

ATTACHMENT N:

**VOLUME 14 –
REQUEST FOR QUALIFICATIONS**

CHILDREN AND FAMILY JUSTICE CENTER

Contract 00863C13

Volume 14 of 14

Request For Qualifications

Including RFQ Addenda 1 - 3

December 2014



King County

Department of Executive Services
Facilities Management Division

**TABLE OF CONTENTS
CHILDREN AND FAMILY JUSTICE CENTER
CONTRACT C00863C13**

VOLUME 1 – DESIGN-BUILD AGREEMENT, EXHIBITS AND ATTACHMENTS

INSURANCE
PERFORMANCE AND PAYMENT BOND
W-9 REQUEST FOR TAXPAYER IDENTIFICATION NUMBER
FINANCIAL CAPACITY VERIFICATION
CONFIRMATION MEMORANDUM OF UNDERSTANDING

VOLUME 2 - BALFOUR BEATTY DESIGN BUILD TEAM – BEST AND FINAL OFFER

VOLUME 1 OF 2 – BEST AND FINAL OFFER,
INCLUDING OUTLINE SPECIFICATIONS

VOLUME 3 - BALFOUR BEATTY DESIGN BUILD TEAM – BEST AND FINAL OFFER

VOLUME 2 OF 2 – BAFO DESIGN DRAWINGS

VOLUME 4 – REQUEST FOR BEST AND FINAL OFFER

INCLUDING ADDENDA 12 – 14

VOLUME 5 - BALFOUR BEATTY DESIGN BUILD TEAM – PROPOSAL

VOLUME 1 OF 2 – PROPOSAL

VOLUME 6 - BALFOUR BEATTY DESIGN BUILD TEAM – PROPOSAL

VOLUME 2 OF 2 – PROPOSAL DESIGN DRAWINGS

VOLUME 7 – REQUEST FOR PROPOSAL – ADDENDA 1 - 11

VOLUME 8 - REQUEST FOR PROPOSAL

PART A – REQUEST FOR PROPOSAL

VOLUME 9 - REQUEST FOR PROPOSAL

PART B – FACILITY PERFORMANCE STANDARDS

VOLUME 10 - REQUEST FOR PROPOSAL

PART C – FACILITY PROGRAM

VOLUME 11 - REQUEST FOR PROPOSAL

PART D – ROOM DATA SHEETS

VOLUME 12 - REQUEST FOR PROPOSAL

PART E – REFERENCE DOCUMENTS - *NOT USED*
PART F - FINANCIAL CAPABILITY – *SEE VOLUME 1 FOR VERIFICATION FORM*
PART G - DRAFT DESIGN BUILD CONTRACT - *SEE VOLUME 1 FOR SIGNED AGREEMENT*
PART H - DIVISION 1 – GENERAL REQUIREMENTS

VOLUME 13 - BALFOUR BEATTY CONSTRUCTION – STATEMENT OF QUALIFICATIONS

VOLUME 14 – REQUEST FOR QUALIFICATIONS

INCLUDING RFQ ADDENDA 1 – 3

Children and Family Justice Center Design-Build Contract

Contract C00863C13

Volume 1 of 1

Request For Qualifications

August 2013



King County

Facilities Management Division

Children and Family Justice Center Design-Build Contract

King County Contract C00863C13

Dow Constantine
King County Executive

Metropolitan King County Council

Rob Dembowski	Larry Gossett
Kathy Lambert	Larry Phillips
Julia Patterson	Jane Hague
Pete von Reichbauer	Joe McDermott
Reagan Dunn	

AUGUST 2013



King County

Facilities Management Division

TABLE OF CONTENTS
CHILDREN AND FAMILY JUSTICE CENTER DESIGN-BUILD CONTRACT
CONTRACT C00863C13

VOLUME 1

ADVERTISEMENT

INSTRUCTIONS FOR RFQ PROCESS

STATEMENT OF QUALIFICATIONS (SOQ) PHASE REQUIREMENTS

SOQ CERTIFICATION FORM

EXHIBITS -- PAST PERFORMANCE CUSTOMER SATISFACTION SURVEYS

**ADVERTISEMENT
REQUEST FOR QUALIFICATIONS (“RFQ”)**

King County is requesting Statements of Qualifications from experienced and qualified design-build teams (“Applicants”) for the Children and Family Justice Center (“CFJC”) Project. It is the County’s intent to replace the Youth Services Center at 12th and Alder in Seattle’s First Hill neighborhood. The new CFJC will be built on the current site.

Submittals for the following Statement of Qualifications will be received by King County at the King County Procurement and Contract Services Section, Contracts Counter 3rd Floor, 401 Fifth Avenue, Seattle, WA 98104 until the time and date stated below.

Submittals received after such date and time will not be considered. Applicants accept all risks of late delivery, regardless of fault.

Contract Title: Children and Family Justice Center Design-Build Contract

Contract Number: C00863C13

Statement of Qualifications Due Date/Time: September 25, 2013; 4:00 p.m.

The estimated cost for the design, construction and post construction/warranty services for this Project is between \$140 million and \$150 million. This is a King County funded Project.

In accordance with RCW 39.10.300, et. seq., King County will be using a design-build project delivery method for the design and construction of the CFJC Project. The CFJC is to be completed in multiple phases with final completion in 2019.

The Applicant will be required to perform the design, construction and post construction services to complete the project. Attainment of LEED® GOLD certification is a project requirement. The existing courthouse and detention facilities will be in operation during construction.

Following evaluation of the Statements of Qualifications (“SOQs”), a shortlist of three (3) teams will be identified by the County around November of 2013. A Request for Proposal (“RFP”), including all performance requirements and corresponding documents, is expected to be issued December 2013, to the shortlisted teams. Selection of the Top Ranked Finalist is anticipated to be in April 2014. Contract Execution is anticipated to be in May 2014. An honorarium will be paid to the two responsive shortlisted teams participating in the RFP processes that are not awarded a contract.

All questions in writing regarding the RFQ shall be submitted no later than **September 12, 2013**.

Any Applicant failing to submit information in accordance with the procedures set forth in the RFQ may not be considered qualified and may therefore be subject to rejection by King County.

PROJECT LABOR AGREEMENT

King County policy requires the Contractor and all subcontractors entering into this design-build public works contract to enter into a Project Labor Agreement (“PLA”) between the Design-Builder and various labor unions. Any requirements, such as Apprenticeship, for this PLA will be provided within the RFP.

RFQ AND REFERENCE DOCUMENTS

Electronic copies of the RFQ and reference documents, and any addenda for this solicitation can be accessed through the County’s website shown below.

To receive email notifications of addenda or other important information concerning this solicitation, you must register to be a planholder under the “Solicitations” tab at the following internet link:

Website: <http://www.kingcounty.gov/procurement/>

This information is available in alternate formats for individuals with disabilities upon advance request by calling 206-263-9400, TTY Relay: 711.

SUBCONTRACTING AND EEO

The following is provided for informational purposes only to identify categories of work that may be available on this Contract as subcontracting opportunities. There will be various subcontracting opportunities for this project. Such opportunities may include Architectural, Mechanical, Structural, Civil, and Landscaping. Other opportunities may be identified in the RFP.

SMALL CONTRACTORS AND SUPPLIERS (“SCS”) PARTICIPATION

It is King County policy that SCS firms have equitable opportunities to participate in the performance of its contracts and to provide those contractors, consultants and subcontractors an equal opportunity in employment to provide materials, supplies and services for and to King County. The minimum level of SCS utilization commitment on this project will be at least 17% of the Total Contract Price.

In addition to the SCS utilization commitment the County has established M/WBE Voluntary Goals (MBE = 10%, WBE = 6%) for the work of this Project.

CONTACT INFORMATION

Darren R. Chernick, Contract Specialist, (206) 263-9321, TTY Relay: 711, or darren.chernick@kingcounty.gov. An Applicant may be asked to put a question in writing. No verbal answers by County, its officers, officials, employees, agents and consultants will be binding on the County.

Additional information may be found at the Procurement and Contract Services Section website under the “Solicitations” tab at the following internet link:

<http://www.kingcounty.gov/procurement/>

END OF SECTION

INSTRUCTIONS FOR RFQ PROCESS

1.01	INTRODUCTION	1
1.02	PROJECT DESCRIPTION	1
1.03	REFERENCE DOCUMENTS	2
1.04	OVERVIEW PROCUREMENT PROCESS	3
1.05	ADDENDA AND CLARIFICATION OF RFQ	4
1.06	HONORARIUM.....	4
1.07	SUBCONTRACTING	4
1.08	SMALL CONTRACTORS AND SUPPLIERS (SCS) PARTICIPATION	4
1.09	APPRENTICESHIP UTILIZATION	5
1.10	PROJECT LABOR AGREEMENT	5
1.11	FINANCIAL RESOURCES	5
1.12	WAGES	5
1.13	KING COUNTY EQUAL BENEFITS.....	5
1.14	NON-DISCRIMINATION IN CONTRACTING.....	6
1.15	JOINT VENTURE	6
1.16	ORGANIZATIONAL CONFLICTS OF INTEREST	6
1.17	EX - PARTE COMMUNICATIONS.....	6
1.18	PUBLIC DISCLOSURE	6
1.19	DESIGN-BUILD CONTRACT	7
1.20	INSURANCE REQUIREMENTS	7
1.21	BONDING AND PROJECT GUARANTEES.....	7
1.22	GENERAL INFORMATION	7
1.23	PROTESTS AND APPEALS	8
1.24	COMPLIANCE WITH LEGAL REQUIREMENTS.....	10
1.25	RECYCLED PRODUCTS POLICY.....	10

INSTRUCTIONS FOR REQUEST FOR QUALIFICATIONS PROCESS

1.01 INTRODUCTION

A. In accordance with RCW 39.10.300, the King County Facilities Management Division (“King County” or “County”) is requesting Statements of Qualifications (“SOQ”) from Design-Build Teams (“Applicants”) interested in performing design build services for the new Children and Family Justice Center (“CFJC”) Project. It is the County’s intent to replace the Youth Services Center at 12th and Alder in Seattle Washington. The new CFJC will be built on the current site.

B. This is a King County funded Project.

C. King County has retained OAC Services, Inc. to assist the County with providing development and project management services for the Project.

D. The estimated cost for the design, construction and post construction/warranty services for this Project is between \$140 million and \$150 million.

