

**ADDENDUM NO. 1  
TO THE  
REQUEST FOR QUALIFICATIONS**

for

**PROFESSIONAL SERVICES FOR ARCHITECTURAL/CIVIL DESIGN  
PUBLIC WORKS OPERATIONS FACILITY**

April 23, 2026

This addendum includes question/answers and clarifications submitted by vendors regarding requirements of the RFQ. Please see information below. This addendum is provided for the benefit of all prospective respondents.

**Questions/Answers:**

The archaeology study for the site shows a significant portion of the site containing archaeological material. Have you looked into what the requirements might be to address (or avoid) these areas, if so, can you share what you are assuming for these areas? I.e. Has there been conversations with DAHP and the Tribes and/or discussions about what the City may require?

*We are aware the archaeological study identified areas of potential significance on the site. At this stage, detailed coordination with the Washington DAHP and affected Tribes has not yet occurred. Any required cultural resource coordination, additional investigation, or mitigation will be addressed as part of the consultant's scope as the project advances into that phase. This includes coordination with DAHP and Tribes, evaluation of avoidance options where feasible, and implementation of any required measures based on agency and Tribal input.*

In the Experience section, there is a request to show 5 completed projects of similar size/type. While we have some significant projects that are completed, we do not have 5 completed and would not be able to meet this requirement. We do have several that are currently in progress, as these projects can take years (sometimes 4-5 years) to complete. We are curious if non-completed/in-progress projects would be worth including or if this is strictly completed that the selection committee is looking for and will be scoring against?

*Yes, in-progress projects will be accepted. Given the typical duration of projects of this size, the City will consider both completed and in-progress projects as part of the Experience section.*

There is mention of geotechnical engineer, survey, environmental and archeological consultants to be contracted with the design team, and while we can recommend consultants who would be a good fit for this project, and we would collaborate directly with these folks, it is preferred to have these trades contracted directly with the owner as it poses

risk that would need to be confirmed with our insurance requirements. Is there an option and/or flexibility to have these scopes directly contracted with you/the owner?

*The City's preference is for a single, coordinated design team that includes all required subconsultants under the prime consultant. We do not anticipate contracting separately for these services. Firms should account for this in their proposal and team structure.*

Can you clarify the page count and requirements? It says 20 plus 2 additional 11x17 sheets = 22 pages. Can we assume that "12" is a typo?

*Yes, that is a typo. Proposers are allowed up to 20 pages, plus 2 additional 11x17 sheets, for a total of 22 pages. The consultants cover sheet and associated table of contents (if applicable) will not count towards the page limit. Consultant resumes can be submitted as a separate document for City review.*

### **RFQ Modifications:**

Based on the clarifications provided above, the RFQ is modified as follows:

- **Experience Requirements:** The Experience section is revised to allow inclusion of both completed and in-progress projects of similar size and type.
- **Page Limit Clarification:** The proposal page limit is confirmed as 20 pages, plus two (2) additional 11x17 sheets, for a total of 22 pages.
  - Cover sheet and table of contents do not count toward the page limit.
  - Resumes may be submitted as a separate document and will not count toward the page limit.
- **RFQ Document Updates:** The RFQ has been updated to incorporate the clarifications above. A redline (track changes) version is provided for reference. The clean, updated RFQ document governs in the event of any discrepancy.