The expedited process has begun, but will require approval of proposed Motion 2009-0154, currently pending King County Council approval, prior to executing the construction contract.

Enclosed are outlines that describe the key steps and anticipated schedules the County will use to acquire the necessary contractor and consultant to complete the emergency MRJC Project. This procurement process will include two separate contracting activities: (a) the acquisition of a qualified construction contractor to undertake the repairs to the central hot water heating system; and (b) the acquisition of a professional support services consultant to augment County staff and provide expertise and technical assistance to the County during the pipe replacement project and to meet objectives set forth in the provisos to the Executive's appropriation request (Ordinance 2009-0108) approved in the March 2, Council meeting. These two separate contracting activities will utilize expedited competitive procurement processes to allow the County to begin replacement activities on the MRJC piping in late April 2009. This procurement process will not result in a delay in the construction start date. Discussion and agreement with the selected contractor regarding the scheduling and sequencing of work will need to take place prior to beginning construction work on this MRJC Project.

The County will use an expedited competitive bid process to procure a construction contractor for the pipe replacement work. The selected construction contractor will have prior work

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procurement of a construction contractor and consulting services. In the event of a major failure or any indication that such a failure will occur immediately, this procurement process will be abandoned, and a contractor will be brought in immediately to begin repairs.

The County will conduct these two procurement processes during the next four to five weeks and a contractor and consultant will be selected to perform the necessary work. As indicated, we will not execute the construction contract until the King County Council approves the emergency waiver Motion 2009-01 54 currently pending approval. We are available to brief you on the information contained within the Attachments, if you so desire.

Please call Finance and Business Operations (FBOD) Director Ken Guy at (206) 263-9254 if you have any questions regarding the expedited procurement process. For questions regarding the emergency project itself, please call Facilities Management Division (FMD) Director Kathy Brown at 296-0630.

Sincerely,



Ken Guy, Director, Finance and Business Operations Division



Kathy Brown, Director, Facilities Management Division

Attachments:

- Attachment 1 "Construction Contractor Selection Process"
- Attachment 2 "Consultant Selection Process"

cc: King County Councilmembers

ATTN: Tom Bristow, Interim Chief of Staff
Saroja Reddy, Policy Staff Director
Mark Melroy, Lead Staff, BFM Committee
Anne Noris, Clerk of the Council

Herb Myers, RJC Facility Commander, Department of Adult and Juvenile Detention

Brian Gain, Presiding Judge, Superior Court

Bob Cowan, Director, Office of Management and Budget

Beth Goldberg, Deputy Director, Office of Management and Budget

James J. Buck, County Administrative Officer, Department of Executive Services

ATTACHMENT 1

CONSTRUCTION CONTRACTOR SELECTION PROCESS

March

- March 13 PCSS Releases Letter of Interest and Request for Qualification Materials to six (6) Pre-selected Contractor Teams with Mechanical Expertise.
- March 23 PCSS Receives Statement of Qualifications from Contractor Teams Expressing Interest. Criminal Background Check Forms from Contractor Teams Submitted at this time.
- March 26 PCSS/FMD Completes Review of Qualifications and Notifies Short List of Qualified Contractor Teams.
- March 30 FMD Completes 100% Bid-Ready Construction Documents and PCSS Mails Invitation to Bids to Short List Contractor Teams.

April

- April 1 FMD/PCSS Conduct Mandatory Site Tour and Pre-Bid Conference at RJC with Short List Contractor Teams.
- April 9 Contractor Bids Due at PCSS no later than 2:00 PM.
- April 10 PCSS/FMD Evaluate Bids and Low Responsive Bidder Determined; PCSS Mails Notice of Selection to Qualified Low Responsive Bidder.
- April 13 PCSS/FMD Conducts Bid-Evaluation with Qualified Low Responsive Bidder; this includes significant subcontractors.
- April 20 Selected Contractor Submits Bonds, Insurance, and Retainage to PCSS.
- April 22 FMD Executes Construction Contract with Contractor
- April 23 FMD Issues Written Notice to Proceed to Contractor