

RFQ Addendum # 2

Request for Qualifications for

Solicitation # 6186

Date of Addendum # 2: 06/02/2026

The Request for Qualifications (RFQ) for the above-named project is amended as noted in this Addendum. This Addendum consists of 4 pages.

This Addendum lists questions received and SHA's responses (see Item 1 below).

Item 1. The following is a list of questions received and SHA's responses to those questions.

Question 1. For Solicitation 6186, will there be a roster of consultants or one?

Response: SHA anticipates awarding multiple contracts under this solicitation. Once contracts are established and executed SHA will issue work orders under the those contracts.

Question 2. As an independent cost estimating firm who's services are on the list of requested services, would we apply as a prime, or need to come in as a sub under another company?

Response: If the primary service your firm offers is cost estimating, then your services would be retained as a subconsultant.

Question 3. Does the RFQ published in the DJC for: On-Call Architectural and Engineering Services include the scope of special inspections and materials testing?

Response: See Section C. Scope of Work. Special inspections and material testing and other specialty consultants may be necessary, but subject to SHA approval.

Question 4. Clarification requested regarding the Part I Threshold Criteria outlined under Section D.1, specifically the requirement stating that qualifying projects must be: "Developed by a Public Housing Authority or non-profit developer of affordable housing."

Given the increasingly common public-private partnership structure within affordable housing delivery, would SHA consider projects led by for-profit affordable housing developers eligible toward the Part I Threshold Criteria?

Additionally, would SHA consider any flexibility in altering the minimum qualifying criteria to three out of five or four out of the five currently mentioned ones?

Response: Thank you for your feedback regarding the Threshold Criteria. We will not alter the minimum qualifying criteria for this solicitation. However, for future on-call solicitations we may consider reviewing and altering our threshold criteria.

Question 5. Does a firm need to provide the principal architect and be the firm to contract with SHA? Does the registration form need to be completed by the firm qualifying for the Part 1 Threshold Criteria to show they are the contact firm? Or can a partner firm, that is leading the application, provide their contact information?

Response: Regarding partnering to meet the threshold criteria between two firms, the solicitation states the firm must meet the qualifications on its own. See section D.1 Part 1: To have its qualifications further considered in Part II, a firm must within the past five years, on its own and not in a team arrangement with another firm, have provided complete architectural services, from schematic design through construction administration and project closeout, for at least one qualifying project.

Question 6. Does this On-Call Roster have a multi-year duration period?

Response: See Section G, Contract Negotiations:

SHA expects to execute one or more Contract(s) for services for three (3) years. At SHA's option, a Change Order may be executed extending the Contract(s) for up to two additional one-year periods, along with appropriate adjustments in the scope of work and compensation

Question 7. Could you please confirm whether the Seattle Housing Authority intends to procure independent cost estimating services to support projects under a separate RFQ?

Response: Scope of Work Section C.2.b.ii. states the need for prepared estimates and cost estimating services.

Question 8. Was Section A.4 intentionally omitted, or is additional information forthcoming via addendum?

Response: This section was intentionally omitted.

Question 9. Is Criterion 2 intentionally reserved/unscored, or will it be defined in an addendum? Should submitters address or skip it in their response?

Response: This section was intentionally reserved/unscored.

Question 10. Will there be a pre-submittal conference?

Response: There will not be a pre-submittal conference.

Question 11. If work extends into years beyond 2026, what is the process for updating hourly billing rates? (paragraph C.2).g.)

Response: Hourly rates may be changed by Change Order to the Master Contract not more often than annually, but any such changes shall apply to new Work Orders only and not to Work Orders in progress.

Question 12. If consultants with whom SHA has on-call contracts are engaged under this scope, will their work be performed as subconsultants to the prime, or directly through SHA? (paragraph C.7)

Response: Consultants with whom SHA has on-call contracts are engaged directly with the Owner/SHA and not through another prime consultant or contractor. For example, if On-Call Consultant A is contracted under Work Order to provide design and construction management services for a tenant improvement project, Consultant A reports directly to the Owner and not the contractor.

However, if SHA contracts Consultant A for services offered through their subconsultant, then Consultant A will management the work and deliverables provided by their subconsultant.

Question 13. Section H items 9 and 11 are reserved. Are there additional details for these sections?

Response: There are no additional details in these reserved sections.

Question 14. Could you please confirm whether the cover page of the submittal counts toward the page limit for the RFQ response?

Response: The cover page does count toward the page limit. See the Submittals section on page 3 regarding what is and is not included in the 12-page limit.

Question 15. If selected, what are the terms and conditions governing ownership of the deliverables (Section C, Scope of Work, subpoint #5). Specifically, would any drawings or instruments of service be limited to use on projects covered by this agreement.

Response: No, SHA would not place additional restrictions on deliverables (drawings or instruments of services).

Question 16. Is the intent for the A&E team to include a surveyor or may we rely on those that SHA has on-call contracts with? Item 7 mentions SHA has on-call contracts with surveyors.

Response: You may include a surveyor on your team. However, SHA may choose to use a Consultant we have an on-call contract with.

Question 17. Clarify requirements on whether proposals must include a full team of consultants including structural, civil, MEP, etc. or if only the architect is required to submit at this time and consultants will be selected later depending upon the exact scope of the work, subject to SHA approval.

Response: Section D. Information to Be Provided in Your Submittal, outlines all the requirements that should be addressed in your proposal. However, Section C. Scope of

Work, outlines the general and support services SHA expects to procure throughout the contract's duration. The awarded consultant should be able to self-perform those requested services or retain the services of subconsultants who in turn can meet the requirement. Any new subconsultant added to the Contract post-award will need to do so via a change order.

Question 18. Is it the intention of Seattle Housing Authority to receive responses to this RFQ that propose a whole design team versus a single vendor response (in our case an architectural firm)? Will the responses be evaluated by SHA more or less favorably if they include a whole design team versus a single vendor response?

Response: Section C. Scope of Work outlines the general and support services SHA expects to procure throughout the contract's duration. The awarded consultant should be able to self-perform those requested services or retain the services of subconsultants who in turn can meet the scope requirement. Responses will be evaluated based on the criteria set out in Section D. Part 2.

END OF RFQ ADDENDUM # 2