E. A detailed general description of the work to be performed by the selected Applicant is as follows.

1.02 PROJECT DESCRIPTION

A. General

This is a Design-Build contract for the design and construction of the new Children and Family Justice Center (“CFJC”) project. The Project will be comprised of approximately 137,000 sf juvenile courthouse, a 98,000 sf juvenile detention facility, a 440 stall parking garage, and community spaces on the existing 9.1 acre Youth Services Center site. These new facilities will provide a courthouse for co-location of programs and services for youth and families, an efficient detention facility with built-in flexibility to respond to changes in the detention population, and improved visibility, security, and safety.

B. Background

The current Youth Services Center includes courtrooms, administrative offices and youth detention facilities housed in three conjoined buildings on the campus: the Alder Tower (1972), the Alder Wing (1951, partially renovated in 1972), and the Spruce youth detention facility (1991).

From 2006 through 2010, Superior Court undertook several planning efforts to help them improve service delivery to children and families in the King County justice system. These efforts included an Operational Master Plan (OMP) in 2006, a targeted Facilities Master Plan (FMP) in 2009, and a Pre-Design Report in 2010. The OMP, FMP and Pre-Design Report assumed that the existing juvenile detention facility would remain in its current location.

After several failed attempts to fund the project, the King County Executive requested a further study to review all potential options for the replacement and/or repair of the County’s juvenile courthouse and detention facilities. This final study of various options was completed in March 2012, and the study concluded that replacement of both the courthouse and the detention facility was the recommended option considering land use issues, the initial design and construction costs, ongoing operational cost, and value of surplus property. This option was subsequently approved by King County Council to be placed on the August 2012 ballot where it was approved by the voters.

Prior to the issuance of any design or construction contracts, an evaluation of various project delivery methods was completed for the design and construction of the CFJC. These methods included: GC/CM, Design-Build, Design-Bid-Build, and developer design such as Lease-Leaseback. The evaluation concluded that the Design-Build project delivery method provided the most cost-effective delivery system to the County for this project.

Associated with this project the County has executed, or plans to execute, contracts for the following services: Facility Programming Services including programming services and the development of performance standards for the facility (awarded to KMD Justice in February 2013); Communication/Community Relations consulting to assist the County in communicating with various stakeholders (awarded to PRR in March 2013); Development and Project Management Services (awarded to OAC Services in July 2013); and Environmental Planning Services (EA Engineering selected in July 2013).

C. Reasons for using Design-Build Project Delivery Method

The County is utilizing the Design-Build delivery method for the CFJC for the following reasons:

1. Design-Build delivery method provides highly predictable cost and schedule control.
2. Design-Build Promotes Owner-Focused Team Collaboration; and
3. Design-Build Supports a Fast Flexible Schedule.

1.03 REFERENCE DOCUMENTS

A. The County will make available to all Applicants information about the project that may be useful background information for preparation of their SOQ. All Reference Documents listed within this document will be made available for informational purposes only. For this RFQ, Reference Documents include:

1. Superior Court Targeted Juvenile & Family Law Facilities Master Plan; King County; March 2009.
2. King County Juvenile Detention Center Conceptual Program; King County; March 2012.
3. Children and Family Justice Center Pre-Design Report; King County; June 2010.
4. Report to the King County Council in Response to Motion 13106.
5. Draft Children & Family Justice Center Facility Program; August 2013. *
6. Draft Children & Family Justice Center Facility, Performance Standards; August 2013. *

* Additional Reference Documents, including Final Children & Family Justice Center Facility Program and Performance Standards documents, will be included in the RFP to the shortlisted firms.

The reference documents for use by potential Applicants are found on the County's web site at: <http://www.kingcounty.gov/procurement/> on the solicitation page for this RFQ.

1.04 OVERVIEW PROCUREMENT PROCESS

A. The County will utilize the procurement procedures described within RCW 39.10.300. A Request for Qualifications (“RFQ”) from interested Applicants is being issued by the County through this advertisement. SOQ’s will be evaluated by the County to determine a shortlist of three (3) highest scored Applicants with demonstrated capabilities and abilities to successfully deliver and complete the Project. The County reserves the right to conduct interviews during the RFQ selection process. Applicants shall provide evidence, as required herein, of a team organization that has all the necessary capabilities, experience, and resources to perform the work. The selection of shortlisted firms will be based on the scores received during the RFQ Submittal Phase. A Request For Proposal (“RFP”), including all performance requirements and corresponding documents, will be issued to the shortlisted Design-Build teams (“Proposers”) at a later date. At the County’s option, the County may conduct interviews and other meetings with Proposers. An honorarium will be paid to the two responsive shortlisted teams participating in the RFP processes that are not awarded a contract.

B. Following evaluation by the County of the shortlisted Proposers, the County will select the Proposer receiving the highest score (considering qualifications, technical, selective pricing [i.e. fee] and commercial factors), who shall be referred to as the “Top Ranked Finalist (“TRF”).” It is the intent of the County to conduct clarification and reconciliation meetings with the TRF. If the County is unable to execute a contract with the TRF, clarification and reconciliation meetings with the TRF may be suspended or terminated and the County may proceed to the next highest scored Proposer. The County shall continue in accordance with this procedure until a contract agreement is reached or the selection process is terminated

C. Anticipated Schedule. The selection process is anticipated to proceed as outlined below. This schedule is subject to revision by an addendum to this RFQ and RFP.

<u>Selection Process</u>	<u>Date</u>
1. Public Announcement for RFQ	August 23, 2013
2. Submittal of RFQ questions	September 12, 2013
3. Statements of Qualifications Due (4:00 p.m.)	September 25, 2013
4. Performance References Due	October 9, 2013
5. Selection of shortlisted Proposers and Notification	November, 2013
6. Issue RFP to shortlisted Proposers	December, 2013
7. Proprietary Meetings with Proposers	January – March 2014
8. Submittal of Proposals	March 2014
9. Selection of the Top Ranked Finalist	April 2014
10. Clarification & Reconciliation with Top Ranked Finalist	April 2014
11. Contract Execution	May 2014

D. After reviewing this Request for Qualifications, any Proposer that determines it has the necessary expertise, experience, resources and could successfully perform the required services shall submit a Letter of Interest and Statement of Qualifications (“SOQ”) no later than September 25, 2013, 4:00 p.m. The Submittal shall be sent to:

Darren R. Chernick, Contract Specialist
King County Finance and Business Operations Division
Procurement & Contract Services Section
401 Fifth Avenue, 3rd Floor, Chinook Building
Seattle, Washington 98104

darren.chernick@kingcounty.gov

E. By submitting a Letter of Interest and SOQ the Applicant represents that it has carefully read the requirements of the RFQ and agrees to be bound by them.

1.05 ADDENDA AND CLARIFICATION OF RFQ

A. Requests for Information. All inquiries or requests for information must be submitted by email to Darren R. Chernick, Contract Specialist, at darren.chernick@kingcounty.gov. Communications must include a reference to the RFQ number and, where appropriate, to a specific paragraph of the RFQ.

B. Addenda. In the event it becomes necessary to revise any part of the RFQ, addenda will be provided to all Applicants still under consideration at the time the addendum is issued.

C. Notice of addenda will be posted at the following address:
www.kingcounty.gov/procurement

D. If any Applicant has reason to doubt whether they have received an addenda it is the responsibility of the Applicant to notify King County to be sure that addenda are received.

1.06 HONORARIUM

A. Honorarium. No honorarium will be paid to Applicants submitting an SOQ. An honorarium of \$350,000 will be paid to shortlisted Proposers, after submitting complete and responsive Proposals, who are not award the Design-Build contract.

1.07 SUBCONTRACTING

A. The following is provided for informational purposes only to identify categories of work that may be available on this Contract as subcontracting opportunities. The opportunities may include Architectural, Mechanical, Structural, Civil, and Landscaping. Other subcontracting opportunities may be identified in the RFP.

1.08 SMALL CONTRACTORS AND SUPPLIERS (SCS) PARTICIPATION

A. It is King County policy that SCS firms have equitable opportunities to participate in the performance of its contracts and to provide those contractors, consultants and subcontractors an equal opportunity in employment to provide materials, supplies and services for and to King County. For additional information go to www.kingcounty.gov/scscertification .

B. King County has established a requirement for the participation of SCS firms on this project which will ensure that a percentage of the Total Contract Price will be subcontracted to SCS firms. During the RFP process, evaluation criteria will include points for the Applicant's

percentage SCS utilization commitment. The minimum level of SCS utilization commitment on this project will be at least 17% of the Total Contract Price. Meeting this commitment will become a requirement of the Contract.

C. Subcontracting and Outreach Plans. King County will require shortlisted Proposers to submit comprehensive Subcontracting and Outreach Plans that ensures qualified firms have equitable opportunity to perform work within the project scope, schedule and budget while meeting the SCS utilization requirements.

D. In addition to the SCS utilization commitment the County has established M/WBE Voluntary Goals (MBE = 10%, WBE = 6%) for the work of this Project. Additional information will be set forth in the RFP.

1.09 APPRENTICESHIP UTILIZATION

A. In accordance with King County Code 12.16.150 - 180, Apprenticeship Utilization Requirements will be established for this Project to ensure that a minimum percentage of the Total Labor Hours shall be worked by apprentices participating in training programs registered with the Washington State Apprenticeship Training Council ("SAC"). The minimum percentage requirement will be identified in the RFP.

B. Apprenticeship Utilization Plan. The shortlisted Proposers will be required to submit an Apprenticeship Utilization Plan to the County for approval during the RFP process. The Apprenticeship Utilization Plan shall demonstrate the distribution of Apprentices across the trades and crafts wherever feasible.

1.10 PROJECT LABOR AGREEMENT

A. The construction work for the Project will be covered by a Project Labor Agreement ("PLA"). The PLA is a contract between the Design-Builder and various trade unions who will be signatories to the PLA. It provides standards for work hours, wages, working conditions, safety conditions, union representation, apprenticeship requirements, and settlement of disputes. The goal of the PLA is to ensure that all work proceeds efficiently, with due consideration of working conditions and standards.

B. The PLA shall apply once the Contract is executed.

C. Additional details regarding the PLA will be set forth in the Request for Proposal.

1.11 FINANCIAL RESOURCES

A. The shortlisted firms and their respective Project Guarantors will be required to demonstrate sufficient financial resources to complete the work and fulfill all contractual obligations for the project in excess of \$150,000,000. This may include audited financial statements, unused lines of credit, disclosure of the nature and status of pending claims or lawsuits and other matters. Additional information will be set forth in the RFP.

