REQUEST FOR PROPOSALS - DESIGN BUILD SERVICES FOR THE Art & Music Renovation Phase 1: Art Building
Submittal Deadline Date: No later than 3:00pm, June 25, 2021

INTRODUCTION
The University of Washington (University or UW), through an evaluation committee, has evaluated SDQ’s in response to the previously issued RFP. Based on that evaluation, the UW is inviting the Finalists to respond to this Request for Proposals (RFP). This is the second step in the process for the selection of a Design-Builder. The RFP phase is for Finalists to present their approach to delivery of the project from Project Definition through Transition to Occupancy and Closeout, and to demonstrate why they are the best fit for the project.

This RFP supplements the Request for Qualifications (RFQ) by providing general information, the RFP evaluation criteria, the Price Factor Form, and the proposed Division 01 sections applicable to this project. The terms of the RFQ are still in force and effect, except where expressly modified by this RFP.

Art and Music Renovation Phase 1: Art Building
The first phase of the Art/Music Renovation Project will renovate a portion of the first floor of the Art Building, including the following scope: expansion of the Jacob Lawrence Gallery, courtyard improvements, expansion of the ceramics studio, updates to the lampworks studios, and improvements to the Wood Shop.

PROJECT GOALS AND PROJECT SCHEDULE
Refer to the RFQ dated April 13, 2021 for the project goals and schedule.

PROJECT CHALLENGES AND REQUIREMENTS
Finalists will need to demonstrate in their Proposal their approach to delivering the project and how they will manage the project challenges and requirements as described below:

The primary goals of the Art Building Renovation Project are to invest in learning environments and gathering spaces and to establish a creative hub on the first floor of the Art Building that supports both the studio side and the gallery side. Finalists should describe their approach to the challenge of designing and constructing both of these important programmatic functions. How will teams engage with the various stakeholder groups, including staff, faculty, and students? How will teams work to resolve potential conflicts between stakeholder groups?

The Art Building Renovation Project is a budget-driven project with no additional available funding. Finalists should describe their approach to fulfilling an essential program with a wide range of demands with a tight and limited budget. Furthermore, finalists should describe their approach to managing the risks inherent with projects in older buildings with potential for unforeseen conditions. How will the design build team work with UW to manage risk and contingency? How will the design build team manage cost in order to include the full scope identified for this phase of work?

Lastly, this project will have significant challenges with permitting with city of Seattle and additional Authorities Having Jurisdiction, specifically regarding potential schedule impacts. Finalists should describe their approach to managing the permitting process relative to both schedule and scope impacts. How will the team manage these risks and ensure they do not adversely impact the project?

RFP SOLICITATION PROCESS SCHEDULE
| Last day for request for information | June 11 |
| Last addendum issued for RFP | June 14 |
| Proposals due at 3:00 pm | June 25 |
| Office Visit | July 13 |
| Proposal ranking & notification | July 16 |
| Execution of DB Contract | July 26 |

BUDGET
The project budget is $7.3 million. The University’s target budget for all work to be provided by the Design-Builder under the design-build contract is $5.2 million exclusive of Washington State sales tax.

HONORARIUM
In acknowledgement of the level of effort required to submit a Proposal and prepare for an interview/office visit the unsuccessful Finalists will be paid an honorarium of $2,500.

APPRENTICESHIP
Mandatory apprenticeship goals of at least 15% of the total labor hours worked is required. The Owner has determined a monetary incentive of $500 for meeting the goals and a $500 penalty for not meeting the goals.

REJECTION OF PROPOSALS
The University reserves the right to reject any and all proposals at any time for any reason. In the event the University does so, it shall provide its reasons for rejection in accordance with RCW 39.10.330(2).

COMPLIANCE
Each Finalist submitting a proposal in response to the RFP must be in compliance with RCW 39.04.350 and 18.27 RCW at the time of proposal submittal. The successful Finalist must submit a Certification of Compliance with Wage Payment Statutes upon award of the Preliminary Agreement.

RFP DOCUMENTS:
All documents associated with the RFP will either be provided directly to the Finalist or can be obtained from the PDG website at https://facilities.uw.edu/projects/business-opportunities/contracts-forms.
RFP Attachment 1 – Price Factor Form
RFP Attachment 2 – Guidelines for preparing and submitting your A3 RFP (website)
RFP Attachment 3 – Division 01 General Requirements (website)
RFP
Each Design-Build team should submit a Proposal with their responses to the criteria described in this RFP. The Proposal shall be done in A3 format, consisting of three (3) single-sided 11x17 pages; a one-page cover letter; tables of contents; tab/section dividers that do not contain significant content, and an appendix containing the Business Equity Inclusion Plan, a two-page Accident Prevention Program, the Price Factor Form, and any exceptions to the Contract Documents. Proposals and Appendix should be sent to projects@uw.edu via electronic mail by the date indicated on Page 1.

