

October 19, 2020

**REQUEST FOR QUOTE:
UNIVERSITY OF WASHINGTON TOWER COMPLEX
EXTERIOR CLADDING REPAIRS – CONSULTING SERVICES**

Background

University of Washington, through UW Facilities department (UWF), is seeking quotes from experienced Consulting firms to be the owner's representative to perform consulting and project management services for the Exterior Cladding Repairs at the University of Washington Tower (UW Tower), located at 4333 Brooklyn Ave NE, Seattle.

The University of Washington Tower complex is composed of four buildings (not including the two parking structures) located in Seattle, Washington at NE 45th Street and Brooklyn Avenue NE. Buildings at the UW Tower complex are generally cast-in-place concrete structures that are clad with architectural precast concrete panels. Windows are inset ribbon windows that are generally single glazed in stainless steel frames. Sealant joints installed at precast joints and windows are currently a mix of materials and are failing and in need of replacing. The project includes cleaning and sealing exterior concrete panels, and removal and replacement of all exterior sealant joints at the precast concrete and around windows.

EXTERIOR CLADDING REPAIRS

Preliminary repair scope includes:

- At joints between precast concrete cladding and between cladding and window frames, remove all traces of existing sealant material, clean and prime joint surfaces to receive new sealant, and install DOW 790 silicone sealant (color to be determined) over continuous closed-cell backer rod.
- At architectural precast concrete cladding, clean exposed surfaces using ProSoco Enviro Klean 2010 All Surface Cleaner or approved alternative. Follow manufacturer's instructions for protection of adjacent materials.
- Seal existing architectural precast cladding with Sure Klean Weather Seal Siloxane PD or approved alternative.

The selected firm(s) will work under the direction of UW Real Estate (UWRE)/ UW Tower Facilities and may work closely with Environmental Health and Safety and other campus entities, as appropriate.

Scope of Work

CONSULTANT SERVICES:

The general scope of service includes, but is not limited to:

1. To serve as the Designer of Record
2. Preconstruction services, including design, construction, and engineering documentation.
3. Construction administration
4. Review the work, including final reviews, inspections and occupancy

5. Quality assurance, quality control, safety, and quality standards review throughout all project phases

I. Design Phase

- Preliminary evaluation of the UWF's scope requirements, schedule, budget, and program
- Conduct site visit(s) to review existing conditions, develop, and confirm the scope of repair for sealant replacement at perimeter of IGUs.
 - *Note: Site visits will need to be conducted in accordance with UW Covid-19 guidelines and safety policies*
- Develop final scope of work
- Prepare the technical specification/construction documentation for repair and renewal work, to include description of materials, components, products to be used for completion of the work
- Incorporate all applicable building, quality, and industry standards in the work specifications
- Oversight and review contractor site specific safety plans
- Participate in all required meetings with the contractor and UWF project team

II. Project Administration

- General construction administration. Provide overall guidance throughout the project with respect to the progress of the work, budgeting, schedule, and nontechnical issues
- Assist in the technical review of bid responses and make recommendations to UWF for contract award
- Review all work, submissions and manage pay applications and change orders
- Provide assistance with obtaining required permits

Project Completion

- Ensure the correction of deficiencies and coordinate satisfactory completion of the work.
- Evaluate the work following issuance of Certificate of substantial completion
- Develop, monitor, and close out punch list in collaboration with UWF
- Ensure Contractor provides, permits, warranties, and other close-out documents before final payment
- Issue acceptance and final completion

Please refer to attached documents drawings and photographs for additional information.

Site visit:

UW will offer an optional site visit. The site visit will be on Wednesday October 28, 2020 at 1:00 PM. Please RSVP Troy Swanson at troy2@uw.edu and copy uwfbuy@uw.edu by Monday October 26 to confirm your attendance and receive location details. Please included the number of attendees and vehicles. Masks will be required.

RFP Questions:

Please submit any questions you have on the RFP by the date outlined in the To Submit section. Questions should be submitted to uwfbuy@uw.edu. Questions may be submitted in the body of the message or as a Word or Excel attachment. Any questions submitted by one participant will be shared with all participants so please submit questions such that they do not reveal any confidential or identifying information. Please do not include any information that you do not want visible to other participants. Similar questions may be consolidated by UWF to reduce redundancy.

As noted above, we ask that all communications during the RFP process go through the uwfbuy@uw.edu. Contacting any other UWF employee may result in disqualification.

Minimum Qualifications:

1. Licensed to do business in the State of Washington.
2. A minimum of five (5) years' experience designing and managing similar work on commercial buildings.

Submittal Requirements & Evaluation Criteria:

Please prepare an organized response that addresses the following criteria. Each firm's SOQ is limited to five sheets of paper, printed double-sided (10 sides). Please acknowledge the UWF Form of Contract, and addenda issued. Please feel free to attach a cover letter that is on your firm's letterhead and includes contact information.

- **Relevant Experience and Approach (45 points)**
 - A brief narrative that demonstrates your understanding of the project and proposed approach
 - List five projects of similar scope and size that you have previously managed.
 - In one page, outline a preliminary scope of work and schedule, phased according to each task.
- **General Qualifications and Key Personnel (25 points)**
 - Description of your firm's general qualifications to perform the Scope of Work. Please include State of Washington UBI number, the size of the firm, years in business, and resources available to support the project.
 - Include an organizational chart of the team that you are proposing to support the UWF program and describe how you would set up your team to manage the UWF account.
 - Include copies of resumes. Maximum of two pages/person.
- **Overall Value Proposition (20 points)**
 - Please describe, based on your experience and success with other similar projects why you feel UWF should select you as our consultant?
 - Excluding price, what additional value can your firm provide to UWF?
- **Business Equity Inclusion (10 points)**
 - Consultant may need to subcontract services (e.g. electricians, plumbers, etc.) to complete the project. Please discuss a project where your firm coordinated with specialty firms or subcontractors to accomplish the project. Please include approach to identifying partners, coordinating schedules, or similar. Be sure to include a discussion around utilization of **Business Equity Enterprises (BEE)** (diverse firms) in your work. If you are yourself a diverse firm, please indicate. (Note: the UW's program around diverse business inclusion is focused on subcontractor/2nd tier opportunities.)

Evaluation Criteria	Points
Experience and Project Approach	45
General Qualifications and Key Personnel	25
Overall Value Proposition	20
BEE Utilization	10
Total	100

To Submit:

Please submit your quote to uwfbuy@uw.edu before 5 pm on November 13, 2020 for consideration. Questions can be submitted by 5 pm, November 3, 2020. Quotes should be on your company letterhead, acknowledge the UWF date, and your ability to meet all requirements.

Additional Submittal Requirements:

Submit as a separate attachment your cost proposal detailing each phase of the scope. Please provide your hourly rate schedule for each job title. UWF may opt to move to a fixed price model for specific phases and services, however, this option will be evaluated with the chosen Consultant.

Safety Requirements:

Prior to issuing a Notice to Proceed, the Awarded Contractor may be required to provide a site-specific safety plan, and or job hazard analysis which includes any COVID-19 work practice safety requirements. UWF reserves the right to have a 3rd party review and approve any safety requirements.

ATTACHMENTS AND EXHIBITS:

- Attachment A – Agreement for Professional Services
- Exhibit 1 – UW Tower

IMPORTANT

1. The EXTERIOR CLADDING REPAIRS work as described in the work scope will commence on March 1, 2021 and must be completed at a date to be agreed upon by both parties.
2. The University intends to utilize its standard Agreement for Professional Services for the work.
3. This submission must remain valid for 90 calendar days from the due date.