
**Environmental Studies Renovation – Predesign
Request for Qualifications
PW808
August 3, 2023**



WESTERN WASHINGTON UNIVERSITY
ENVIRONMENTAL STUDIES RENOVATION, PW808
PREDESIGN SERVICES - REQUEST FOR QUALIFICATIONS

CONTENTS

- Request for Qualifications
 - Response Date: September 1, 2023
- Submittal Deadline & Instructions
- Purpose of the Predesign
- Submittal Requirements & Selection Criteria
- Selection Schedule

WESTERN WASHINGTON UNIVERSITY
ENVIRONMENTAL STUDIES RENOVATION, PW808
PREDESIGN SERVICES - REQUEST FOR QUALIFICATIONS

SUBMITTAL DEADLINE AND INSTRUCTIONS

Response Date: 3:00 PM PST, Bellingham WA local time, September 1, 2023

Qualifications will be received by Western Washington University from firms interested in providing Pre-design services for the Environmental Studies Renovation project.

Services are to include: programming, conceptual design, cost estimating, and development of a pre-design document meeting Washington [OFM's latest guidelines](#).

Firms must have an established record of excellence in programming, planning, design, and cost estimating with a strong background in institutional facilities, sustainability, and employment of OMWBE certified subconsultants.

At the discretion of the University, firms that are not physically located in the State of Washington may be asked to affiliate with a qualified, in-state firm acceptable to the University.

The anticipated budget range for consultant pre-design services for this project is approximately \$440,000.

For project information and required submittal information, please visit:
<https://cpd.wwu.edu/request-qualifications-rfq>

For questions and clarification during the RFQ response phase, please contact the project manager:

Forest Payne, AIA, DBIA, LEED AP
Project Manager & University Planner
Facilities Development & Operations
Western Washington University
Forest.Payne@wwu.edu

The University is requiring electronic submittals of the items listed below for this solicitation. Hard copy submittals will not be accepted. Submissions must be electronically delivered. A link for uploading your submission will be posted on this webpage: <https://cpd.wwu.edu/request-qualifications-rfq>. Please upload submissions no later than 3:00 pm on the date scheduled.

1. The University will use the time stamp on the submittal upload to determine timeliness.
 - a. Proposers are responsible for ensuring timely delivery of submittals.
 - b. The University is not responsible for Finalists' technical difficulties in submitting electronically.
 - c. Late submittals will not be evaluated.
2. Submittal format requirements:
 - a. Formatted in a single, searchable PDF.
 - b. Organized in accordance with the RFQ.

WESTERN WASHINGTON UNIVERSITY
ENVIRONMENTAL STUDIES RENOVATION, PW808
PREDESIGN SERVICES - REQUEST FOR QUALIFICATIONS

- c. Include PDF bookmarks for each section of the Qualification response, corresponding to the sections outlined under Submittal Requirements below.
- d. The submittal PDF shall not exceed forty (40) pages if formatted as 8.5x11 portrait, or twenty (20) pages if formatted as 11x17 landscape, not including insurance documentation.
- e. The font should be no smaller than 11 point, except for image captions which may be 8 point.
- f. The electronic submittal file name shall be formatted as follows: "PW808_ES Renovation – Qualifications_[firm name or abbreviation].pdf".
- g. Please limit file size to 40MB.

If issues arise in accessing the RFQ documents or the submittal portal, please contact the Project Manager listed above.

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

<https://cpd.wwu.edu/rfq>

Design teams are responsible for checking the website for any addenda prior to submission of Qualifications. If you are unable to download the addenda, you may contact the individual noted above.

WESTERN WASHINGTON UNIVERSITY
ENVIRONMENTAL STUDIES RENOVATION, PW808
PREDESIGN SERVICES - REQUEST FOR QUALIFICATIONS

PURPOSE OF THE PREDESIGN

This project is to complete a predesign for the renovation and modernization of the existing Environmental Studies Center (ESC) on the campus of Western Washington University, Bellingham, including a comprehensive analysis of strategies for swing space and programmatic continuity during the renovation processes, that meets the Department of OFM's latest predesign guidelines. Completed in 1973, the building (approximately 111,000 GSF) is home to WWU's nationally recognized College of the Environment, the Department of Environmental Sciences, the Department of Geology, general use classrooms, and other programs that support interdisciplinary learning and collaboration.

