

**King County Library System
Request for Qualifications
Consultant Services
Master Site Plan Coordination
Design and Construction Administration
Bellevue Regional Library Parking Facility Expansion**

Submittal Date: April 14, 2008

The King County Library System is seeking qualified Consultant Services for the management, coordination, design and construction administration to expand underground parking at the Bellevue Regional Library, 1111 110th NE, Bellevue WA.

KCLS has Capital Bond Funds for this project. During 2008, the City of Bellevue Parks Department is preparing a Master Site Plan for the Ashwood Park that is located immediately to the west of the Library Property. The consultant and KCLS will work with the Library and City staff in addition to community representatives to develop complimentary and coordinated site plans.

The scope of the Consultant work will include all aspects of architectural and engineering design, scoping and cost estimating, permitting, public bid document preparation and support, construction administration through the warranty period. Cost estimating and cost management will be required skills. In addition, the consultant will advise and represent KCLS as the City of Bellevue prepares a Master Site Plan for the Ashwood Park. The consultant team will be expected to present the project and progress documents in a variety public forums for KCLS. The King County Library System Board of Trustees, the Bellevue Library Advisory Board and City of Bellevue hosted public meetings related to the Site Plan Development.

The professional fees will be based on the State of Washington consultant fee schedule.

Submittal Requirements: Include a statement of qualifications presenting work that the architectural-engineering-planning team has completed for public client projects. Describe a project involving more than one public jurisdiction and your firms role in enhancing that process. Public presentation expertise and successful work with citizen boards and public officials will be important considerations.

Each submittal must include: (1) a brief letter of introduction; (2) an organizational chart and summary resumes of key personnel assigned to the project, including designations of the project manager, public process facilitators, landscape architect, civil engineer and all other proposed subconsultants with their roles; (3) examples of previous projects of similar type and scale undertaken in the last 6 years.

Each statement of qualifications must contain a description of the firm's affirmative efforts to provide equitable opportunities for persons of all backgrounds to participate in projects paid for with KCLS funds, and a statement of equal opportunity employment and subcontracting practices.

Limit the submittal of qualifications and project examples to no more than 12 pages, single-sided. In addition, selected photos and site plan examples will be accepted but should be limited to no more than an additional 10 pages, single-sided.

Submittals shall consist of six copies and may be mailed or hand delivered to
Attention:

Kay Johnson, Associate Director, Facilities Development,
King County Library System
960 Newport Way NW
Issaquah, WA 98001

The outside of the envelope must be marked "RFQ-Bellevue Regional Library Parking Expansion".

Submittals must be received no later than **Monday, April 14, 2008, at 4:00 p.m.** Based on the submitted qualifications, a list of finalists will be selected for interviews to be scheduled in May, 2008.

Presubmittal Discussion will be held at the Bellevue Regional Library Meeting Room 3, from 9:30-10:30am on March 17, 2008. The Bellevue Regional Library is located at 1111 110th NE Bellevue, Washington.

Selection Process: The submittals will be evaluated by the KCLS Facilities Administrative staff and a short list compiled for interviews. Finalists will be interviewed by representatives of the King County Library System Board of Trustees and citizens of Bellevue.

The King County Library System reserves the right to reject any and all responses and to waive irregularities and informalities in this selection process.

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.

Dates of publication in the Seattle Daily Journal of Commerce: **March 11, 2008 and March 15, 2008. This request for qualifications will be listed on <http://www.kcls.org/buildings/> after March 11, 2008.**