



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

February 6, 2025

For

**Washington State University Spokane
New Indigenous Health Simulation Center**

By

Facilities Services, Capital

Statement of Qualifications Deadline: March 5, 2025, 3:00 pm

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INFORMATIONAL ITEMS

- 1. Health Education & Research Building R-Sheets 12/20/2024
- 2. WSU Design Guidelines and Design & Construction Standards downloaded 2/6/2025
<https://facilities.wsu.edu/facilities-services-capital/design-standards/>
 - 2.1. Project Deviation Log (provided upon award).
- 3. Project Manual 2/6/2025
- 4. WSU Spokane IT Standards 4/2/2013
- 5. 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 Native American Health Sciences (NAHS) department's new Indigenous Health Simulation Center (IHSC). The project is located in the Health Education Research Building (HERB) on the WSU Spokane campus. The University is utilizing the Design-Build alternative public works contracting procedures authorized under chapter 39.10 RCW.

- The Design-Build Method brings value to university projects, transforming the relationship between designers and builders into an alliance that fosters collaboration and teamwork.
- This delivery method provides the opportunity to assemble the ingenuity of the industry in proposing innovative solutions.
- Design-Build provides opportunities to realize efficiencies in the complete delivery of university projects.
- This facility is a highly specialized simulation and research facility, and the design build approach will be highly beneficial in developing the construction methodology

Washington State University seeks collaborative partners who are committed to a progressive design-build process on the new IHSC. This process shall be truly integrated (design and construction mutually informing the development of the project) and shall engage stakeholders to ensure a solution that is well integrated in the existing HERB Building.

In addition to the specific scoring criteria noted below, WSU would also like to emphasize the following concepts to be considered during the selection process:

- Local and diverse Design-Build teams are encouraged to consider this project.
- Design-Build team needs to be responsive and engaged in considerate and timely approaches to design interactions.
- This project is intended to be a showpiece for the NAHS department.
- Design-Build team's ability to work efficiently and effectively with WSU to develop a design concept and execute the work.
- Reducing and controlling the overall cost of construction. Challenging the assumptions of design and construction to create the most economical approach to the project.

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:

Kendra Kurz, Project Manager
kendra.kurz@wsu.edu
Phone: 509-368-6954

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

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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 ParticipantsJerry Crowshoe, Assistant Director of Native American Health Sciences, WSU Spokane Health Sciences

Jerry has an MA degree from Gonzaga University in Community Counseling. Mr. Crowshoe joined WSU in 2022. During this time, he has helped create and launched several pathway programs and learning opportunities including the OLD WAYS (Opportunity Learning Diversity, Wisdom, And Yesterday's Stories) Summer Learning Program for first and second year students, and the Indigenous Healing Perspectives Certificate which is geared towards enhancing current and future healthcare professionals' knowledge and proficiency practices when working in healthcare or other settings that serve Indigenous communities. Mr. Crowshoe provides both consultation and educational opportunities exploring the relationship between western medicine and traditional knowledge. Jerry will oversee the operations of the IHSC when it is complete.

Eric Smith, Director of Facilities and Capital Projects, WSU Spokane Health Sciences

Eric has spent most of his 29-year career as a municipal engineer working as a consultant on various water, wastewater, and transportation projects across Central Washington. After joining WSU in 2019, Eric has been involved in various projects across the Spokane Campus, including the renovation of the Phase One Building which was completed using the Progressive Design-Build method of delivery. Eric is a registered professional engineer and a graduate of Washington State University. He will provide support and backup for Kendra on this project.

Kendra Kurz, Facilities Project Manager, WSU Spokane Health Sciences

Kendra has been in the construction and interiors field since 2001, with a BA in Interior Design from WSU. She spent the first part of her career with a focus on architectural hardware and openings, then made the transition to hospitality, residential, and commercial design work. Kendra has worked on many Spokane Campus projects, including the Team Health Education Building, the Medicine Building, the Sleep and Performance Research Lab, student fitness center (U-FIT), and the NAHS Student Center. She will be the Project Manager on this project.

Jon Schad, Campus Facilities Executive, WSU Spokane Health Sciences

Jon has supervised and managed facilities operations at Seattle Community Colleges and Spokane Community Colleges for the first ten years of his career. He transitioned to managing operations and auxiliary services for Washington State University Spokane in 1998 and just completed his 26th year. He has participated on each of the design teams for WSU Spokane since 2006. Jon's focus on the campus will ensure that the building is operationally programmed across the campus standards. Jon's focus on the operational aspects of the campus will ensure that the renovations associated with this project meet maintenance standards.

Jason Baerlocher, Senior Project Manager, Facilities Services, Capital

Jason is currently a senior project manager for WSU, a position he has held for the past 12 years. Prior to his time at WSU, he spent 14 years as a Project Manager for a commercial contractor focused mainly on negotiated, private sector projects. Jason has managed many Design-Build projects, since joining WSU he has been very involved in improving the way projects are procured, managed, and implemented at WSU. Jason will be involved throughout the project providing experienced leadership and helping create the culture necessary for a successful project.