1.12 WAGES

A. This Contract is subject to Chapters 39.12 and 49.28 RCW, amendments thereto and regulations issued there under, relating to prevailing wages, benefits and other requirements. Applicants shall examine and be familiar with such requirements.

1.13 KING COUNTY EQUAL BENEFITS

A. King County's Equal Benefits (EB) Ordinance 14823 states that to be eligible for award of contracts at a cost of \$25,000.00 or more, firms must not discriminate in the provision

of employee benefits between employees with spouses, and employees with domestic partners. The selected Design-Build firm shall be required to complete a Worksheet and Declaration form. Compliance with Ordinance 14823 is a mandatory condition for Contract Execution. The EB Compliance forms, and Ordinance 14823 are available online at:

http://www.kingcounty.gov/operations/procurement/Forms/Equal_Benefits.aspx

1.14 NON-DISCRIMINATION IN CONTRACTING

A. It is the policy of King County to provide equal employment opportunities and an equal opportunity for all businesses to participate in providing goods and services to King County.

B. King County has an affirmative action policy relating to employment (King County Code chapter 12.16), a non-discrimination in contracting policy (King County Code chapter 12.17), and a fair employment policy (King County Code chapter 12.18). Applicants are required to review and agree to be bound by these requirements if selected for this Contract. A detailed discussion of related requirements will be described within the Request for Proposals.

1.15 JOINT VENTURE

A. Applicants will be allowed to form a Joint Venture ("JV") or Prime-subcontractor/sub-consultant arrangements for this Project.

1.16 ORGANIZATIONAL CONFLICTS OF INTEREST

A. Competition for this RFQ and RFP is very important to King County. The County has looked at ways to increase competition without creating an unfair advantage for any Applicant. An organizational conflict of interest means that because of other activities, relationships, or contracts, an Applicant is unable, or potentially unable, to render impartial assistance or advice to the County, an Applicants objectivity in performing the contract work is or might be otherwise impaired, or a firm has an unfair competitive advantage. If an organizational conflict of interest exists, the County may prohibit an Applicant or its subcontractors and/or members from participating in such related procurement/projects.

1.17 EX - PARTE COMMUNICATIONS

A. Design-Build teams are expected to conduct themselves with professional integrity and to refrain from lobbying activities. During the procurement process, commencing with the issuance of this RFQ and continuing until the award of a Contract for the project (or cancellation of the procurement) no employee, member, agent, vendor, advisor or consultant of any Design-Build team shall have ex-parte communications, directly or indirectly, regarding this procurement with any representative or elected official of the County involved in this procurement, except for communications permitted by this RFQ. Any verified allegation that a Design-Build team or team member has engaged in such prohibited communications or attempted to unduly influence the selection process may cause the County to disqualify the Design-Build team or a member of the Design-Build team from participating in this process, all at the sole discretion of the County.

1.18 PUBLIC DISCLOSURE

A. Once in the County's possession, all Submittals shall become property of King County and may be considered public records under the Washington Public Records Act, RCW 42.17.250 et seq., and as such may be subject to public disclosure. It is the County's intent, to the extent permitted by law, and to provide for a fair and competitive procurement process, to

keep all Submittals confidential until execution of the Contract. The County acknowledges that some information provided by an Applicant, may be considered proprietary, confidential and/or exempt from disclosure pursuant to the Public Records Act or the Washington Trade Secrets Act. If a party submitting documents under this RFQ or RFP believes that portions of its Submittal are proprietary, confidential or exempt from public disclosure to third parties, the party must clearly label the specific portions of the Submittal sought to be kept confidential and specify the exemption that the party is relying upon. Marking all or substantially all of a Submittal as confidential may result in the Submittal being considered non responsive by the County. If a request is made for all or a portion of a Submittal, the County will notify the party submitting the document(s) of the request and allow the party five (5) business days to take, at its own expense, whatever action is necessary to protect its interests. If a party fails to obtain the necessary protections and apprise the County of such actions within said period, the County will release the documentation requested. Notwithstanding the foregoing, Applicants who provide Submittals under this advertised procurement process accept the procedures described above and agree that the County will not be responsible or liable in any way for any losses that a party may suffer from the disclosure of information or materials to third parties.

1.19 DESIGN-BUILD CONTRACT

A. The form of Contract will be a Cost Reimbursable plus Fee with a Guaranteed Maximum Price (“GMP”). Allowances and cost saving provisions will be incorporated. Liquidated Damages and possible performance incentives may be added. A complete set of the County’s General terms and Conditions for this Contract will be provided in the RFP.

1.20 INSURANCE REQUIREMENTS

A. Prior to the execution of the Contract, the County will require the selected Design-Build firm to provide certificates of insurance for the project. Letter of assurance will be required of the shortlisted firms, to validate their ability to obtain the insurance limits, set forth in the RFP.

1.21 BONDING AND PROJECT GUARANTEES

A. Prior to the execution of the Contract, the County will require the selected Design-Build firm to execute a Performance and Payment Bond for the Total Contract Price of the Contract, including all applicable sales taxes and Change Orders. Additional project guarantees by third parties, may be requested by the County. Letter of assurance will be required of all Applicants submitting a SOQ.

1.22 GENERAL INFORMATION

A. Submittals. For purposes of this RFQ the term “Submittals” shall mean all documents to be prepared and submitted by the Applicant.

B. Clear and Concise Submittal. Applicants or Proposers are discouraged from submitting lengthy Submittals; King County requires that Submittals be concise and clearly written containing only essential information.

C. Page limit. 35 pages.

D. Ownership of Submittal Information. Regardless of whether the County awards a contract, the SOQ and Proposals submitted pursuant to the RFQ and RFP, including the data, information, concepts and ideas contained therein shall be owned and controlled by the County.

E. Rejection of Submittals. King County reserves the right to reject any and all Submittals received. Any Applicant or Proposer failing to submit information in accordance with

the procedures set forth herein may not be considered responsive, and may therefore be subject to rejection by King County.

F. Costs borne by Design-Build teams. All costs incurred in the preparation of Letters of Interest and Statements of Qualifications shall be borne by the Applicant or Proposer. Except for the honorarium provided above, all costs incurred in the preparation of Proposals, Best and Final Offers and participation in the contract clarification and negotiation processes shall be borne by the Applicant or Proposers.

G. Minor informalities. The County may waive minor informalities and irregularities in the format of a SOQ.

H. Previous work experience. In submitting your SOQ no reference should be made to previous work performed on Youth Services Center and/or Children and Family Justice Center ("CFJC") project. Any such reference shall be deleted from the Applicant's SOQ.

I. Submittal of Past Performance Customer Satisfaction Surveys. All Applicants are required to ensure that their references (see Exhibits: Past Performance Customer Satisfaction Surveys) are submitted, via email, directly to the Contract Specialist. These references will be used by the County to confirm statements made by the Applicants in their SOQs. Failure to provide the required references may result in a reduction of points for the Applicant's SOQ. The County encourages the early receipt of the reference forms, but they must be received no later than October 9, 2013.

1.23 PROTESTS AND APPEALS

A. Form of Protest: In order to be considered, a Protest shall be in writing, addressed to the Manager of the King County Procurement and Contract Services Section of the Department of Executive Services ("Manager"). A copy of the Protest shall be provided to the Contract Specialist Darren R. Chernick. The protest shall include the following:

1. The name, address, and phone number of the Applicant protesting, or the authorized representative of the Applicant submitting an SOQ;
2. The Solicitation Number and Title under which the Protest is submitted;
3. A detailed description of the specific grounds for Protest and any supporting documentation. It is the responsibility of the protesting Applicant to supplement its Protest with any subsequently discovered documents prior to the Manager's decision; and
4. The specific ruling or relief requested.

B. Who May Protest.

1. Protests pertaining to the RFQ documents prior to SOQ Due Date: Any prospective Applicant who plans on submitting an SOQ.
2. Protests following SOQ Due Date: Any Applicant who submitted a SOQ to the County.

C. Time to Protest.

1. Protests Prior to SOQ Due Date: Protests pertaining to the RFQ documents must be received by the County no later than ten (10) calendar days prior to the date established for submittal of SOQs; provided however, if the tenth calendar day is a weekend or County holiday, the Protest must be received by noon the following business day.
2. Protests Following SOQ Due Date: The County must receive protests based on all other circumstances within five (5) calendar days after the protesting Applicant who submitted an SOQ knows or should have known of the facts and circumstances upon which the Protest is based; provided however, if the fifth calendar day is a weekend or County holiday, the Protest must be received by noon the following business day.
3. In no event shall a Protest be considered if all SOQs are rejected or after execution of the Contract.

D. Determination of Protest. Upon receipt of a timely written Protest, the Manager shall investigate the Protest and shall respond in writing to the Protest prior to issuance of the RFP. Except as provided below, the decision of the Manager shall be final.

E. Reconsideration of Manager's Decision. The Protester may request that a Manager's decision be reviewed by the Finance and Business Operations Division Director of the King County Department of Executive Services ("Finance Director") on a reconsideration basis only. The only justifications for reconsideration are (1) new data, relevant to the underlying grounds for the Protest and unavailable at the time of the Protest to the Manager; or (2) the Manager made an error of law or regulation. The following procedures shall be followed for a reconsideration of the Manager's decision:

1. Form of Request for Reconsideration. In order to be considered, a Request for Reconsideration must be filed with the Finance Director in writing, with copies provided to the Manager and Contract Specialist, and include:
 2. Name, address, and telephone number of the person protesting or their authorized representative;
 3. A copy of the original Protest, including supporting documents;
 4. A copy of the written decision of the Manager; and
 5. Include all pertinent facts and law on which the Protester is relying.
6. Time for filing Request for Reconsideration. The Protester seeking Reconsideration must file its Request no later than two (2) business days after receiving the Manager's written decision.
7. Review of Manager's Decision. Upon receipt of a Request for Reconsideration, the Finance Director or his/her designee shall review all information submitted with the Request and issue a final written determination.

F. Failure To Comply. Failure to comply with the procedures set forth herein may render a Protest or Request for Reconsideration untimely or inadequate and may result in the denial of the Protest or Request for Reconsideration by the County.

G. Exhaustion of Administrative Remedies. As a mandatory condition precedent to initiating a lawsuit against the County, a Protester shall comply with the Protest and Reconsideration Procedures defined herein.

