



**WASHINGTON STATE**  
UNIVERSITY

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

**January 20, 2023**

For

**Washington State University  
Schweitzer Engineering Hall**

By

Facilities Services, Capital

**Statement of Qualifications Deadline: February 14, 2023 3:00 pm**

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#### INFORMATIONAL ITEMS

1. Schweitzer Engineering Hall Program, by Miller Hull Partnership, December 23, 2022
2. WSU Design Guidelines and Design & Construction Standards downloaded January 20, 2023  
<https://facilities.wsu.edu/facilities-services-capital/design-standards/>
  - 2.1. Project Deviation Log (provided upon award).
3. Project Manual January 20, 2023
4. Washington State Clean Buildings Performance Standard: <https://www.commerce.wa.gov/growing-the-economy/energy/buildings/>

## I. INTRODUCTION

### ABOUT THE PROJECT

Washington State University is soliciting written Statements of Qualifications (SOQ) from Design-Build Teams interested in providing design and construction services for the Washington State University Schweitzer Engineering Hall. The University is utilizing the Design-Build alternative public works contracting procedures authorized under chapter 39.10 RCW where:

- The Design-Build Method brings value to university projects, transforming the relationship between designers and builders into an alliance that fosters collaboration and teamwork.
- This delivery method provides the opportunity to assemble the ingenuity of the industry in proposing innovative solutions.
- Design-Build provides opportunities to realize efficiencies in the complete delivery of university projects.
- Components of this project are considered highly specialized and would benefit from a collaborative approach to design and construction methodologies.

Washington State University seeks collaborative partners who are committed to a progressive design-build process on the new Schweitzer Engineering Hall. This process shall be truly integrated (design and construction mutually informing the development of the project) and shall engage the university stakeholders in a process that will ensure a site- and campus-specific solution. State funded projects require a minimum of LEED Silver Certification.

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

### POINT OF CONTACT

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

**Louise Sweeney, Senior Project Manager**

[lasweeney@wsu.edu](mailto:lasweeney@wsu.edu)

Phone: 509-335-4437

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

### SELECTION COMMITTEE

The Selection Committee for both the RFQ and RFP Phase may consist of representatives from Washington State University, Faculty, Staff, the Department of Facilities Services, Technical Consultants, outside Industry Partners, Community Members, or other applicable user groups. At this time WSU has assembled the following individuals to serve on the selection committee to evaluate proposals. No contact with selection committee members other than the Point of Contact is permitted. Owner reserves the right to add or remove representatives at any time without notice.

#### Voting Participants

Mary Rezak, Dean, Voiland College of Engineering and Architecture

Dr. Rezak joined WSU in 2017 after spending the first part of her academic career at Georgia Institute of Technology's School of Chemical Engineering at Kansas State University. During this time, she directed numerous

graduate students and received research and teaching awards while serving on numerous policy-making groups including the Council for Chemical Research, the American Institute of Chemical Engineers, and the National Research Council. As Dean of Voiland College, she has the responsibility for more than 30-degree programs on five campuses around the state of Washington. She continues to be successful in generating support for the revitalization of the VCEA's precinct on the Pullman campus.

Dr. Steven Saunders, Associate Professor, Voiland College of Engineering and Architecture

Dr. Steven Saunders is an Associate Professor in the Gene & Linda Voiland School of Chemical Engineering and Bioengineering and currently serves as the Associate Director for Undergraduate Studies. Dr. Saunders' research focuses on the rational design of nanomaterials for catalysis to enable the next generation of sustainable technologies. As Associate Director for Undergraduate Studies in the Voiland School, he supports and promotes student success and professional development programs. He has been selected as the Voiland School's Outstanding Chemical Engineering Instructor four times in the last nine years.

Darlene Neunherz, Director of Facility, Operations & Safety Services, Voiland College of Engineering and Architecture

Dar Neunherz has 20 years' experience directing higher education facility portfolios and is an alum of Washington State University. Dar's passion is in strategic planning. She enjoys the challenge of visioning collaboratively for the future and then putting targeted plans in place to achieve the outcome.

