

MEMORANDUM

TO: All General Contractors
FROM: Kji Kelly, Executive Director
DATE: February 20, 2015
SUBJECT: REQUEST FOR QUALIFICATIONS
GENERAL CONTRACTOR
WASHINGTON HALL REHABILITATION PROJECT



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1117 Minor Ave.
Seattle, WA 98101

Tel. 206.622.6952
Fax. 206.622.1197

www.historicseattle.org
info@historicseattle.org

Please find the below information outlining Historic Seattle's Request for Qualifications (RFQ) from qualified, Washington State licensed and bonded General Contractors who wish to bid on a project to substantially rehabilitate Washington Hall located at 153 14th Avenue, Seattle. Contractors are asked to complete and return the required form with the submittal to the Owner Contact at Historic Seattle. Selected contractors may be invited for interviews and/or a project walk-through as part of the selection process. The owner reserves the right to reject any or all submittals.

RFQ Response Deadline: Monday, March 9, 2015, 10:00 am

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Daily Journal of Commerce (Seattle)
Historic Seattle Project Roster and via
www.historicseattle.org

Owner: Historic Seattle Preservation and Development Authority
1117 Minor Ave.
Seattle, WA 98101

Project / Location: Washington Hall Rehabilitation
153 14th Ave.
Seattle, WA 98122

Owner Contact: Kji Kelly, Executive Director
Historic Seattle PDA
1117 Minor Ave.
Seattle, WA 98101
206-622-5444 *223
kjik@historicseattle.org

Architect: Ron Wright
Ron Wright and Associates / Architects, P.S.
206-728-4248
rwright@rwaa.com

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Project Background

Washington Hall is a vibrant center for community engagement, education, arts and culture for Seattle's Central District and the broader region. Built in 1908 by the Danish Brotherhood, the Hall has been in continuous use as a gathering place, social club and meeting hall for scores of Seattle's immigrants and members of the local African American, Filipino, Jewish, Eritrean, Ethiopian and other communities. Most notably, the Hall has hosted Marcus Garvey, W.E.B. Du Bois, Count Basie, Duke Ellington, Billie Holiday, Marian Anderson, Jimi Hendrix and other cultural leaders once restricted from appearing at other Seattle venues. The building is approximately 23,000 sf on a 15,240 sf lot. Washington Hall is a City of Seattle Landmark and is listed on the National Register of Historic Places.

Project Mission

The project's mission is to create a transformative space in Seattle's Central District that honors the history of Washington Hall and is home for arts and culture that reflects its legacy. All aspects of the project fundamentally adhere to this mission.

Anchor Groups

Washington Hall has been and will continue to be home for three outstanding Anchor Groups.

- 206 Zulu: An internationally recognized coalition that engages youth, low-income people and people of color in social change through innovative programs involving hip hop music, arts and culture.
- Hidmo: A network of artists, educators, and activists that nurture community and elevate the visibility of independent art, music, media and culture through all-ages programming, coalition building and leadership development.
- Voices Rising: An intergenerational showcase of queer performers of color that provides support for local, up and coming artists through mentorship opportunities.

Construction To-Date

Since Historic Seattle acquired the property in 2009 we have completed the following scope of work:

Phase 1

- New electrical service to the building
- New ADA compliant restrooms
- Installation of new fire alarm, exit lighting and pull stations
- Selective structural repairs
- Modest kitchen upgrades
- Creation of an on-site caretaker unit

Phase 2

- Installation of a new roof
- Complete re-build of the south masonry wall including installation of new plywood, rain screen and insulation
- Additional structural repairs
- Installation of new front doors, exterior lighting, and refinish of Main Hall and Lodge Room floors.

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Current Scope of Work

Our intent is to accomplish the following scope of work.

- Seismic retrofit of the entire building. Note that plywood sheathing was installed on the south elevation and on the roof during our most recent phase of construction.
- Installation of a new interior elevator and stair. The elevator will provide vertical access to the basement, first floor, second floor, and balcony levels and horizontal access to the “front” and “back” of the building. In addition, we anticipate providing accessibility to the stage.
- Installation of a sprinkler system throughout the building.
- Upgrades to existing underused space throughout the building. This includes the creation of office, conference, storage and support spaces in addition to a café and commercial kitchen.

Project Schedule

Please see the attached schedule dated 2/19/15. Please note that this schedule is subject to change. Highlights include:

- Issue bid documents 3/26/15
- Bids received 4/8/15
- Anticipated Permit Issuance 5/1/15
- Contract award / Notice to Proceed 5/1/15
- Anticipated construction period through 12/11/15

Contractor Selection

In order to be considered qualified for this project, the contractor and sub-contractors must have demonstrated experience managing restoration / adaptive re-use projects on historic buildings. In addition the contractor and sub-contractors must have demonstrated action taken to fulfill affirmative action, equal employment opportunity and work force diversity goals.