H. Venue. By submitting a SOQ in response to the RFQ and for the convenience of the parties, the Applicant/Protester acknowledges and agrees that a lawsuit or action related to or arising out of this procurement shall be brought in the Superior Court of King County, Washington.

1.24 COMPLIANCE WITH LEGAL REQUIREMENTS

A. The procurement of the services under this Contract will be in accordance with applicable King County, federal, state and local laws, regulations and procedures. King County reserves the right to reject any and all Submittals received. Any Applicant failing to submit required information in accordance with the procedures set forth herein may be considered non-responsive and may therefore be subject to rejection by King County.

1.25 RECYCLED PRODUCTS POLICY

A. The Applicants shall use recycled paper for the production of all printed and photocopied documents related to the fulfillment of this Contract. If the cost of recycled is more than fifteen percent higher than the cost of non-recycled paper, the Contractor shall notify the County, who may waive the recycled paper requirement.

B. The Applicants agree to use both sides of paper sheets for copying and printing, and to use recycled/recyclable products wherever practical.

END OF SECTION

STATEMENT OF QUALIFICATIONS (SOQ) PHASE REQUIREMENTS

PART 1 — STATEMENT OF QUALIFICATIONS PROCESS..... 1

- 1.01 STATEMENT OF QUALIFICATIONS - PROCESS FOR EVALUATION 1
- 1.02 SOQ PHASE - SUBMITTALS DOCUMENTATION..... 3
- 1.03 SOQ PHASE - EVALUATION CRITERIA AND SUBMITTAL INFORMATION..... 6

STATEMENT OF QUALIFICATIONS (“SOQ”) REQUIREMENTS

PART 1 — STATEMENT OF QUALIFICATIONS PROCESS

1.01 STATEMENT OF QUALIFICATIONS - PROCESS FOR EVALUATION

A. General. Any Design-Build team (“Applicant”) that determines it has the necessary expertise, experience and could successfully perform the required services may apply for consideration by submitting a Letter of Interest and Statement of Qualifications, herein referred to as “SOQ Submittals”, addressing the items set forth below.

B. All SOQ Submittals will be evaluated by an evaluation panel (“Panel”), which will be responsible for ranking the Applicants. The criteria outlined below will be used in evaluating the SOQ Submittals. A total of **1000 points** have been assigned to the Evaluation Criteria; maximum points follow each criterion listed. The points indicate relative weight or importance given to each criterion. Evaluators will use the points to score each SOQ Submittal.

C. The Panel will evaluate the SOQ Submittals and will shortlist the three (3) highest scored Applicants to become Proposers. The County shall only accept Proposals during the RFP phase from those shortlisted Applicants selected as Proposers.

D. Failure to provide all of the requested information, except as specifically identified below, may result in the rejection of the Applicant’s SOQ.

E. Mandatory Requirements. The County will evaluate the information submitted by a Applicant to determine whether the Applicant meets all of the following mandatory requirements (1 - 6) set forth below. Any Applicant who fails to meet these mandatory requirements will be considered not qualified and shall not be considered further by the County in this procurement process. The Mandatory Requirements include the following:

1. Statement of Applicant’s Ability to Provide Performance and Payment Bond. Applicant must have a bonding capacity of not less than \$150 million, excluding tax, and the ability to obtain a performance and payment bond for the Total Contract Price for this Contract. Applicant shall provide a letter from Applicant’s surety(s) (or agent(s)) confirming bonding capacity.
2. Provide documentary verification that the prime contractor of the Applicant possesses a current Washington State Contractor’s license in compliance with Chapter 18.27 RCW.
 - a. If a Joint Venture is submitting an SOQ, all contractor members shall provide a contractor’s license.
3. Provide documentary verification that the prime contractor of the Applicant has industrial insurance coverage for Applicant’s employees working in Washington State 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.
4. Provide verification that the prime contractor of the Applicant is not currently disqualified from bidding on any public works contract under RCW 39.06.010 or 39.12.065(3).
5. Statement from the prime contractor of the Applicant that it has not violated RCW 39.04.370 more than one time as determined by the Washington State Department of Labor and Industries over the last five (5) years.

6. Statement from the prime contractor of the Applicant that it has not been found out-of-compliance with Apprenticeship Utilization requirements of RCW 39.04.320 over the last five (5) years.

F. Requirements of the Joint Venture Applicants

1. All Statements of Qualifications submitted by joint ventures must include a copy of the joint venture's executed joint venture agreement (with original signatures), which fully discloses the legal identity of each member of the joint venture, the relationship between the members, the form of ownership of each member, and any limitations on liability or authority for each member.
2. An authorized representative of each member of the joint venture must sign the Statement of Qualifications (SOQ) accompanying an SOQ regardless of any agency relationship established between the members.
3. In the case of corporations that are joint venture members, the corporation secretary must certify that the corporation is authorized to participate in the joint venture, either by so certifying in the joint venture agreement, or by submitting a separate certification to King County. The joint venture must also provide a certificate that identifies a principal representative of the joint venture with full authority to bind the joint venture.
4. Representations and certifications, and past performance information must be submitted for each member of the joint venture. If the Applicant is a joint venture, information submitted for a party to the joint venture will only be evaluated to the extent that the terms of the joint venture agreement do not limit such party's performance or financial obligations as a party to the Contract contemplated by this Solicitation.

G. Accident Prevention Program

1. The Applicant shall submit with its SOQ, a copy of the Prime Contractor's Accident Prevention Program "APP" that meets the requirements stated Washington Administrative Code (WAC) 296-155-110, and the applicable portions of WAC 296-24, WAC 296-62, WAC 296-67, WAC 296-155 and WAC 296-800. The County will review the APP.
 - a. Pursuant to the WAC, the APP is to be tailored to the Prime Contractor's type of construction business.
 - b. The following website provides additional information regarding the APP:

<http://www.lni.wa.gov/Safety/Basics/Programs/Accident/APPCoreRuleguide.pdf>

H. Statement of Project Guarantor:

1. Firms submitting SOQs and firms subsequently submitting proposals must demonstrate that they have sufficient financial strength to fulfill all the financial obligations required for designing, constructing, and providing required assurances for the Project.
2. The County requires a Project Guarantor, which may be a single or co-Guarantors. The Guarantor(s) shall be liable for all obligations of the contracting party. In addition, if multiple Project Guarantors are provided, the County requires that the co-Guarantors agree to be jointly and severally liable for all the obligations of the contracting party.

3. The Project Guarantor may be a parent company or a sufficiently capitalized third party. However, if a sole-purpose subsidiary is created as the contracting party, the parent company shall be the Project Guarantor. A subsidiary with limited capitalization and without a full parent company guarantee will not be allowed as the contracting party.
 4. Applicant shall provide, as part of their SOQ, a written statement from an authorized representative of the Project Guarantor(s) indicating that it understands and will comply with all provisions set forth within this Section.
- I. Team Continuity and Changes to Organizational Structure:
1. Following submittal of the SOQ, Key Personnel and the Key Subcontractors identified by the Applicant may not at any time be removed or replaced during the procurement process and prior to Contract Execution without the written approval of the County. Any substitutions proposed by an Applicant shall be provided in writing, including a justification for the substitution and an explanation how they meet all applicable requirements of the RFQ. The County will use the criteria specified in this RFQ to evaluate and re-score all requests.
 2. Letter of Interest must contain a statement committing to maintain the evaluated design team Key Personnel and Key Subcontractors intact through completion of the design process.

1.02 SOQ PHASE - SUBMITTALS DOCUMENTATION

A. The Applicant shall submit **one (1) original unbound** Letter of Interest and Statement of Qualifications, **one (1) electronic pdf copy**, and **twelve (12) bound copies contained in 3-ring white binders**. The Letter of Interest and Statement of Qualifications herein referred to as "SOQ Submittals" should be provided in a box or envelope and the RFQ Title and RFQ Number shall be clearly printed on the outside of the box or envelope.

B. SOQ Submittals Format Requirements. Utilizing the format prescribed below, Applicants are to provide the requested information in a brief and succinct manner ensuring that the information is clearly and concisely written. Lengthy narratives containing extraneous information are discouraged. All information shall be submitted in English. SOQ submittals that do not follow these Instructions, or otherwise include documentation that is difficult to read, may result in disqualification or a lower evaluation rating. The SOQ Submittals shall comply with the following format requirements:

1. The original and copies of the SOQ Submittals shall be indexed with tabs for each section.
2. SOQ Submittal shall be limited to a maximum of **thirty-five (35) pages**. All pages that exceed the specified page limit will be removed prior to evaluation, starting with the last page first.
3. All signatures on all documents, originals and copies, must be original signatures in ink and in a color other than black.
4. Individual resumes shall not exceed **two (2) pages**. All pages that exceed the specified page limit will be removed prior to evaluation, starting with the last page first.

5. SOQ Submittals shall be prepared on 8.5" by 11" white paper. A page shall be defined as one single-sided piece of paper that has written text or graphics. Double sided pages shall be used.
6. SOQ text shall be in standard font with a minimum of ten (10) points or a maximum of twelve (12) points in height, single spaced.
7. The information provided in the SOQ shall be easily reproduced by normal black and white photocopying machines.
8. No written text or graphics shall be incorporated on dividers used to organize the SOQ, except the label on the tab.
9. The following parts of the SOQ are not included in the page limit:
 - a. Indexes or Table of Contents.
 - b. Front and back cover of the SOQ.
 - c. Letter of Interest.
 - d. Resumes.
 - e. Statement of Qualifications Certification Form.
 - f. Reference Checks (Past Performance Customer Satisfaction Surveys).
 - g. All documents listed in paragraph 1.01 subparagraph E, Mandatory Requirements.
 - h. Statement of the Joint Venture.
 - i. Accident Prevention Program.
 - j. Statement of the Project Guarantor.
10. Covers shall contain the Project Name, Contract Number, name of Applicant and date. Applicants shall provide resumes for Key Personnel only. Any resumes of individuals not requested will be removed.

C. All costs incurred in the preparation of the SOQ shall be borne by the Applicant.

D. Clarification of RFQ Documents and Addenda: Requests for information for clarifications should be submitted in writing to the Contract Specialist identified above no later than September 12, 2013 . All changes to the RFQ shall be documented in an addendum. Do not rely on any verbal information or directions.