Louise Sweeney, Senior Project Manager, Facilities Services Capital

Louise has spent her 30+ year career as an Owner's Representative in Higher Education. For the past 12 years at WSU, Louise has used the Traditional and Progressive Design-Build methods for capital projects and has received national recognition for two of her recent projects. Louise is DBIA certified and a registered architect.

Jason Harper, Senior Construction Manager, Facilities Services Capital

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

**Non-voting Participants**

Morann Johnson, Senior Academic Advisor, Voiland College of Engineering and Architecture

Morann Johnson serves as a senior Academic Advisor within Voiland College. She is an integral member of the VCEA Student Success team serving to develop programs that support the broad and diverse needs of the Pullman-based undergraduate student population.

James Broadlick, Director, Vulcan Inc., Engineering Leadership Board Member

Jim Broadlick assembles and leads project teams for Vulcan Real Estate's diversified portfolio of high performing quality assets including office, life sciences, residential, and mixed-use projects. Through the management of Vulcan's commercial construction and residential portfolio, Jim has delivered 6 million square feet of life science and office space and over 2500 residential units. He is an active member of the Voiland College Executive Leadership Board and Facilities Task Force.

**OWNER CONSULTANTS/TECHNICAL SUPPORT NOT ELIGIBLE TO PARTICIPATE**

Due to their involvement in the preparation of the Pre-Design document the following consultants are not eligible to serve on a Design-Build Team; respondents are prohibited from contacting or communicating with any of the following consultants to solicit advice or information relating to the Project in any way, including but not limited to technical, legal, financial, or contractual.

- Miller Hull Partnership

## ABOUT WSU FACILITIES SERVICES

Facilities Services is a service organization that plans, designs, constructs, operates, and maintains the physical facilities and environments of the University at its Pullman, Vancouver, Tri-Cities, Everett, and Spokane campus locations, as well as research stations throughout the state. With a dedicated staff of over 4,000 individuals, they also operate, maintain, and improve the Pullman campus's buildings, grounds, utilities, and related services.

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

## II. PROJECT INFORMATION

### DESCRIPTION

Washington State University is seeking a design-build partner who is committed to collaboratively developing a unique and tailored solution with the University stakeholders. The University is seeking a team which can develop a thoughtful, meaningful, functional, solution which serves all the program needs and strengthens the campus.

The nature of the WSU progressive design-build process is to work with a committed team of skilled designers and builders to develop this project. The design-build team must be sufficiently familiar with the project parameters such that they are able to commit to achieving the programmatic goals working with the university team. WSU is not seeking a developed solution through the RFQ and RFP process, but rather is seeking a team with whom we can collaborate and develop the most successful building solution that meets the needs of the program. WSU is seeking teams who demonstrate a very clear understanding of the distinction between an immediate Design-Build solution versus a commitment to a process of exploration.

WSU's Voiland College of Engineering and Architecture has initiated a new campaign to modernize its facilities to better meet the needs of their students. The design fields have seen an evolution over the years in the advances in technology and within the industry, yet the college's facilities have lacked the flexible nature to support the approach for new pedagogies.

Schweitzer Engineering Hall is envisioned to be the showcase for the college and to create a student success core which will place emphasis on student success programs with priorities around diversity, equity, and inclusion.

This new facility will enhance the college's ability to provide academic support, hone skills employees are seeking, and engage students in career placement. The facility will allow academic advisors to be co-located to provide a more accessible and comprehensive advising experience to promote academic success. The college seeks a modern facility to provide students with functional meeting and collaboration spaces, and maker spaces that will engage students and excite them about their upcoming career opportunities while providing a sense of connection and belonging. Also included are classrooms that can support distance education offered to students in Bremerton, Everett, Vancouver, and underserved areas.