Background: A Brutalist Modern building in need of modernization & revitalization

The building is an exposed concrete structure designed in the "brutalist" architectural style by [Ibsen Nelsen & Associates](#), in association with The Bumgardner Partnership and Victor O. Gray engineering. Originally designed to house the Huxley [College of the Environment](#), the first such college in the country (and now called simply, College of the Environment), the building has been continually renovated with small projects over the course of its existence. The building is structurally well suited for intensive science use, but many of the building's mechanical systems are past their useful life, energy inefficient, and in need of major repair or replacement. Many of the building's programs have seen significant growth over the past few years, including the introduction of several new initiatives such as the Marine and Coastal Sciences program and the Planetary Science program, which houses the Mars Lab.

Additionally, the building's porous envelope has developed numerous cracks over the years, allowing water and air intrusion. The building's inflexible teaching space and technological deficiencies create challenges for Western to provide integrated learning, collaboration, modern instruction, distance learning, and program growth. Because the majority of the building's classroom and lab spaces (instructional and research) have not been renovated or modernized, ESC is ill-equipped to accommodate STEM-intensive uses without substantial renovation.

These challenges have limited the number of course sections the building can support at any given time, which is increasing students' time-to-degree in certain degree programs. The space constraints in the ESC have also restricted Western's ability to expand existing partnerships with outside agencies, including USGS Cascade Volcano Observatory, NASA, NOAA, Washington State Department of Natural Resources, the City of Bellingham, and Whatcom County.

The predesign will involve a deep assessment of the existing programmatic and functional uses of the facility and the building infrastructure systems currently in place supporting those needs. The consultant will perform a deep assessment of the needs for renewal, modernization, and code required upgrades, as well as analyze the existing structural system to gain an understanding of the suitability and adaptability to 21st century models of science instruction, research, and dynamic and interdisciplinary collaboration. General needs of the University will be considered, like the general use classrooms, the scientific technical support departments

WESTERN WASHINGTON UNIVERSITY
ENVIRONMENTAL STUDIES RENOVATION, PW808
PREDESIGN SERVICES - REQUEST FOR QUALIFICATIONS

currently housed in the building (AMSEC & SciTech) that support multiple research and instruction programs across campus, opportunities for student collaboration, and amenity spaces, like food services. Institutional principles of health, wellness, and ADEI principles will be explored and incorporated into the project goals. And, perhaps most importantly, the predesign will need to establish a viable swing space strategy. The team will consider options and strategies for developing temporary swing spaces or permanent relocation of the programs, functions, and occupants that will need to vacate the building ahead of and during the extensive construction period, including scheduling and sharing of existing compatible facilities across campus.

Project Intent

The consultant team will base their approach to this Predesign on information gathered from a review of existing resources, engagement with facility and program stakeholders, and the consultant's own analysis and expertise. The planning consultant may engage subconsultants with specific expertise as appropriate in developing any of the scope components.

Assessment & Analysis

- Establish Goals, Objectives, Benchmarks, and Guiding Principles to be carried out during the eventual design and construction phases and markers to judge success after the renovation is completed and occupied
- Energy systems and efficiency
- Exterior envelope restoration and efficiency upgrades
- Structural and building code compliance
- Historic preservation
 - Replacing or recladding the exterior envelope
 - Replacing or repairing the HVAC system, windows, and flooring
 - Addressing code compliance associated with ADA accessibility, asbestos, and restroom fixtures
 - Performing seismic remediation for necessary safety upgrades
 - Modifying interior space to improve utilization and student-faculty collaboration

The predesign will consider various alternatives for renovating the facility, including determining the most appropriate construction delivery method; finding ways to minimize impact to building occupants and other programs on campus during construction; considering development of new or renovated space for temporary use during construction or as permanent relocations of programs currently housed in the building; and considering whether to phase the construction. Renovation and modernization of this facility will remedy the current challenges identified above.

Programs Being Addressed: The ESC serves students engaging in learning and research activities, provides space for faculty research, and provides centralized access to specialized equipment for faculty, students, and regional industry partners through the Advanced Material Sciences and Engineering Center (AMSEC) and the Scientific Technical Services. The ESC also

WESTERN WASHINGTON UNIVERSITY
ENVIRONMENTAL STUDIES RENOVATION, PW808
PREDESIGN SERVICES - REQUEST FOR QUALIFICATIONS

serves and fosters partnerships with government agencies such as the long-term water quality studies done for the City of Bellingham by the Institute for Watershed Studies. Renovation will impact departments of two colleges, several research institutes and centers as well as several centrally scheduled classrooms and administrative offices.

Several units of the College of the Environment are located within the Environmental Studies Center: the offices of the College Dean, the Environmental Sciences department, the Environmental Studies Planning Studio, the Institute for Environmental Toxicology, and the Institute for Watershed Studies. The building is also home to the Geology Department, the interdisciplinary AMSEC, and the University's Scientific Technical Services unit. In addition, there are several general use classrooms and study areas in the ESC, as well as the Dean's offices for the College of Humanities and Social Sciences. Additionally, many spaces and programs that are part of the College of the Environment are housed in the neighboring Arntzen Hall.