E. The SOQ Submittals shall consist of the following organizational structure:

1. **Section I - Letter of Interest.** The Letter of Interest shall contain the following information and not exceed **two (2) pages**, additional pages shall be removed prior to evaluation:
 - a. RFQ Title and Number;
 - b. Applicant's name, mailing address, single point of contact person, telephone and e-mail address where inquiries or notices should be directed;
 - c. A statement that the Applicant will comply with the County's policy on Small Contractors and Suppliers, Apprenticeship, Equal Benefits and non-discriminatory policy for the Contract, and enter into a Project Labor Agreement with the local trade unions for this Contract;

- d. A statement from the Applicant indicating that the information requested by the County within this SOQ is true and complete and the Applicant's acknowledgment that any failure to disclose the required information or the submittal of false or misleading information may result in the rejection of the Applicant's SOQ.
 - e. A statement committing to maintain the evaluated design team Key Personnel and Key Subcontractors intact through completion of the design process.
 - f. A statement that all design drawings and/or construction documents will be prepared by professional architects and engineers licensed or registered in the State of Washington.
 - g. A statement agreeing to in-person presentations and attendance at all Owner briefings during the RFP process as requested by King County.
2. **Section II - Statement of Qualifications Certification.** An authorized representative of the Applicant shall sign the Statement of Qualifications Certification Form attached herein. Special Note: The County has different certifications depending on the requirements of the procurement. Please be certain to use the Certification form attached to this RFQ.
 3. **Section III - Factor 1 -- Lead Designer Technical Approach**
 4. **Section IV - Factor 2 -- Project and Team Experience**
 5. **Section V - Factor 3 -- Team Organization and Key Personnel**
 6. **Section VI - Factor 4 -- Past Performance Customer Satisfaction Surveys**
 7. **Section VII - Attachments**
 - a. Demonstration of Mandatory Requirements
 - (1) Statement of Applicants Ability to Provide Performance and Payment Bond. (Letter of Assurance from Surety).
 - (2) Documentary verification of Prime Contractors current Washington State Contractors License. (RCW 18.27).
 - (3) Documentary verification of Industrial Insurance coverage. (Title 51 RCW).
 - (4) Documentary verification of Employment Security number. (Title 50 RCW).
 - (5) Documentary verification of State Excise Tax Registration number (Title 82 RCW).
 - (6) Letter of Assurance that the Prime Contractor of the Applicant is not currently disqualified from bidding on public works contract (39.06.010 or 39.12.065(3)).
 - (7) Letter of Assurance that the Prime Contractor of the Applicant has not violated 39.04.370 more than one time as determined by Labor and Industries over the last five years.

(8) Statement from the Prime Contractor of the Applicant that it has not been found out of compliance with the Apprenticeship Utilization requirements of RCW 39.04.320 over the last five years.

- b. Demonstration of Joint Venture, if applicable
- c. Accident Prevention Program
- d. Statement of Project Guarantor

1.03 SOQ PHASE - EVALUATION CRITERIA AND SUBMITTAL INFORMATION

A. Evaluation Overview

The County will evaluate the SOQ on the following criteria for this contract. The maximum points for each criteria are as follows:

Factor 1 – Lead Designer Technical Approach	200 points
Factor 2 – Project and Team Experience	300 points
Factor 3 – Team Organization and Key Personnel	500 points
Factor 4 – Past Performance Customer Satisfaction Surveys	Used to confirm Factors above.

B. Similar Scope and Complexity Characteristics

1. For purposes of this RFQ, a project of Similar Scope and Complexity shall include the following “new construction” (this does not include renovation or modernization projects) characteristics:
 - a. Design-Build Projects.
 - b. Courthouses (multi-story, 100,000 gross square feet minimum).
 - c. Detention Facilities (50,000 gross square feet minimum).
 - d. Projects within city downtown areas and/or city neighborhood areas.
 - e. Minimum cost of \$50,000,000.
 - f. Projects that required a phased construction in an occupied facility or site.
 - g. Preference will be given to:
 - (1) co located courthouse and detention facilities.
 - (2) courthouses with a minimum of five (5) courtrooms.
 - (3) juvenile courthouses and detention facilities.
 - (4) Certified LEED® buildings.

C. Factor 1 – Lead Designer Technical Approach (200 points)

1. Sub-factor 1.A: Lead Designer Profile and Portfolio Description (175 points)

This factor considers the lead designer’s credentials and quality of project experience on projects of Similar Scope and Complexity.

 - a. Standard for Evaluation:
 - (1) The requirements of this Factor are met when:

- (a) Credentials are complete (education, licenses, professional certifications, work history) and all time periods identified;
 - (b) Designer demonstrates history of dedication to clients with complex building projects;
 - (c) Designs demonstrate a response to specific client requirements and criteria; and
 - (d) Designs demonstrate a consistently high level of exploration, rigor and personal commitment to design excellence.
- b. Sub-factor 1A Submittal Requirements (18 pages maximum):
- (1) Biographical sketch of the Lead Designer, including education, professional experience, recognition for design efforts inclusive of the portfolio examples. Identify and describe areas of responsibility and commitment to each project. Maximum of three (3) pages.
 - (2) Lead Designer's portfolio of no more than three (3) projects of Similar Scope and Complexity, completed in the last ten (10) years, with particular focus on sustainable design building and technical innovation. Five (5) pages per project (totaling 15 pages maximum).
 - (a) For each project, provide a narrative that addresses the design approach with salient features and discuss how the client's program, functional, image, mission, economic, LEED□design features, schedule and any operational objectives were satisfied by the overall design/planning solution.
 - (b) This section of the SOQ should include tangible evidence such as certificates, awards, peer recognition, etc. demonstrating design excellence, and provide a client reference contact for each project, including name, title, address email, phone and fax numbers.
 - (c) Additionally, the SOQ may include for each project a representative floor plan, a site plan, a rendered 3-D model, a building section, or other appropriate drawings, and photographs.
2. Sub-factor 1.B: Lead Designer's Philosophy & Design Intent Description (25 points)
- This factor considers the lead designer's flexibility and attitude toward design.
- a. Standard for Evaluation
- (1) This criterion will be evaluated based upon the following:
 - (a) The Lead Designer's flexibility and imaginative attitude toward design with the constraints of various public projects; and,
 - (b) The Lead Designer's recognition and approach to unique aspects of designing projects.
- b. Sub-factor 1B Submittal Requirements (1 page maximum):
- (1) Applicant shall submit a statement in the Lead Designer's own words regarding the parameters of an overall design philosophy; his/her approach to the challenge of public architecture, and collaborative design processes; approach to unique aspects of each project; parameters that may apply in

creating high performance, environmentally sustainable workplace environments; and a commitment to integrated and sustainable design.

D. Factor 2 – Project and Team Experience (300 Points)

This factor evaluates the experience of the Applicant in providing similar design and construction services.

a. Standard for Evaluation

(1) This factor considers the extent of the Applicants past experience on Similar Scope and Complexity projects. The Applicant must demonstrate successful experience on three (3) projects each for the Prime Contractor (150 points) and Lead Architectural firm (150 points) substantially completed in the last 10 years.

(a) At least one project must be design-build for the Prime Contractor and at least one project must be design-build for the Lead Architectural firm.

(2) This factor will be evaluated based upon the written response to the RFQ by the Applicant and the past experience demonstrated by the presented projects. Projects of Similar Scope and Complexity will be rated more favorably than projects that are less similar. Similarly, projects on which the Prime Contractor Team (the firm and/or members of the firm) and the Lead Architectural Design Team (the firm and/or members of the firm), including the Lead Designer, worked together will be rated more favorably than projects on which they did not.

b. Factor 2 Submittal Requirements (12 pages maximum)

(1) For each project presented in relation to this factor, the Applicant must explain how the characteristics of the referenced project relate to the Similar Scope and Complexity characteristics of this Project.

(2) Applicant must use the following format for providing the information for the three (3) referenced projects for the Prime Contractor and for the three (3) referenced projects for the Lead Architectural firm (six [6] total projects):

Instructions: For each identified project, provide the required information using the format below.

PROJECT DETAIL SHEET
Project Title: _____ Owner: _____ Location (City, State/Country): _____ LEED® Rating (if applicable): _____ Prime Contractor: _____ A/E Firm: _____ Project Manager: _____ Reference: (Name, phone, email) _____



Representative Project Picture

Project Description/Narrative:

Type of Facility (Courthouse, Detention etc):	
Contract Type (Design-Build, GC/CM):	
Contract Amount:	
Contract Pricing Structure (lump sum, GMP, Cost-plus etc):	
Building Square Footage:	
Number of Stories	
Height (in feet):	
Courthouse SF (if applicable):	
Detention SF (if applicable):	
Number of Courtrooms (if applicable):	
Number of Detention Sleeping Cells (if applicable):	
Phased construction (Yes/No):	
Construction in an occupied site (Yes/No):	
Co-Located Courts and Detention (Yes/No):	
Juvenile Courthouse (Yes/No):	

Juvenile Detention Center (Yes/No):	
Located within a city downtown or city neighborhood (Yes/No):	
Identify the Prime Contractor's proposed Key Personnel that worked on this project and their role:	
Identify the Architectural Firm's proposed Key Personnel that worked on this project and their role:	
Facility Awards:	
Identify MEP sub-contractors of Prime Contractor that will be working on the CFJC project.	
Identify MEP sub-consultants of Lead Architectural Firm that will be working on the CFJC project.	
Identify salient Green Building Characteristics	
Provide a narrative explaining the working relationship and communication between the Contractor Team and A/E Team:	

Item	Answer
Contract Award Date	_____ date
Notice to Proceed Date	_____ date
Contract Date of Substantial Completion	_____ date
Actual Date of Substantial Completion	_____ date
Original Schedule Completion Time at Contract Award in Calendar Days	_____ days
Actual Completion Time in Calendar Days	_____ days
Contract Cost Amount at Award	\$ _____
Contract Cost Amount at Final Completion	\$ _____
Total Number of all Change Orders (COs)	_____
Total Amount of all Change Orders (COs)	\$ _____
% of Total COs attributable to Unforeseen Conditions	_____ %
% of Total COs attributable to Owner Requests	_____ %
% of Total COs attributable to E&O	_____ %
% of Total COs attributable to Jurisdictional	_____ %
% of Total COs attributable to Other	_____ %
Total Recordable Injuries for Project	_____
Total Lost Time Injuries (e.g. days away from work) for Project	_____ days