The project will be located on the Pullman campus, just south of Carpenter Hall, on a site which is currently a parking lot bordering College Avenue and Spokane Street. The building, anticipated to be about 60,000 gross square feet, will take up the west half of the parking lot with plans for a future building to the east. This area of campus is served by the oldest infrastructure on campus, which will require a full understanding of its limitations and how the project will meet both LEED Silver and Washington State's Clean Buildings Performance Standard. A portion of the project budget is earmarked for infrastructure improvements.

The success of this project will be the catalyst for initiating future projects to provide modern, flexible, inspiring spaces to encourage forward thinking and for students to develop their potential from which we will all benefit.

## SITE VISITS

The project site is currently a parking lot. Access is open to the public. Any communication should be directed to the Project Manager.

## PROCUREMENT AND PROJECT MILESTONE SCHEDULE

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

- |   |                               |
|---|-------------------------------|
| <b>1. Issue Request for Qualifications (RFQ):</b> | <b>January 20, 2023</b>       |
| a. Deadline for Questions and Clarifications:     | February 3, 2023, 3:00pm      |
| b. <u>Statements of Qualifications due:</u>       | February 14, 2023, 2:00pm     |
| c. Announce Shortlisted Proposers:                | February 21, 2023             |
| <b>2. Issue Request for Proposals (RFP):</b>      | <b>February 28, 2023</b>      |
| a. RFP Informational Meeting:                     | March 2, 2023 2:00pm          |
| b. Finalists Interviews: in-person                | March 8 -10, 2023             |
| c. Second interview: on-line                      | March 20-21, 2023             |
| d. <u>RFP Submittal deadline:</u>                 | <b>March 28, 2023, 3:00pm</b> |
| e. Announce Final Team:                           | April 11, 2023                |
| <b>3. Execution of the Agreement:</b>             | <b>April 18, 2023</b>         |
| <b>4. Construction Completion:</b>                | <b>May 2026</b>               |
| <b>5. Post-Completion Performance Period:</b>     | <b>June 2026 – May 2028</b>   |

## GUARANTEED MAXIMUM PRICE (GMP)

The Guaranteed Maximum Price (GMP) Design-Build budget for this Project will be \$63,000,000. The GMP shall include all design and construction costs, contingencies, indirect and reimbursable expenses, and fees to complete the Project. The GMP does not include Washington state sales tax, see Section 00 50 00 – Agreement between Owner and Design-Builder.

## III. STATEMENT OF QUALIFICATION REQUIREMENTS AND CRITERIA

### STATEMENT OF QUALIFICATIONS SUBMITTAL

The SOQ submitted by responding Design-Build proposers shall include information documenting how the Design-Build Team meets the evaluation criteria below to achieve the collaborative nature of WSU progressive Design-Build process. SOQ elements will be evaluated using the weighted distribution identified below. Each Team's SOQ shall be in PDF format, with the page size set to 8 ½ X 11" and limited to twenty-five (25) single sided pages (when printed). All pages within the PDF (spacer pages, cover pages, content pages, etc.) will be applied towards the total page count, and any pages beyond the first 25 will not be reviewed. WSU values the ability of a proposer to be concise and to the point, so proposals under the 25-page limit are welcomed.

#### 1. Cover Letter

- The letter shall state the Project for which consideration is requested. The letter shall clearly identify the Design-Build Team and any joint venture or association arrangements. The letter may also include supplemental information the Design-Builder would like to make known.
- Provide Design-Build Point of Contact name and address, including email and phone number, for correspondence throughout the procurement process.

#### 2. Design-Build Team Organization and Responsibilities

- Describe the proposed Design-Build Team for both design and construction portions of the Project, including team members, the organization, and the responsibility of each Team member. Include a visual element that shows the relationships within the Design-Build Team.
- Provide abbreviated resumes of the key individuals working as the Design-Build Team along with three

references for each individual. At a minimum, identify the builder's corporate executive dedicated to the project, the design manager, project manager, superintendent, and the cost estimator and on the designers side the project executive, lead designer, and project manager.