Funding: This project will be seeking State funding. The facility is fully State-funded, and the University will not be seeking non-State resources to fund the project.

Sustainability/Building Deficiencies/ADEI: The ESC is one of the least energy efficient buildings on campus. The building remains serviceable but key systems have a poor condition rating.

HVAC, plumbing, and electrical limitations:

- All pre-existing air terminal devices and associated building controls require replacement. There are significant noise interruptions to student learning due to the aging bladder type air terminal devices. Recently, as part of selected classroom upgrades, modern Variable Air Volume terminal boxes have been used with good success for a localized solution.
- The fume hoods are running at constant volume resulting in large energy consumption. When air terminal devices are updated, the fume hoods controls should also be improved.
- The renovation will upgrade all lighting to LED and convert large motors to high efficiency models.
- Roughly 50% of the lab waste plumbing system is no longer available, resulting in increased maintenance and repair costs.

Exterior building envelope, window, and door problems:

- Exterior walls do not have insulation, vapor retarder, or air barrier.
- Numerous shrinkage cracks in the concrete have resulted in water and air intrusion.
- Windowpanes are oversized and detailed flush with the exterior face of the building.
- Sealants are the primary weather seal.
- Major leaks are ongoing at the southwest corners of the top floors and are currently visible within classrooms, impeding teaching and student learning.

Interior condition deficiencies:

WESTERN WASHINGTON UNIVERSITY
ENVIRONMENTAL STUDIES RENOVATION, PW808
PREDESIGN SERVICES - REQUEST FOR QUALIFICATIONS

- Vinyl floor tile and carpet flooring have outlived their life cycle and need renewal or replacement.
- Interior lab casework and window treatments are original and need renewal.
- Asbestos containing (ACM) finishes and insulation are found throughout the building and are cost factors for any work.
- The building has had many renovations in the decades since its construction, and the predesign will need to assess feasibility and necessity of preserving any of the more recent upgrades.

Code considerations:

- Comprehensive upgrading of ADA accessibility throughout the building, including in classrooms and labs
- Addressing ventilation deficiencies that constitute a serious safety issue for lab and classroom ventilation
- Correcting electrical system deficiencies
- Bringing the central atrium (~6 stories) into compliance with current fire codes

ADEI deficiencies:

- Efficient and inclusive interior circulation is hampered by narrow hallways and staggered floor levels.
- Restrooms will need to be substantially renovated to meet current codes and the University's mandate to have all restroom or changing facilities in major projects be designed for gender inclusivity.
- Adjacent to the building at its west end, there is a set of stairs that represent one of the most significant barriers to inclusive accessibility (shared pathways for wheelchair and ambulatory users) on the whole campus.

Health improvements:

- The proposed renovation will include replacement finishes with low volatile organic compounds (VOC) and low greenhouse gas (GHG) impact materials.
- Worn carpets will be replaced, eliminating existing trip hazards from wrinkles and ripped seams.
- Asbestos containing flooring and insulation materials will be removed wherever practical or be encapsulated if not cost effective to remove.
- The acoustic environment will be improved with noise absorptive panels to improve audibility.
- Mechanical source noise will be mitigated to eliminate distracting vibrations.

Backlog reduction: Restoration of the Environmental Studies Center would reduce Western's current renewal backlog by approximately \$12 million.

Overall carbon emissions are expected to be reduced by approximately 15%. This is enhanced by a renovation strategy which reutilizes the existing solid concrete structure, thereby preserving the embodied energy of this energy intensive building material.

WESTERN WASHINGTON UNIVERSITY
ENVIRONMENTAL STUDIES RENOVATION, PW808
PREDESIGN SERVICES - REQUEST FOR QUALIFICATIONS

There is an opportunity to re-establish ESC at forefront of Environmental Science and Studies and explore the feasibility of making a net positive climate impact by focusing on the adaptive reuse of the existing structure with good solar exposure.

Project Goals

- Assess and analyze current allocations and use of space.
- Assess and analyze the condition of the existing structure and building systems.
 - Quantify programmatic space and infrastructure needs, along with the suitability and adaptability of the facility.
- Establish project-specific goals that support and enhance Western's mission, values, and Strategic Plan initiatives.
- Develop a comprehensive, viable, swing-space plan and process (temporary or permanent) that accommodates the STEM-intensive programmatic needs of all programs currently utilizing the ESC.
- Develop a strategy for minimizing impact of the construction on the whole of campus and find opportunities for making improvements that impact more than just the ESC building itself.