E. Factor 3 – Team Organization and Key Personnel (500 points)

This Factor considers the qualifications and experience of Key Personnel on the Applicant's Design-Build Team. The RFQ requests resumes or other relevant documentation for certain positions. The qualification of each individual is based upon the skill, experience and education level of the individual. This Factor will be evaluated based upon the written responses to this section of the RFQ. The scope of this project requires significant design and construction-related experience in key positions to ensure reasonable expectation of project success.

a. Standard for Evaluation

(1) This Factor will be evaluated on the following criteria:

- (a) Project organization.
- (b) Key Personnel experienced on projects of Similar Scope and Complexity.
- (c) History and past experience of Key Personnel in performing work comparable to their identified role on this Project. Preference will be given to projects of Similar Scope and Complexity.
- (d) Projects designed to facilitate the integration of design and construction activities. Preference will be given to design-build projects

b. Factor 3 Submittal Requirements (4 pages maximum, not including resumes)

The requirements for this Factor are met when the Applicant provides the following:

- (1) Provide a narrative on the project organization. It should define the roles, responsibilities and authority to be delegated to the incumbent of each position, and discuss how work flows through the organization. Describe how the Applicant's Design-Build Team will be fully integrated and perform as a cohesive unit working closely with the County's project team. (three (3) page max.) 100 points.
- (2) Provide a project Design Build Team chart identifying how the design-builder will organize and staff the project from project award and inception of design through construction completion.
 - (a) The chart should identify (one (1) page max.):
 - (i) The Key Personnel and other key positions in the organization that address design management, project management, project superintendence, quality assurance/control (both design and construction), and project controls, and the names of the persons proposed to fill those positions.
 - (ii) The reporting relationships between these functions and the company's senior management should also be defined.
 - (iii) The amount of utilization time by a percentage on this project.
- (3) Provide resumes for each Key Personnel title listed below. If an individual assumes more than one Key Personnel position, a separate resume shall be provided for each title listed below. Resume pages are not counted in the SOQ page count; however, each resume must not exceed two (2) pages. All

resume pages that exceed the specified page limit will be removed prior to evaluation, starting with the last page first. Applicants shall provide resumes for Key Personnel only. Any resumes of individuals not requested will be removed. 400 points.

(a) Resumes should include specific role of the individual on this project and percent of utilization of time on this project, level of education, evidence of current license to practice engineering or architecture in the State of Washington, relevant certifications or registrations, special training, length of time with current employer and project work experience relevant to this project.

(i) Project Work Experience examples:

a. Resumes should identify role on the project:

b. Identify Similar Scope and Complexity characteristics.

(4) Key Personnel:

(a) Prime Contractor Team (220 points) shall include:

(i) Principal-In-Charge /Project Executive (50 points)

(ii) Senior Project Manager (50 points)

(iii) General Superintendent (50 points)

(iv) Senior Estimator (40 points)

(v) Senior MEP Coordinator (30 points)

(b) A&E Design Team (180 points) shall include:

(i) Lead Designer (identify in chart only, evaluated in Factor 1)

(ii) A/E Project Manager (30 points)

(iii) Lead Court Architect (50 points)

(iv) Lead Detention Architect (50 points)

(v) Lead Mechanical Engineer (30 points)

(vi) Lead Electrical Engineer (20 points)

F. Factor 4 – Past Performance Customer Satisfaction Surveys

This Factor describes the methodology to be used by the Applicant's selected references for past performance of the firms listed in Factor 2 "Project Experience" and the Key Personnel listed in Factor 3 "Qualifications/Experience of Key Personnel." These references will be used by the County to confirm statements made by the Applicants in their SOQs.

All Applicants are required to ensure that their references are submitted directly to the County. Failure to provide the required references, by the aforementioned date, may result in a reduction of points for the Applicant's SOQ. The County reserves the right to request from the Applicant additional references.

- a. Standard for Evaluation:
- (1) In evaluating the information provided by the references, the County will consider the Applicant's:
 - (a) Quality of Product or Service
 - (b) Cost Control
 - (c) Timeliness of Performance
 - (d) Effectiveness of management/business relations.
- b. Factor 4 Submittal Requirements:
- (1) Two Owner/Client references for the three (3) projects for the Prime Contractor and three (3) projects for the Lead Architectural Firm listed in Factor 2 "Project Experience."
 - (2) Two Owner/Client references for each Key Personnel listed in Factor 3 "Qualifications/Experience of Key Personnel".
 - (3) Applicants shall distribute Past Performance Customer Satisfaction Survey to each reference.
 - (4) References should e-mail the completed Past Performance Customer Satisfaction Survey to Darren Chernick (darren.chernick@kingcounty.gov) by October 9, 2013. The e-mail subject line must contain the name of the Applicant, the name of the reference and the solicitation number.
 - (5) Surveys submitted directly by an Applicant will not be considered. The County reserves the right to contact the identified references provided as needed and/or request additional references from the Applicant.
 - (6) It is the Applicant's responsibility to ensure that all references provide the requested Past Performance Customer Satisfaction Survey.

END OF SECTION

**CHILDREN AND FAMILY JUSTICE CENTER DESIGN-BUILD CONTRACT
C00863C13**

STATEMENT OF QUALIFICATIONS CERTIFICATION FORM

APPLICANT'S DECLARATION AND STATEMENTS OF UNDERSTANDING

The undersigned, (hereinafter called the "Applicant") declares that we have read and understood the Request for Qualifications, RFQ C00863C13, "Children and Family Justice Center". On behalf of, and with the full authority from all of the Applicant's team for this Contract, the Applicant submits the enclosed Statement of Qualifications. The Applicant certifies that it and the proposed team shall meet all of the requirements contained in the Request for Qualifications.

The Applicant agrees that, in addition to this Certification Form, the information submitted in response to this RFQ shall constitute our Statement of Qualifications.

The Applicant certifies that all the information and statements contained in the Statement of Qualifications are current, correct and complete, and are made with full knowledge that the County will rely on such information and statements in determining whether the Applicant will proceed to the next phase of the procurement.

The Applicant certifies no member of the team is currently suspended or debarred from doing business with any government entity.

The Applicant certifies that, in preparing this response, we have not been assisted by any current or former employee of King County whose duties relate (or did relate) to this RFQ and who was assisting in other than his or her official public capacity; nor does such a current or former employee or any member of his or her immediate family have any financial interest in the outcome of this RFQ. Any exceptions to these assurances are described in full detail on a separate page and attached to this Certification Form.

The Applicant certifies that the Statement of Qualifications has been prepared and is submitted without collusion, fraud or any other action taken in restraint of free and open competition for the services contemplated by the RFQ.

The Applicant hereby acknowledges that Addenda Numbers _____ through _____ have been delivered to us and have been taken into account as part of our Statement of Qualifications. We agree that all addenda issued are hereby made part of our Statement of Qualifications.

The principal contact person who will serve as the interface between the County and the Applicant for all communication is:

PRINCIPAL CONTACT PERSON	APPLICANT
Name: _____	Name of Applicant: _____
Title: _____	Name of Designated Signatory: _____
Address: _____	Signature: _____
Phone: _____	Print Name: _____
Fax: _____	Title: _____
E-mail: _____	Dated this ___ day of _____, 20__

EXHIBIT INSTRUCTIONS
Past Performance Customer Satisfaction Survey
Children and Family Justice Center Design-Build Contract
C00863C13

Factor 4 – Past Performance Customer Satisfaction Surveys

King County has issued a Request for Qualifications (RFQ) from all Design-Build Teams (Applicants) interested in proposing on the new Children and Family Justice Center (CFJC) located in Seattle, Washington. A condition of the RFQ is submission of Past Performance Customer Satisfaction Surveys made directly to King County Procurement, attention Darren Chernick (darren.chernick@kingcounty.gov).

It would be appreciated if you would provide us with comments regarding the past performance of the individual or firm as identified on the survey form attached.

The Request for Proposals, all addenda and current document holder's list are available on the internet at <http://www.kingcounty.gov/procurement>.

The RFQ requires the following references:

1. Two Owner/Client references for the three (3) projects for the Prime Contractor and three (3) projects for the Lead Architectural Firm listed in Factor 2 "Project and Team Experience."
2. Two Owner/Client references for each Key Personnel listed in Factor 3 "Team Organization and Key Personnel".

Failure to submit the required Past Performance Customer Satisfaction Survey references may result in a reduction of points for the Applicant's SOQ.

The following definitions are to be applied to your evaluations.

Outstanding: Performance exceeded the contractual obligations to the Customer/Client's benefit. Examples include design/construction phase services: completed under budget; ahead of schedule; exceptional project management; quality, completeness and coordination exceeded contract requirements; and exceptional project and design team management.

Excellent: Performance met the contract requirements. There were no significant issues. All corrective actions were completed in a timely and effective manner.

Good: Performance met the contract requirements. There were significant issues. All corrective actions were completed in a timely and effective manner

Fair. Performance met the contract requirements. There were significant issues that required the Customer/Client to dedicate additional resources to ensure achievement of the contract requirements.

Poor: Performance marginally meets contract requirements. The evaluation performance element has problems for which proposed or completed corrective actions were marginally satisfactory.

Unsatisfactory: Performance did not meet contract requirements. Completion did not occur in a timely or cost effective manner and serious issues and/or problems existed.

EXHIBIT INSTRUCTIONS

Past Performance Customer Satisfaction Survey Children and Family Justice Center Design-Build Contract C00863C13

Past Performance Customer Satisfaction Survey Submittal Requirements:

The RFQ requires that Applicants distribute Past Performance Customer Satisfaction Surveys to each reference identified above.

Persons providing references are to e-mail the completed Past Performance Customer Satisfaction Surveys to Darren Chernick (darren.chernick@kingcounty.gov) by October 9, 2013. The e-mail subject line must contain the name of the Applicant, the name of the reference and the solicitation number.

Surveys submitted directly by an Applicant will not be considered.

The County reserves the right to contact the identified references provided as needed and/or request additional references from the Applicant.