OWNER CONSULTANTS/TECHNICAL SUPPORT NOT ELIGIBLE TO PARTICIPATE

There are no consultants or technical support teams that are prohibited from pursuing this design-build opportunity.

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 just under 400 individuals, they also operate, maintain, and improve the Pullman Campus's buildings, grounds, utilities, and related services.

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

II. PROJECT INFORMATION**DESCRIPTION**

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

WSU Spokane, through the office of NAHS, began planning in 2021 to develop the IHSC. The intended outcome of this project is the development and renovation of space within the HERB Building that is guided by Native healers from tribes across the state of Washington.

The IHSC will provide information and develop skills necessary to decrease harms caused by unintended implicit biases and missteps caused by western healthcare professionals. The provider-patient relationship and trust are key to engage, increase, and sustain visitation rates. Native healers will engage with students and faculty- providing knowledge of past experiences, historical and traditional education, and best-practices to enhance the provider-patient relationship. This shift will be seen locally, statewide, and nationwide and will encourage future and current providers to change their approach to patient-centered care of Native Americans. WSU looks forward to working with the selected team to find the appropriate specialists for this project.

This project has a diverse group of stakeholders that will be actively involved throughout the design and construction phases from a wide variety of cultural backgrounds. We are looking for a Design-Build team who can support WSU and connect with the diverse team that has a vested interest in this project.

The project will be within the HERB building in vacated spaces as identified in the R-sheets provided with this RFQ. The second-floor space is approximately 1,040sf and was envisioned within the original grant as a clinical and hospital simulation suite designed around a modern Indigenous traditional healing modality.

Additionally, on the fourth floor of HERB is indoor and outdoor rooftop spaces adjacent to an NAHS community meeting room that, design dependent, may be another component to the project to accommodate medicinal plants and traditional outdoor tribal space.

The HERB building was originally constructed in 1992, the first building on what is now the WSU Health Sciences Spokane campus. In addition to accommodating NAHS, HERB houses programs within the College of Medicine (Nutrition and Exercise Physiology, Community and Behavioral Health), as well as a vivarium located in the basement.

Funding for this project is a mix of private donations and a U.S. Department of Health and Services Health Resources & Services (HRSA) Grant issued fiscal year 2024. The project has related federal procurement and reporting requirements. Davis-Bacon labor requirements do not apply on this project.

SITE VISITS

WSU will provide reasonable access to the Project Site. Access will be coordinated with the Point of Contact.

PROCUREMENT AND PROJECT MILESTONE SCHEDULE

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

- | | |
|---|--------------------------------|
| 1. Issue Request for Qualifications (RFQ): | February 6, 2025 |
| a. Deadline for Questions and Clarifications: | February 26, 2025 |
| b. <u>Statements of Qualifications due:</u> | March 5, 2025 3:00 p.m. |
| c. Optional phone interviews | March 10, 2025 |
| d. Announce Shortlisted Proposers: | March 12, 2025 |
|
2. Issue Request for Proposals (RFP): |
March 19, 2025 |
| a. RFP Informational Meeting: | March 20, 2025 11:00 a.m. |
| b. Finalists Interviews: | March 26-28, 2025 |
| c. <u>RFP Submittal deadline:</u> | April 3, 2025 |
| d. Announce Final Team: | April 10, 2025 |
|
3. Execution of the Agreement: |
April 17, 2025 |
|
4. Construction Completion: |
November 2026 |

GUARANTEED MAXIMUM PRICE (GMP)

The Guaranteed Maximum Price (GMP) Design-Build budget for this Project will be \$1,050,000.00. The GMP shall include all design and construction costs, contingencies, indirect and reimbursable expenses, and fees to complete the Project. The GMP does not include Washington state sales tax, see Section 00 50 00 – Agreement between Owner and Design-Builder.

III. STATEMENT OF QUALIFICATION REQUIREMENTS AND CRITERIA

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 11 x 17 (A3) and limited to two single pages for all submittal information. Font size to not be less than 10 point, no links within the content will be reviewed and any pages beyond the three pages will not be reviewed.

1. Design-Build Team Organization and Responsibilities

- Title with project identification.
- Provide Design-Build Point of Contact name and address, including email and phone number for correspondence throughout the procurement process.
- Describe the proposed Design-Build Team for both design and construction portions of the Project, including team members, the organization, and the responsibility of each Team member.
- Provide abbreviated resumes of the key individuals working as the Design-Build Team. Resumes to focus on experience relevant to this project and why they are being proposed for this project.

2. Design-Build Team Experience

- Provide the proposed Design-Build Team members' collaborative experience and demonstrated competence in higher education or equivalent facilities, especially those within the health sciences disciplines and/or Tribal communities.
- Highlight any experience the proposed project team members have in working with federal grant-funded projects.
- Explain why this team was assembled for this project. Demonstrate how the proposed members will work together to complement each other's strengths.

