

King County Library System
Request for Qualifications
Architecture-Engineering Services
Auburn Library Expansion and Renovation

Submittal Date: April 13, 2009

The King County Library System (KCLS) requests the submittal of statement of qualifications by qualified consultant teams for an Expansion of approximately 5,000 square feet and renovation of the existing 15,000 square feet as funding allows, to the Auburn Library.

The Auburn Library is located at 1102 Auburn Way S, Auburn, Washington and was built in 2000-01. The Library is owned and operated by the King County Library System. The Library is adjacent to and part of the City's Les Gove Park. The City of Auburn will be represented in the interviews for the consultant team. KCLS staff will be the primary contact for the selection of the consultant team as well as the project implementation. The Library's Capital Bond Program has funding secured for the expansion and remodel of the building. Services needed include all phases of programming, cost estimating, architectural design, interiors & FFE, permitting and construction administration. A pre-submittal meeting and open house will be held at the library on March 26th. The meeting will start at 10 am in the Meeting Room near the entry to the Auburn Library. This is an opportunity to visit the library, discuss the goals for the expansion, ask questions and to meet the KCLS staff for the project.

Architectural fees will be based on the State of Washington Fee Schedule. The current funding allocation for construction costs is \$4 million plus additional funds for furniture & equipment.

Submittal Requirements for Each Project: Include a statement of qualifications presenting work that the architectural-engineering team has completed for public client projects that are similar in scope. Public presentation experience, principal architect's involvement with the design and work with the public will be important criteria for selection. Each submittal must include: (1) a brief letter of introduction explaining the teams understanding of the project; (2) an organizational chart and summary resumes of key personnel assigned to the project, including designations and experience of the project manager, project architect, and all other professional services providers. (3) Examples of projects of similar type and scale and successful completion of project on time and within budget; (4) Names and contact information of references for each example; and (5) provide a description of the firm's affirmative efforts to provide equitable opportunities for persons of all backgrounds to participate in projects.

Please limit required materials to twelve pages total, may be front and back of each sheet. Additional sheets for Photographs of projects should be limited to no more than 8 pages, single sided.

Submittals shall consist of six copies and may be mailed or hand delivered to Attention of Kay Johnson, Director, Facilities Development, King County Library System, 960 Newport Way NW, Issaquah, WA 98027. The outside of the envelope must be marked for the project that is the focus of the submittal "**RFQ-AUBURN Project**". Submittals must be received no later than **Monday, April 13th, 2009, at 4:00 p.m.** The current KCLS schedule calls for a short list of finalists to be notified in May and interviews in June, 2009.

Selection Process: Submittals will be evaluated and screened by KCLS staff. The screening criteria will include a preference for architectural firms not currently contracting with KCLS. Finalists will be interviewed by a committee including representatives of the King County Library System administration, KCLS Board and at least one person from each of the respective library communities.

The King County Library System reserves the right to reject any and all responses and to waive irregularities and informalities in this selection process. KCLS will add the submittals to the KCLS Roster of Consultants for potential future work. RFQs may be submitted separately for this roster or identified for this Project RFQ only.

Questions should be addressed to Kay Johnson, King County Library System, 960 Newport Way NW, Issaquah, WA 98027; email kayjohn@kcls.org office number 425.369.3301, fax 425.369.3310. Questions can be accepted until April 7th, 2009, in order to be answered prior to the submittal date.

Dates of publication in the Seattle Daily Journal of Commerce:

March 13th, 2009
March 18th, 2009
March 23rd, 2009

The RFQ will also be published on the KCLS website at <http://www.kcls.org/buildings/>. In addition, the plans for the current Auburn Library will be available on the KCLS website.