Separate survey forms are to be utilized as noted below:

Exhibit A – Past Performance Customer Satisfaction Survey for Prime Contractor of the Applicant

Exhibit B – Past Performance Customer Satisfaction Survey for Lead Architectural Firm of the Applicant

Exhibit C – Past Performance Customer Satisfaction Survey for Key Personnel

Exhibit A: PAST PERFORMANCE CUSTOMER SATISFACTION SURVEY for Prime Contractor of the Applicant

Evaluating Organization or Company:

Evaluator (Name and Title):

Evaluator Phone and e-mail:

Name of Contractor Being Evaluated:

Project Title and Brief Description:

QUALITY OF PRODUCT OR SERVICE

0=Unsatisfactory; 1=Poor; 2=Fair; 3=Good; 4=Excellent; 5=Outstanding	N/A	0	1	2	3	4	5
Quality of Workmanship:							
Adequacy of Quality Assurance & Quality Control Management							
Implementation of QA/QC Plan:							
Quality of QA/QC Documentation:							
Storage of Materials:							
Adequacy of Materials Installed in Project:							
Adequacy of Submittals:							
Adequacy of Special Testing & Inspections:							
Adequacy of As-Builts:							
Use of Specified Materials:							
Identification/Correction of Deficient Work:							

Comments for Quality of Products or Service

COST CONTROL

0=Unsatisfactory; 1=Poor; 2=Fair; 3=Good; 4=Excellent; 5=Outstanding	N/A	0	1	2	3	4	5
Representation of customer/client interests in negotiating changes with subs:							
Quality of rationale provided to support costs:							
Cost Controls							

Comments for Cost Control

TIMELINESS OF PERFORMANCE

0=Unsatisfactory; 1=Poor; 2=Fair; 3=Good; 4=Excellent; 5=Outstanding	N/A	0	1	2	3	4	5
Adequacy of Initial Progress Schedule:							
Quality and implementation of Phasing Plan:							
Adherence to Approved Schedule:							
Resolution of Delays:							
Submission of Required Documentation:							
Satisfactory Completion of Punch List Items:							
Timely Submission of Updated and Revised Progress Schedules:							
Warranty Responsiveness:							

Comments for Timeliness of Performance

EFFECTIVENESS OF MANAGEMENT/BUSINESS RELATIONS

0=Unsatisfactory; 1=Poor; 2=Fair; 3=Good; 4=Excellent; 5=Outstanding	N/A	0	1	2	3	4	5
Collaboration with owner and A-E to achieve project goals:							
Effectiveness of the interaction with 3rd parties (i.e. tenants, neighborhood, city, vendors, utilities):							
Cooperation and Responsiveness:							
Management of Resources/Personnel:							
Management of Traffic Control:							
Adequacy of Construction Site Clean-up:							
Effectiveness of Enforcing Job-Site Regulations:							
Compliance with Laws, Regulations, Permits and Contract Document:							
Professional Conduct:							
Change Order Activity (By Contractor to Customer/Client):							
Trained Work Force:							
O & M Manuals/Instructions:							
Timely Spare Parts Delivery:							

Comments for Effectiveness of Management/Business Relations

OVERALL RATING

0=Unsatisfactory; 1=Poor; 2=Fair; 3=Good; 4=Excellent; 5=Outstanding	N/A	0	1	2	3	4	5
Overall Rating:							

Exhibit B: PAST PERFORMANCE CUSTOMER SATISFACTION SURVEY for Lead Architectural Firm of the Applicant

Evaluating Organization or Company:

Evaluator (Name and Title):

Evaluator Phone and e-mail:

Name of Architectural Firm Being Evaluated:

Project Title and Brief Description:

QUALITY OF PRODUCT OR SERVICE

0=Unsatisfactory; 1=Poor; 2=Fair; 3=Good; 4=Excellent; 5=Outstanding	N/A	0	1	2	3	4	5
Thorough Understanding of Project							
Quality of site investigation/analysis							
Quality of programming							
Incorporation of scope of work							
Quality control procedures and execution							
Quality of deliverables							
Coordination of all documentation among all disciplines							
Quality review of contract documents (shop drawings, reports, minutes, etc)							
Quality of Inspections							
Quality of as-builts							
Constructability of contract documents							
Quality of supplemental documents (i.e. ASI, RFIs, etc)							

Comments for Quality of Product of Service

COST CONTROL

0=Unsatisfactory; 1=Poor; 2=Fair; 3=Good; 4=Excellent; 5=Outstanding	N/A	0	1	2	3	4	5
Cost Estimating Services							
Costs within budget (DD & CD Phases)							
Accuracy of final estimate vs. final cost							

Comments for Cost Control

COMPLIANCE WITH PERFORMANCE SCHEDULES

0=Unsatisfactory; 1=Poor; 2=Fair; 3=Good; 4=Excellent; 5=Outstanding	N/A	0	1	2	3	4	5
Timeliness with Performance							
Responsiveness to review comments							
Adequacy of Punchlist Process							
Resolution of Delays (if applicable)							

Comments for Timeliness of Performance

EFFECTIVENESS OF MANAGEMENT/BUSINESS RELATIONS

0=Unsatisfactory; 1=Poor; 2=Fair; 3=Good; 4=Excellent; 5=Outstanding	N/A	0	1	2	3	4	5
Key personnel effectiveness							
Coordination of Consultants							
Interaction of Team Members (gov't, customer, tenant, consultants)							
Effectiveness of the interaction with 3rd parties (i.e. tenants, neighborhood, city, vendors, utilities):							
Coordination with external review agencies//utilities							
Professional Conduct:							

Comments for Effectiveness of Management/Business Relations

OVERALL RATING

0=Unsatisfactory; 1=Poor; 2=Fair; 3=Good; 4=Excellent; 5=Outstanding	N/A	0	1	2	3	4	5
Overall Rating:							

Exhibit C: PAST PERFORMANCE CUSTOMER SATISFACTION SURVEY for Key Personnel

Evaluating Organization or Company:

Evaluator (Name and Title):

Evaluator Phone and e-mail:

Name of Individual Being Evaluated:

Project Title and Brief Description:

QUALITY OF PRODUCT OR SERVICE

0=Unsatisfactory; 1=Poor; 2=Fair; 3=Good; 4=Excellent; 5=Outstanding	N/A	0	1	2	3	4	5
Individual worked collaboratively with company's/agency's QA/QC personnel.							
Reasonable and cooperative in resolving customer/client complaints.							
Flexible in responding to customer/client requirements.							
Individual was knowledgeable and informative when communicating							
Individual was courteous and responsive							
Individual utilized effective technical and management approaches							
Corrected deficiencies in a timely manner.							
Completed all work with good workmanship and in conformance with all specs.							
Provided well researched and clearly identified submittals per specifications.							
Individual was an effective team player.							

Comments for Quality of Products or Service

COST CONTROL

0=Unsatisfactory; 1=Poor; 2=Fair; 3=Good; 4=Excellent; 5=Outstanding	N/A	0	1	2	3	4	5
Representation of customer/client interests in negotiating changes with subs:							
Controlled costs and provide best value to the customer.							
Validated cost proposals prior to submission to the customer/client.							

Comments for Cost Control

TIMELINESS OF PERFORMANCE

0=Unsatisfactory; 1=Poor; 2=Fair; 3=Good; 4=Excellent; 5=Outstanding	N/A	0	1	2	3	4	5
Identified problems in a timely manner.							
Met personal commitments and effectively met deadlines.							
Responded to emergency/surge requirements in a timely manner.							
Individual showed creative initiative							
Individual was helpful							
Individual provided timely resolution to punchlist items.							
Individual attended meetings							
Individual worked to keep the project on schedule.							

Comments for Timeliness of Performance

EFFECTIVENESS OF MANAGEMENT/BUSINESS RELATIONS

0=Unsatisfactory; 1=Poor; 2=Fair; 3=Good; 4=Excellent; 5=Outstanding	N/A	0	1	2	3	4	5
Collaborated with owner and A-E to achieve project goals:							
Effectiveness of the interaction with 3rd parties (i.e. tenants, neighborhood, city, vendors, utilities):							
Cooperation and Responsiveness:							
Management of Resources/Personnel:							
Individual worked effectively with other team members for a common goal							
Effectiveness of Job-Site Regulations:							
Compliance With Laws and Regulations or Contract Document:							
Professional Conduct:							
Complied with applicable laws and agency regulations.							
Responded appropriately to all safety authorities.							
Would you work with this person again (5=yes, 3=maybe, 1=No)							

Comments for Effectiveness of Management/Business Relations

OVERALL RATING

0=Unsatisfactory; 1=Poor; 2=Fair; 3=Good; 4=Excellent; 5=Outstanding	N/A	0	1	2	3	4	5
Overall Rating:							

**CHILDREN AND FAMILY JUSTICE CENTER
Request for Qualifications**

RFQ Addendum 1



King County

**CHILDREN AND FAMILY JUSTICE CENTER DESIGN-BUILD CONTRACT
C00863C13**

**REQUEST FOR QUALIFICATIONS
ADDENDUM NO. 1**

Prospective Proposers are hereby notified that the bidding documents of said Request for Qualifications have been amended as hereinafter set forth:

Ref.	Section, Page or Drawing	Location and Description of Change
VOLUME 1 REQUEST FOR QUALIFICATIONS		
QUESTION AND RESPONSE King County provides the following questions (Q) and responses (R) as clarifications of the referenced Request for Qualification provisions.		
1.1		<p>Q: Section 1.03.D.a.1 on page 8 of 13 limits proposers past experience to projects that have been completed in the past 10 years. Facilities such as courthouses and detention facilities are very specialized and enduring projects that are designed and constructed to serve the public for long periods of time. Most of these types of facilities that were designed and built 15 or even 20 years ago are still serving their intended purpose today. For this reason we request that the time frame for relevant experience be increased to 20 years.</p> <p>R: No change.</p>
1.2		<p>Q: Section 1.03.C-Factor 1 Lead Designer on page 6 of 13. The power and potential of design build delivery stems from the strength of the composite team and from the ability of a group of individuals to combine their expertise to create exceptional solutions. For this reason many contracting entities interpret Lead Designer to be an individual or a team of individuals. The wording of section 1.03.C implies a single person. Please clarify. If a team of designers rather than an individual fulfills the definition of Lead Designer, please consider increasing the page count allocated in 1.03.C.b.1 to accommodate additional Lead Designer resumes.</p> <p>R: The Lead Designer shall be an individual.</p>
1.3		<p>Q: Is it acceptable for the Court Designer and Detention Designer not to be licensed in WA? These are often specialty areas of knowledge that are provided by a person or group who functions as a consultant to the architectural designer.</p> <p>R: All A&E Design Team Key Personnel, identified on page 12 of 13, Factor 3.b.4(b) (i) - (vi), shall be a licensed Engineer and/or Architect in the State of Washington.</p>