RFP EVALUATION CRITERIA AND RANKING
Finalist responses will be rank-ordered for each of the evaluation criteria based on which Finalist has the “best”, “better”, or “good” approach or plan. The UW will use those rankings, and the price factor to determine the firm most likely to meet the project goals and deliver the highest quality of project. Finalists should review the A3 Guidance Document for Submitting your Proposal before preparing their RFP response. Brevity will be required, and clear, concise communication is valued.

Statutory evaluation factors from RCW 39.10.330 are listed next to each criteria.

- **Price Factor**
  - Provide the home office overhead and profit of the firm (or joint venture) that would be the contracting entity as a percentage of all direct costs to be invoiced during the second contract period. Provide in Appendix.

- **Acceptance of Contract – Pass/Fail**
  - Each Finalist must affirm the terms and conditions of the documents are acceptable, or describe the reasons for the exceptions and provide alternative language for consideration by the UW. The UW may not agree with requested changes and will negotiate with the second-highest ranking Finalist in the event agreement cannot be reached. Provide in Appendix.

- **Management Plan to Meet Time and Budget Requirements**
  - After receipt of the proposals but before ranking of the proposals the evaluation committee will hold a scheduled meeting with each Finalist. The focus of the office visit should be on the Finalist’s office visit to be held at either the Finalist’s office or on the UW Campus. The primary members of your proposed team should be in attendance. Given the brevity of the RFP response, the focus of the office visit should be to expand on the Finalist’s approach to delivering the project, as well as to convey other any other important information not requested or provided in the RFP response. The UW may also provide additional discussion topics to be addressed. Additional information is available in the Guidance Document.

- **Business Equity Inclusion Plan**
  - Submit an initial BEE Inclusion plan that describes your proposal for including BEE’s on the project, including your approach to insurance and bonding requirements. State your voluntary goals for overall small and diverse business inclusion but also any sub-goals (e.g. 20% overall, 15% of the 20 to minority and women owned). Each proposal should outline strategies for project definition, design, construction, services, supplies, consumables and strategies for inclusion at every tier and level of work. Provide in Appendix.

**Accident Prevention Program**
Summarize the firm’s accident prevention program and implementation, including safety at the project interface and operational safety of the built environment. Not to exceed two pages. Provide in Appendix.

**Defining and Executing the Work**

- **Part 1: Project Definition**
  - Describe your approach to providing cost, quality, and procurement options for the UW to consider in defining the scope to be provided for the available budget.

- **Part 2: Achieving Design Excellence at reasonable cost**
  - Design excellence - which we could boil down to “Firmness, Commodity, and Delight” (credit to Vitruvius) - does not always equal high cost. Taking your examples provided in your SOQ, explain how the approaches taken could be considered for this project. For each project, include the completed construction cost per square foot, year completed, and total project square footage.

- **Part 3: Integrated Project Delivery**
  - Using the above or other examples, please show how you maximized collaboration and value. What does integration look like on this project, and what tools and methods will you employ to achieve an optimum level of integration?

- **Part 4: Firm DNA**
  - Present the methods and practices that you will implement on this project to foster a high-performing team? How will you maintain that cohesive team culture throughout the project?

- **Part 5: Management Approach**
  - Using the team organizational structure submitted with your SOQ, expand on your management approach to this project, including managing the work of all team members.
    - Discuss your approach to selecting team members and how you determine whether the work should be procured via a fixed price or a reimbursable cost basis.
    - Discuss how your team proposes to work with the various UW stakeholders and campus partners to get their input and enable good and timely decision-making.

- **Part 6: Project Risks**
  - Discuss or provide an example of your approach to risk management and contingency usage.
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  - Discuss three relevant and critical risks for this Project. Provide a brief narrative for each risk describing why the risk is critical, the impact the risk will have on the Project, and strategies that may be implemented to address the risk.

**Business Equity (past performance in utilization of BEE)**
Submit an initial BEE Inclusion plan that describes your proposal for including BEE’s on the project, including your approach to insurance and bonding requirements. State your voluntary goals for overall small and diverse business inclusion but also any sub-goals (e.g. 20% overall, 15% of the 20 to minority and women owned). Each proposal should anticipate known scopes for project definition, design, construction, services, supplies, consumables and strategies for inclusion at every tier and level of work. Provide in Appendix.