**3. Design-Build Team Experience**

- a. Provide the proposed Design-Build Team members' specialized experience and competence in higher education or equivalent facilities, especially those within the engineering discipline.
- b. Provide the proposed Team members' specialized experience with balancing design of high-performance buildings, life cycle costs, and energy performance guarantees.
- c. Provide relevant past performance of Team members working on a highly collaborative integrated project team. Include type of project, budget, issues addressed during design and construction, construction duration, and what made this a highly functioning team. Clearly identify which proposed Team members were involved in these projects and their role.
- d. Demonstrate how the proposed members will work together to complement each other's strengths.

**4. Project Approach**

- a. Describe your overall approach to delivering this Project in a way that maximizes the value of the delivery model and fosters a highly collaborative and effective project team.
- b. Approach to meeting WSU's goals for the Project within the target budget and overall project schedule. Describe the tools, tactics and strategies that will be utilized in the approach.
- c. Articulate how the Design-Build Team will deliver quality design management and coordination and how that effort will carry forward into the construction phase, turnover, and operation of the facility.
- d. Approach to overall project management that promotes effective decision making, effective communications, risk management, and predictable outcomes.
- e. Approach to the design of high-performance buildings that result in low life cycle costs.
- f. Approach to meeting guarantees for energy, operations, and maintenance performance, including compliance with the Washington State Clean Buildings Performance Standard.
- g. Contracting method with consultants and contractors for performance guarantee period.
- h. Affirm that the terms and conditions of the Contract and General Conditions issued with the RFQ are acceptable, or if the Proposer takes exception to the documents the Proposer must specifically describe the reasons for the exceptions and provide alternative language for consideration by the University. The University makes no commitment that it will modify any of the terms of the Contract or General Conditions.

**5. Diverse Business Inclusion Plan:**

- a. Washington State University is committed to the enhancement of opportunities for minority and women owned and controlled firms in public contracting. The use of, or solicitation of, minority and women's business enterprise firms is expressly encouraged.
- b. Summarize the core concepts of your company internal and external diversity and inclusion plans. Briefly identify any strategies, resource commitments, and steps you take to include OMWBE, WBE, MBE, SBE, and VBE within your firm, sub consultants, subcontractors, suppliers, etc.
- c. Provide summary level data demonstrating the teams past performance in utilization of small business entities and office of minority and women's business enterprises certified business, to the extent permitted by law.
- d. For the purposes of this RFQ the following definitions shall apply:
  - 1) OMWBE: Businesses certified by the State of Washington Office of Minority and Women's Business Enterprises.
  - 2) MBE: Minority Business Enterprise; at least 51% minority owned.
  - 3) WBE: Women's Business Enterprise; at least 51% owned by one or more women.
  - 4) SBE: Small Business Enterprise; 50 or fewer employees or gross revenue of less than seven million dollars annually as reported on its state and federal tax returns over the previous three consecutive years.
  - 5) VBE: Veteran Business Enterprise; at least 51% veteran owned.

**6. Safety, Financial, Legal – Pass/Fail**

- a. Provide the safety and accident prevention record of the Design-Builder. Include other relevant information that documents their safety record, including TRIR and EMR ratings.
- b. Provide a list of all OSHA, WISHA, or other state safety agency citations and their dispositions for the past five (5) years.
- c. List the state of Washington design and construction licenses and registrations held by the Design-Build Team, the lead contractor, designer-of-record, and specialty sub-consultants.
- d. Provide evidence from a surety or insurance company (with a Best’s Rating of A minus and VIII or better by A.M. Best Co.) stating that the Design-Builder is capable of obtaining separate performance and payment bonds in amounts not less than the GMP, which bonds will cover the Project and any warranty periods. If the Design-Builder is a limited liability company, joint venture or any form of partnership, specifically identify how bonds will be obtained and which member(s) and/or partner(s) will be providing such bonds.
- e. Describe any project that Design-Builder, lead contractor or designer-of-record were involved in within the past five (5) years that resulted in: (a) the assessment of liquidated damages against one of such parties; (b) one of such parties having received a notice to cure a default due to the party’s non-performance or poor performance of the underlying contract; or (c) one of such parties being terminated for cause.
- f. Disclose past or current bankruptcies, convictions, debarments, or suspensions involving Design-Builder, the lead contractor, and the designer-of-record.