Ref.	Section, Page or Drawing	Location and Description of Change
1.4		<p>Q: Section 1.01.G.1 requires a copy of the Prime Contractor's Accident Prevention Program. This is a very lengthy document (4 inch Binder). Would the County consider an electronic submission of this document?</p> <p>R:Yes</p>
1.5		<p>Q: Section 1.04.B on page 3 of 10-please provide a brief description of the submittal requirements and pricing components that you anticipate will be included in the RFP. Do the points from the RFQ phase carry over into the final RFP scoring?</p> <p>R: See 1.19 - 1.21 in the Instructions For RFQ Process section. The points will not carry over from the RFQ phase to the RFP phase.</p>
1.6		<p>Q: 1.25.A requires that recycled products be used in administration of this contract. We applaud the County's commitment to this initiative. However, Section 1.02.A requires that our submittals be submitted in "white" binders. White is not a typical color for recycled binders. Would standard recycled cardboard brown binders with labels be acceptable?</p> <p>R:No</p>
1.7		<p>Q: Reference 1.03 SOQ Phase D. Factor 2 – Project and Team Experience.</p> <p>Question: For JV Prime Contractor teams, please confirm King County's desire to have each of the prime contractors submit three (3) examples 2 prime contractors x 3 examples = 6 total) of successful project; or, simply a total of three (3) project examples.</p> <p>R: It is the County's intent for each member of the JV to submit three (3) projects.</p>
1.8		<p>Q: Reference 1.03 SOQ Phase F. Factor 4 – Past Performance Customer Satisfaction Survey.</p> <p>Question: Please confirm it is King County's desire to have proposing teams have a minimum of one, but no more than two (2) client/owner surveys for each of the projects submitted in Factor 2 "Project Experience".</p> <p>R: In Factor 4.b, requires two (2) Owner/Client Survey responses for each of the categories listed. For Joint Ventures please see answer to Question Ref 1.7.</p>

Ref.	Section, Page or Drawing	Location and Description of Change
1.9		<p>Q: Reference 1.03 SOQ Phase F. Factor 4 – Past Performance Customer Satisfaction Survey.</p> <p>Question: To show evidence of team synergy and ability to work as an integrated team (a necessity of the KC CFJC project), please confirm it is acceptable to have either a prime contractor or lead architect (not on the current DB team) as one of the two references for the listed projects in Factor 2 "Project Experience".</p> <p>R: No, references only from the Owner or Client, not from a Prime Contractor or Lead Architect.</p>
1.10		<p>Q: Reference 1.03 SOQ Phase – Evaluation Criteria and Submittal Information – B. Similar Scope and Complexity Characteristics</p> <p>Question: In addition to the characteristics noted in Part 1.03 B. Similar Scope and Complexity Characteristics, will King County also add "Design-Assist" experience as one of those characteristics for both listed projects and Key Personnel?</p> <p>R: No</p>

This Addendum shall be attached to and form a part of the Request For Qualifications. All Proposers are reminded to acknowledge this Addendum on the Form of Bid, Section 00300.

Date: September 9, 2013



Name: Darren R. Chernick
Contract Specialist

CHILDREN AND FAMILY JUSTICE CENTER
Request for Qualifications

RFQ Addendum 2



King County

**CHILDREN AND FAMILY JUSTICE CENTER DESIGN-BUILD CONTRACT
C00863C13**

**REQUEST FOR QUALIFICATIONS
ADDENDUM NO. 2**

Prospective Proposers are hereby notified that the bidding documents of said Request for Qualifications have been amended as hereinafter set forth:

Ref.	Section, Page or Drawing	Location and Description of Change
VOLUME 1 REQUEST FOR QUALIFICATIONS		
QUESTION AND RESPONSE		
2.1	Addendum 1 Ref 1.8	<p>R: he County is further clarifying our response to Addendum 1 Item Ref 1.8.</p> <p>Factor 2 requires three (3) projects for the Prime Contractor and three (3) projects for the Lead Architectural firm. Factor 4 requires two (2) Customer Service Satisfaction Survey References for each project required in Factor 2. This means that for the Prime Contractor, the Applicant shall ensure that six (6) complete surveys (3 projects X 2 Surveys = 6 total Surveys) are provided to the County. This also means that for the Lead Architectural Firm, the Applicant shall ensure that six (6) complete surveys (3 projects X 2 Surveys = 6 total Surveys) are provided to the County.</p> <p>In the Case of a Joint Venture Factor 2 requires 3 project examples for each member of the Joint Venture. Factor 4 requires two surveys for each project example. For illustration assume two Contractors make up a Joint Venture. In that case Joint Venture Member 1 (3 projects X 2 Surveys) plus Joint Venture Member 2 (3 projects X 2 Surveys) = 12 Surveys for the Joint Venture.</p>
2.2		<p>Q: Reference: Subfactor 1-A Lead Designer's Portfolio. Question: Subfactor 1-A states the Lead Designer's Portfolio must include 3 projects completed in the last 10 years. Will projects where the design is complete, but construction is on-going meet this requirement?</p> <p>R: No, the design must be fully complete and the construction must be substantially complete as defined in Ref. 2.4 below.</p>

Ref.	Section, Page or Drawing	Location and Description of Change
2.3		<p>Q: Reference: Factor 2 – Project and Team Experience Question: Factor 2 states to submit 3 project for each the Prime Contractor and Lead Architectural Firm substantially completed in the last 10 years. For the Lead Architectural Firm, will projects where the design is complete, but construction is on-going meet this requirement?</p> <p>R: No, the design must be fully complete and the construction must be substantially complete as defined in Ref. 2.4 below.</p>
2.4		<p>Q: Reference: Factor 2 – Project and Team Experience Question: What is the percentage complete that King County equates with “substantially complete”?</p> <p>R: “Substantial Completion” means that stage in the progress of the Work where:</p> <ol style="list-style-type: none"> 1. The County has full and unrestricted use and benefit of the Project for the purpose intended; 2. All the systems and parts of the Contract Work are functional; 3. Utilities are connected and operate normally; 4. Only minor incidental work or correction or repair remains to complete all Contract requirements; and, 5. At the County’s option, the Contractor has provided all occupancy permits and easement releases.
2.5		<p>Q: Reference: Amendment #1, 1.7, Question: Amendment #1 indicated that each Joint Venture member is supposed to submit 3 projects. Does each Joint Venture member need to submit at least 1 Design-Build project?</p> <p>R: Yes, one of the three for each member must be a Design/Build project. Also see Ref 2.1 above.</p>
2.6		<p>Q: Q: Factor 2 – Project and Team Experience on page 8 of 13 Section b. 2, If the Lead Architectural Firm is associated with another architectural firm, can the referenced projects be expanded to six (6) projects – Three (3) for each firm?</p> <p>R: No.</p>
2.7		<p>Q: Factor 2 – Project and Team Experience on page 8 of 13, Based on the Addendum 1 response below, please confirm that the Factor 2 page limit will be expanded to accommodate the appropriate amount of referenced projects for JV teams.</p> <p>R: Currently there are 12 pages allowed. However an additional 6 pages may be provided for Joint Ventures.</p>

Ref.	Section, Page or Drawing	Location and Description of Change
2.8		<p>Q: Section 1.02.E.7.a.6 and .7 require a letter of assurance. Is the County anticipating letters from the Prime Contractor or a third party? If from the Prime Contractor are different letters required for 6 & 7? Would one letter from the Prime Contractor addressing the items in 6, 7, & 8 from this section suffice?</p> <p>R: Yes, the County requires one letter from the Prime Contractor; however, if the Applicant is a Joint Venture made up of Prime Contractor(s), the County requires one letter from each Prime Contractor of the Joint Venture.</p>
2.9		<p>Q: 1. Section 1.06 Honorarium of the RFQ states that an honorarium of \$350,000 will be paid to shortlisted proposers that are not awarded the Design-Build contract. We assume that King county will pay \$350,000 to each shortlisted firm that is not awarded the contract. If more than 3 firms are shortlisted, we assume each firm will receive \$350,000. Please confirm</p> <p>R: See 1.01 C in the Statement of Qualifications Requirements and 1.06 in the Instructions for Request for Qualifications Process.</p>
2.10		<p>Q: 1. Section 1.02 B.5 states that SOQ submittals shall be prepared on 8.5x11 paper. Will you permit us to use an 11x17 piece of paper for the organizational chart only, provided that we fold it to an 8.5x11 size?</p> <p>R: Yes, only for the organizational chart.</p>
2.11		<p>Q: We have one additional clarification. Please clarify that you do not wish for us to identify a Structural Engineer as part of the key personnel.</p> <p>R: Not as a "Key Personnel" but you may identify as a key position on the Organizational Chart in accordance with Factor 3b(2)(a)(i).</p>

This Addendum shall be attached to and form a part of the Request For Qualifications. All Proposers are reminded to acknowledge this Addendum on the Form of Bid, Section 00300.

Date: September 17, 2013



Name: Darren R. Chernick
Contract Specialist

**CHILDREN AND FAMILY JUSTICE CENTER
Request for Qualifications**

RFQ Addendum 3



King County

**CHILDREN AND FAMILY JUSTICE CENTER DESIGN-BUILD CONTRACT
C00863C13**

**REQUEST FOR QUALIFICATIONS
ADDENDUM NO. 3**

Prospective Proposers are hereby notified that the bidding documents of said Request for Qualifications have been amended as hereinafter set forth:

Ref.	Section, Page or Drawing	Location and Description of Change
		VOLUME 1 REQUEST FOR QUALIFICATIONS
3.1	Instructions for RFQ Process Page 3 of 10	1.04 C Anticipated Schedule. DELETE item 4, and REPLACE with: "4. Performance References Due October 18, 2013"
3.2	SOQ Phase Requirements Page 13 of 13	1.03 F, b (4) DELETE "References should e-mail the completed Past Performance Customer Satisfaction Survey to Darren Chernick (darren.chernick@kingcounty.gov) by October 9, 2013." and REPLACE with: "References should e-mail the completed Past Performance Customer Satisfaction Survey to Darren Chernick (darren.chernick@kingcounty.gov) by October 18, 2013."

This Addendum shall be attached to and form a part of the Request For Qualifications. All Proposers are reminded to acknowledge this Addendum on the Form of Bid, Section 00300.

Date: October 3, 2013

Name: Darren R. Chernick
Contract Specialist