3. Project Approach

- Discuss your team's approach to coordinating programming efforts with WSU and WSU's Tribal partners.

- b. 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.
- 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. 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.

4. Business Equity and Diverse Business Inclusion History:

- a. 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 address access to opportunities, capital and training for certified by OMWBE Small and Diverse Businesses (OMWBE), identified women owned business (WBE), identified minority owned business (MBE), identified small business (SBE), and veteran owned business (VBE) within your firm, sub consultants, subcontractors, suppliers, etc.

Small and Diverse Design-Build Proposers respond to the following question b. only. All other Design-Build Proposers respond to questions c. and d. below:

- b. Describe the processes, tools and path you took to success in the Design-Build (or Design, or Construction) market. What were the opportunities, programs or support, if any, that provided the greatest growth for your firm. What, if any, barriers have had to be overcome.
- c. Provide the following summary level data demonstrating the DB team's past performance in utilization of small business entities and office of minority and women's business enterprises certified business for a minimum of three projects within the last five years:
 - a. Project Data:
 - i. Total Project Cost (aka GMP, amount contracted to the project owner inclusive of DBs Work)
 - ii. Value of Work by OMWBE Certified Firms
 - iii. Value of Work by Qualified Firms (those firms who meet the definition but are not certified in the State of Washington and all other certification types).
 - iv. Date of Award and Date of Completion (if applicable).
- d. Provide three example case studies which do not have to be part of the projects noted above to represent the DB team's past performance in utilization of small business entities and office of minority and women's business enterprises certified businesses. Include as many of the items listed below in each case study as possible:
 - a. Firm Name
 - b. Subcontracted Tier
 - c. Type of Work Performed
 - d. Certification Type
 - e. Contract Value
 - f. Length of time in business at the time of the project.
 - g. How many times have you contracted with them previously and or since this project?
 - h. What did you do to make them successful? Or not?
 - i. Other items of interest.

5. 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, L&I/DOSH, 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, and designer-of-record.
- 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-Build 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-Build, 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-Build, 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, subcontractors, and consultants not explicitly identified within the SOQ.

If clear determination of the shortlist is not possible based solely upon SOQ's, the University may, at its discretion, invite the highest ranked respondents (no more than six) to a phone 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 this interview. Extensive preparations on the part of the Design-Build are expressly discouraged for this potential interview.

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

1. Design-Build Team Organization and Responsibilities	30 points
2. Team Experience	25 points
3. Project Approach	30 points
4. Business Equity and Diverse Business Inclusion History	15 points
5. Safety, Financial, Legal	Pass/Fail
Total	100 points

STATEMENT OF QUALIFICATIONS SUBMISSION AND DEADLINE

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

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

Respondents are responsible for checking the website prior to the submission of their SOQ for any addenda. If you are unable to download the addenda notify the Point of Contact. SOQs must be submitted via email in PDF Format no later than **3:00 PM on March 5, 2025**. SOQs are to be emailed to contracts@wsu.edu and copied to kendra.kurz@wsu.edu. A confirmation of receipt will be sent to the submitting party, and a list of responding firms will be posted at the website above shortly after the submission time has passed. Respondents are responsible for ensuring and confirming receipt of the SOQ by the deadline stated above. SOQs received after the deadline will not be considered.

SELECTION OF RFP SHORTLIST

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

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

finalists will be responsible for paying for all their expenses in preparing for and attending their interview.

PROTEST PROCEDURES

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

IV. RFP SELECTION PROCESS

RFP RESPONSE PERIOD

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

An important element of this RFP stage of the selection will be an interview in person, at WSU Spokane. WSU looks forward to each demonstrating the process and technology they will use as it applies to the design and construction of this project. The goal of this interview is to understand the working relationship and the design process of a design-build team. The interview session is anticipated to be approximately two hours in length. Attendees at the interview will be limited to 4 representatives from the Design-Build team in total. 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 University team wishes to understand the iterative, explorative nature of the design-build teams' process and how the design-build teams are able to do so within the established goals of the project. Issues relevant to this work session are an understanding of the breadth of critical issues and drivers that may influence the core understanding of the project; an exploration of programmatic elements that are seen as critical and opportunities for enriching the project; or other aspects of the program which may influence the evolution of a solution. The design-build teams should be prepared to discuss cost and scope relationships during this exploratory process. This includes the team's approach to the design deliverables during the initial design period to validate the 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 in 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 finalist proposers will be responsible for paying all their own expenses associated with the Finalist Interview.

REQUEST FOR PROPOSAL EVALUATION

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

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

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

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 \$2,500.00 will be paid to each of the unsuccessful proposers upon award of the contract to the successful team.

CONTRACTING PROCESS

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

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

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

V. SUPPLEMENTAL INFORMATION

CONTRACTING FORM

The University will use a Design-Build, Cost plus fee with a GMP which is 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(6) or the selection process is terminated.”

END OF REQUEST FOR QUALIFICATIONS