WESTERN WASHINGTON UNIVERSITY
ENVIRONMENTAL STUDIES RENOVATION, PW808
PREDESIGN SERVICES - REQUEST FOR QUALIFICATIONS

SUBMITTAL REQUIREMENTS & SELECTION CRITERIA

- Letter of interest (one 8.5x11 page)
- Cover sheet (1 page), titled as follows:

*PW808 Environmental Studies Renovation Predesign
Western Washington University
Consultant Qualifications Response
[Firm/team name]
[Submittal date, per deadline listed in Schedule section below]*
- Company/team profile (max. 2 pages)
 - Illustrate the team's capabilities in data and space-needs analysis, programming, campus and project planning, and stakeholder engagement that are necessary to perform the services as described in the Scope of Work section above, and to generate a cohesive and legible final deliverable.
- Qualifications narrative and informational graphics, organized in sections addressing each of the following selection criteria items:
 - Proximity of the consultants to the main campus in Bellingham, WA
 - Qualifications, experience, and expertise of consultant team (partnering firms and individual members) relating to programming and predesigns for higher education projects of similar types and complexity
 - Diverse Business Inclusion plan that minimally states the percentage planned for each OMWBE certification category and veteran-owned businesses to afford maximum practicable opportunity to participate in this project.
 - Applied knowledge of planning and design of facilities that embody and enhance ADEI principles. Detail ways the firm will enhance and encourage Access, Diversity, Equity, and Inclusion principles in both the process and results of creating the Predesign.
 - Applied knowledge of planning and design of campus facilities and infrastructure that recognizes and addresses the urgency of reversing impacts of the built environment on the global climate and enhances the resiliency of the institution.
 - Applied knowledge of planning and design of facilities that promote human health and wellness, consistent with the principles of the Okanagan Charter, which Western adopted in 2021.
- Project experience outline (max. two 8.5x11 or one 11x17)
 - List of up to six projects with similar size and scope that have been successfully completed by your firm, with client references. References should include client names, titles, telephone numbers, and emails. Lists should include:
 - project name
 - project budget
 - project location
 - project start and completion dates
 - website (if applicable)

WESTERN WASHINGTON UNIVERSITY
ENVIRONMENTAL STUDIES RENOVATION, PW808
PREDESIGN SERVICES - REQUEST FOR QUALIFICATIONS

- listing of project aspects similar to this project
 - References: include their current company or institution, name, title, telephone number, and email
- Qualifications of persons that will perform duties on this project (max. one 8.5x11 per team member), including the following:
 - Role and anticipated responsibilities on this project
 - Anticipated FTE commitment to this project
 - Up to two references per team member (include reference's firm or institution, their title, name, telephone number, and email)
 - Insurance forms indicating the firm's ability to provide insurance in the following amounts:
 - Professional Liability Insurance – annual aggregate of \$1,000,000.
 - General Liability Insurance – combined single limit of \$1,000,000, aggregate limit of \$2,000,000.
 - Auto Insurance – combined single limit of \$1,000,000.
 - Workers Compensation

Note: Not maintaining all or part of the insurance described above does not necessarily disqualify a firm from eligibility. Please include a brief written explanation of the reasons for not maintaining such insurance along with your firm's available insurance forms for review by the selection committee.
 - Completed Standard Form 254 and 255 or Standard Form 330

WESTERN WASHINGTON UNIVERSITY
ENVIRONMENTAL STUDIES RENOVATION, PW808
PREDESIGN SERVICES - REQUEST FOR QUALIFICATIONS

SELECTION SCHEDULE

August 3-4, 2023	Advertise RFQ for Design Team
August 13, 2023	Last day for questions regarding RFQ content
August 14, 2023	Target date for final addenda
September 1, 2023	Consultant team qualifications due
September 8, 2023	Selection Committee evaluation, creation of shortlist for interactive interviews
September 11, 2023	Send notification of results to all firms. Send interview format and criteria to shortlisted firms.
October 2-4, 2023	Interactive Interviews (Time and location on WWU campus TBD)
October 5-11, 2023	Selection Committee evaluation and scoring
October 13, 2023	Selection approval by Vice President for Business and Financial Affairs
October 16-27, 2023	Negotiate contract and finalize consultant agreement
November 6-10, 2023	BOT delegated approval of consultant agreement
November 13, 2023	Anticipate giving notice to proceed
May 17, 2023	Complete Predesign
June 13, 2023	Board of Trustees approval of predesign document
July 1, 2023	WWU submission of predesign document to OFM