**STATEMENT OF QUALIFICATIONS EVALUATION**

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

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

1. Cover Letter	5 points
2. Design-Build Team Organization and Responsibilities	30 points
3. Team Experience	25 points
4. Project Approach	25 points
5. Diverse Business Inclusion Plan	15 points
6. Safety, Financial, Legal	Pass/Fail
Total	<u>100 points</u>

**STATEMENT OF QUALIFICATIONS SUBMISSION AND DEADLINE**

Any addenda issued for this RFQ will be published at the following website address:

<https://facilities.wsu.edu/alt-pub-works/>

Respondents are responsible for checking the website prior to the submission of their SOQ for any addenda. If you are unable to download the addenda notify the Point of Contact. SOQs must be submitted via email in PDF Format no later than **3:00 PM on February 14, 2023**. SOQs are to be emailed to [contracts@wsu.edu](mailto:contracts@wsu.edu) and copied to PM email address. A confirmation of receipt will be sent to the submitting party, and a list of responding firms will be posted at the website above shortly after the submission time has passed. Respondents are responsible for ensuring and confirming receipt of the SOQ by the deadline stated above. SOQs received after the deadline will not be considered.

## SELECTION OF RFP SHORTLIST

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

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

## PROTEST PROCEDURES

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

## IV. RFP SELECTION PROCESS

### RFP RESPONSE PERIOD

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

An important element of this RFP stage of the selection will be two interviews. The first of which is an interview hosted by the shortlisted firm at the location of their choice (likely firm office or project site). The goal of this interview is to understand the working relationship and the design process of the design-build team. The interview session is anticipated to be approximately five to six hours in length and include a two to three hour design charrette. The second interview, approximate a week after the first, will be 90-minutes in length and held virtually. The goal of this second interview is to assess the team's approach to virtual collaboration and to allow a second opportunity to explore the Design-Build team's interactions and opportunity to verify what you heard from WSU during the first interview.

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

The design-build proposer will have limited time to prepare for this interview. This is intentional, as the University wishes to respect the investment made by proposers pursuing this project. The University believes that the dialogue and interaction at the interview should reflect the true iterative abilities and nature of the design-build proposer; to show a meaningful exploration of issues and ideas; to illustrate a process of establishing priorities through the consideration of choices and alternatives; and to demonstrate how the design-build team will engage the university team and facilitate a meaningful stakeholder-driven design process. The University wishes to see

how the design-build proposers frame issues and choices, how the stakeholder group is engaged, how priorities are established, and how the design process may truly be transparent and understood such that the university stakeholders feel invested in the design as it develops.

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

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

### REQUEST FOR PROPOSAL EVALUATION

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

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

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

### HONORARIUM

Progressive Design-Build reduces the submittal efforts by the Design-Build team. The University acknowledges that there is a limited level of design required by the proposers to prepare for the Finalist Interview and would like to generate meaningful competition among proposers. Therefore, an honorarium in the amount of \$25,000 will be paid to each of the unsuccessful proposers upon award of the contract to the successful team.

### CONTRACTING PROCESS

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

## V. SUPPLEMENTAL INFORMATION

### CONTRACTING FORM

The University will use a Design-Build, Cost plus fee with a GMP which will be included by addendum promptly included herein for Design-Builder's review.

**PUBLIC DISCLOSURE**

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

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

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END OF REQUEST FOR QUALIFICATIONS