Please see the attached Contractor Qualification Data form for your completion and submittal with your RFQ materials. The owner shall have the right to disqualify any and all contractors not meeting the requirements. Failure to provide this documentation may be grounds for proposal dismissal. Historic Seattle reserves the right to extend the invitation to bid and ultimately to award this contract to the lowest responsible and most qualified bidder.

Funding Sources

Our rehabilitation of Washington Hall has numerous funding sources each with unique compliance requirements. Project funding comes from the following sources: Federal (from HUD through Seattle Housing Authority), State of Washington (Heritage Capital), King County, City of Seattle and gifts from private individuals and foundations. In addition we anticipate utilizing New Market Tax Credits to also fund these improvements. Please note that these multiple funding sources shall have a variety of contracting, record keeping and reporting requirements.

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Budget

Pending receipt of all anticipated funds, our construction budget including Washington State Sales Tax and excluding Owner Contingency is approximately \$3,000,000.

Special Considerations

- The higher of the Federal Davis Bacon or State of Washington Commercial Prevailing Wage Rates will be a requirement of this project.
- The General Contractor selected for award of this project shall participate in our Vets Restore program. www.vetsrestore.org. More information concerning this program shall be forthcoming.

Minimum Required Qualifications:

1. Licensed General Contractor in the State of Washington.
2. Successful completion as a General Contractor in the last eight years of :
 - a. At least three projects involving the rehabilitation of historic structures with funding sources in excess of \$1,000,000.
 - b. At least two projects that required Davis Bacon and/or State of Washington Commercial Prevailing Wage Rates.
 - c. At least two projects where affirmative action, equal employment opportunity and work force diversity goals were met.
3. Liability Insurance of at least (subject to change):
 - Commercial General Liability, insuring for third party claims of legal liability against the Contractor, and caused by bodily injury, property damage, personal injury or advertising injury, arising out of the activities of the Contractor, and including the costs to defend such actions. Completed Operations coverage shall also be included in the policy. The policy shall include an endorsement(s) adding as Additional Insured (within the New Market Tax Credit structure):
 - The QALICB (using Form CG2026 or equivalent)
 - U.S. Bancorp Community Development Corporation (using form CG 2026 or equivalent)
 - The Investment Fund (using form CG 2026 or equivalent)
 - The CDE or sub-CDE (using form CG 2026 or equivalent)Limits of the policy shall be at least \$1,000,000 per occurrence and \$2,000,000 in the general aggregate.
 - Umbrella / Excess Liability Insurance, with the Commercial General Liability, Automobile Liability and Employers Liability policies scheduled as underlying policies. Limits of the policy shall be at least \$2 million per occurrence and in the annual aggregate. All entities added as Additional Insureds to the Commercial General Liability shall also be Additional Insureds under the Excess/Umbrella Liability policy.
 - A Workers' Compensation and Employer's Liability policy purchased by the General Contractor.
 - Evidence of "Statutory Limits" under Workers' Compensation; \$1mm Employers Liability must be included.
 - Auto – \$1,000,000
4. Ability to post performance and payment bonds for the full contract amount.
5. Ability to meet the prescribed Project Schedule.

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Desired Qualifications:

- Assigned Project Manager with experience within Minimum Required Qualifications item #2.
- Demonstrated ability of Project Manager and Site Superintendent to work with Owner, Architect, Anchor Groups, Consultants and Sub-contractors to complete on schedule and within budget.
- Ability to provide immediate input to the Owner and Architect on design, alternative construction materials and methods and cost saving measures.

Proposal and Required Submittals:

In addition to the Contractor Qualification Data form, please submit proof of Minimum Required Qualifications items #1-4 and a current financial statement. Please note that all information presented will be kept confidential. Four (4) hard copies shall be delivered to Historic Seattle, Attn: Kji Kelly, 1117 Minor Ave., Seattle, WA 98101 by Monday, March 9, 2015, 10:00 am.

Interview Dates

General Contractors that are selected to participate in the interview process will be notified. Interviews are expected to take place during the week of March 16, 2015. Once qualifications have been received on March 9, 2015, Historic Seattle will notify selected Contractors of their designated date and time.

Questions

Please do not hesitate to contact me at kjik@historicseattle.org if you have any questions. Thank you for your time and attention.

Attachments:

Design Development Plans dated 12/15/14

Schedule dated 2/19/15

Contractor Qualification Data

END OF REQUEST FOR QUALIFICATONS