Response to Questions Received Regarding RFQ

Prepared: January 3, 2024

1. Is a copy of the "Needs Assessment and Feasibility Study or City Hall Campus" available for our review?

    Yes, it has been added to the landing page for the RFQ.

2. Is a copy of the 2022 Seismic and Building Code report for the Community Center, City Hall, 6300 Building and Foster Golf Course available for our review?

    Yes, it has been added to the landing page for the RFQ.

3. Regarding #6 on page 2: Please clarify what type of information you're looking for. Is it related to the built environment or more IT-related (websites, software, hardware, etc.)?

    This could include a variety of innovations, both with physical space and technology.

4. Page 4 states the Submittal deadline is 12/22 at 4pm, whereas page 6 states the deadline is 12/20 at 4pm. Please clarify the deadline.

    The deadline is now 5:00 p.m. January 22, 2024 to respond.

5. For large files, what is the City's preferred file sharing system?

    Sharepoint, but the RFQ should not be too large to submit via email. It is the responder's responsibility to make sure the file size is small enough to be emailed to the City.

6. Are redlines of the sample agreement expected to be provided at the RFQ response stage.

    No. The City will consider minor changes to the agreement, but a responder that desires significant changes to the draft agreement will likely not be given further consideration by the City.

7. Is there a Uniformat II Level that the City wants followed when assessing systems and facility assets (HVAC, roofing, membrane, siding, etc.)?

    The City is looking for the selected firm to make recommendations on best practices.

8. Does the city have an active Total Cost of Ownership workbook needing to be updated, or will the awarded contractor be providing one for each facility?

    This could be included as a suggestion as a way to address the problem statement.

9. Which CMMS platform does the City of Tukwila currently use for O&M planning? And do they currently use it for work order generating?

   The City currently does not have a CMMS platform.

10. Can you elaborate on the deliverable expectations of a personal safety audit and recommendations? '

    This would be looking at the physical safety of existing facilities, such as public interactions with employees, etc. The focus should be on creating inviting city facilities, but also limiting the public access where needed due to safety concerns.

11. When was the last time the City did a facility conditions assessment? Were asset tags applied in the process?

    All relevant data has been loaded on to the RFQ landing page.

12. Referencing the study from 2014, is the City looking for economic impact data, and to develop community outreach programs with this study?

    It's unclear what the question is regarding "economic impact data" and how it relates to City facilities planning. We are not foreseeing the need to do any community outreach as part of this project.

13. Items #6 and #8 feel as though they would be more thoroughly addressed with the input of a business operations consultant, which would be a new – albeit exciting – addition to our team roster. Is it the City's intent that this sort of consultant be part of the team? If not, could the City publish more specific information as to the design/engineering problem they are looking to solve with respect to their evolving operations?

    The City is looking at how we manage the costs associated with the operations, maintenance, and future replacement of city buildings and their associated components. However, it should not be viewed purely as an architectural/engineering problem. Facilities and city operations go hand and hand with each other for example. For example, the City's current design of City Hall creates a long front counter, with each specific front counter being staffed by someone. How could a design be considered that creates efficiencies in City operations. Additionally, how can the city provide city services in a virtual environment. Responders are encourages to view the problem holistically and to include relevant professionals from different backgrounds.