



The City of Seattle
Department of Finance and Administrative Services (FAS)
Capital Development & Construction Management (CDCM)

ADDENDUM 3
RFQ# CDCM 2013-04
New North Precinct Police Station

The following sections of the RFQ are revised as follows.

1. Addendum 1 is negated. Strike Section 6 Insurance Requirements in its entirety and replace with the following:

Insurance Requirements: Formal proof of insurance is required to be submitted to the City before execution of the Contract, and the City will remind the apparent successful Consultant in the Intent to Award letter. The apparent successful Consultant must promptly provide such proof of insurance to the City in reply to the Intent to Award Letter. Contracts will not be executed until all required proof of insurance has been received and approved by the City. Consultants are encouraged to immediately contact their Broker to begin preparation of the required insurance documents, in the event that the Consultant is selected as a finalist. Consultants may elect to provide the requested insurance documents within their submittal.

Any Consultant(s) selected from this solicitation will be required to provide the following evidence of insurance for the entire term of the contract:

- \$2,000,000 Professional Liability
- \$1,000,000 Commercial General Liability
- \$1,000,000 Auto Liability
- Must provide Workers Compensation

Additional Q&A

The following are questions and answers received after the pre-submittal meeting held July 11 and before the deadline for additional questions July 17.

- 1) *For the majority of the firms pursuing the North Precinct project, \$5M is still in excess of the limits that most companies carry (for professional liability coverage). I make this observation based on the firms that I saw attending the pre-submittal. It would be more typical that firms would carry \$2M. Specific Project Excess insurance for a project the size of the North Precinct (+/- \$35M), assuming a completion date in 2018 and a three year tail to the policy, could cost as much as \$100,000 - \$120,000 for a firm that currently has \$2M in Professional Liability Insurance.*

Question 1. If Specific Project Excess insurance is needed to meet the Professional Liability Insurance requirements of the project, will the amount of the Specific Project Excess be a reimbursable to the project?



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Please see item 1 above.

Question 2. Is the entire design team required to meet the PLI requirement, or only the prime consultant?

The City requires the prime consultant to provide evidence of the appropriate insurance coverages. It does not require evidence of insurance from the subconsultants.

2) *Does the WMBE Inclusion Plan count toward the 60 page limit?*

No. We have specified that the City's required compliance documents, which include the Consultant Questionnaire and the Consultant Inclusion Plan, will not count toward your page limit.

3) *I attended the pre-submittal meeting but am unable to locate my name on the bidders list for the project. Can you help?*

The sign in sheets were included in Addendum #2 posted to this solicitation on eBid Exchange. Once you've clicked on the North Precinct RFQ solicitation, go to the 'documents' tab and expand all the folders.

4) *I have two questions on the WMBE requirement: Firstly, an engineer is listed as a WMBE. They are currently working in another engineer's office, using their resources as required because of the size of their staff. The host engineer has used them as a subcontractor on projects and is more than willing to do the same to have them assist on the North Precinct project using a predetermined split of work and fees. Would our team be able to count their assistance towards a WMBE percentage with the host engineer as the prime?*

The listed WMBE firm would count toward the WMBE percentage, while the host engineer, who has no WMBE status, would not increase your inclusion plan percentage.

Secondly, a subconsultant has told us that the City of Seattle has allowed them to self-designate their firm as a WMBE even though they are not included in the OMWBE Directory. Will the City recognize their designation as a WMBE?

Seattle Municipal Code 20.42 .020 defines WMBE firms as at least 51% owned by women and/or minority (including, but not limited to, African Americans, Native People, Asian and Latino). To be recognized as a WMBE, firms must register and self designate (using the SMC as your guideline) on the City's Online Business Directory at <https://wald1.seattle.gov/dea/registration/Default.aspx>. The City does not require State certification. Federally-funded projects require Disadvantaged Business Enterprises (DBE) firms certified by the Washington State Office of Minority and Women Business Enterprises (OMWBE).



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- 5) *With a MACC of \$35 million (as stated in the pre-submittal meeting) and using Washington State Guidelines for determining A/E fees, the potential prime consultant fee would be above \$2M. Therefore, does this project require a MWBE coordinator as part of the consultant team?*

Yes, as outlined in the Consultant inclusion Plan posted to the eBid solicitation. The coordinator may be someone on your staff. Miguel Beltran in the City's Purchasing and Contracting Services division can answer any questions about what constitutes compliance when designating a WMBE coordinator. He may be reached at Miguel.beltran@seattle.gov or PH 206-684-4525.

- 6) *Pg 8 of the RFQ says there is a \$10,000,000 professional liability insurance requirement. Is this correct or is it supposed to be the standard \$1M?*

Please see item 1 above.