



**Addendum No. 1
to
Request for Qualifications
for
Job Order Contract**

Issued 1/31/2018

For

Washington State University

By

Facilities Services, Capital

**RFQ Addendum No. 1
1/31/2018****Job Order Contract
Washington State University****Statement of Qualifications Deadline: February 15, 2018, 3:00 pm**

1. This Addendum forms a part of the Contract Documents and modifies the original Request for Qualifications dated 1/12/2018, and any prior addenda, as noted below.
2. This addendum consists of 5 total pages.

Item 1:

Add a Qualifications Submittal Criteria as follows: Submit with the Statement of Qualifications.

9. Diverse Business Inclusion Plan:

9.1 Summarize the core concepts of your Diverse Business Inclusion Plan. Identify any strategies, resource commitments, and steps you take to include OMWBE, WBE, MBE, SBE, and VBE. Provide your firm's history of utilization in the last five year by listing on an annual basis overall contracted value and overall percentage utilization attributed to OMWBE, WBE, MBE, SBE, and VBE.

9.2 For the purposes of this RFQ the following definitions shall apply:

1. OMWBE: Businesses certified by the State of Washington Office of Minority and Women's Business Enterprises.
2. MBE: Minority Business Enterprise; at least 51% minority owned.
3. WBE: Women's Business Enterprise; at least 51% owned by one or more women.
4. SBE: Small Business Enterprise; 50 or fewer employees or gross revenue of less than seven million dollars annually as reported on its state and federal tax returns over the previous three consecutive years.
5. VBE: Veteran Business Enterprise; at least 51% veteran owned.

Item 2:

SOQ's will be evaluated in accordance with the following updated weighted distribution:

Cover Letter	0 points
Experience and Past Performance on Similar Projects	25 points
Management Concept	15 points
Professional Personnel Ability	10 points
Location	5 points

Recent, Current and Projected Workload/Capacity	5 points
MWBE Plan	5 Points
Total	65 points

WSU reserves the right, at its sole discretion, and based solely on its determination of the candidate firm's qualifications, to accept or reject any or all SOQ's, to postpone the selection process for its own convenience at any time, to waive any defects, informalities or irregularities in the SOQ's, and to re-advertise for this work.

Item 3:

The Selection Process detailed in Part F, Paragraph 2 the RFQ shall be modified to allow two or three firms to be invited to participate in interviews.

Item 4:

JOC Program use by location from April 2015 through January 2018.

<u>Location</u>	<u>Work Orders</u>	<u>Total Contracted (excluding sales tax)</u>
Pullman	21	\$4,029,095.96
Tri-Cities	0	\$0.00
Spokane	5	\$277,060.54
Vancouver	8	\$341,903.27
Prosser	2	\$44,263.98
Wenatchee	0	\$0.00
Puyallup	0	\$0.00
Mt. Vernon	1	\$67,616.51
Everett	1	\$12,647.00

Item 5:

The attached Information Meeting Attendees lists are provided for reference.

END OF ADDENDUM No. 1

JOC Informational Meeting

[illegible]

JOC Informational Meeting

[illegible]