**Value Engineering Guidelines**

**1.0 General**

It is the policy of the State of Washington that major facility designs be based on achieving the best value over the life of the project. The value can be achieved in the initial construction cost, building efficiency, long term operating cost, maintenance costs, or personnel costs necessitated by a particular design.

A Value Engineering (VE) study is performed for every major capital project in accordance with RCW 43.88.110(5)(c). Major capital projects are projects valued over five million dollars, with the exception of projects at institutions of higher education as defined in RCW 28B.10.016. A separate VE firm will be contracted with to perform the value engineering study.

The "Report Of Results Of Value Analysis" shall be completed and submitted to the PM.

**2.0 Participants and Responsibilities**

The responsibilities outlined herein constitute the minimum effort required to comply with the VE process. They are not intended to be a complete listing of the responsibilities of each participant.

**2.1** The PM will develop a scope of work for the VE team, chair the selection committee and contract for the VE services.

**2.2** The A/E shall present the project to the VE team. At a minimum the A/E shall describe the program, functional requirements, alternatives considered, reasons current design decisions have been made, and description of how the project will evolve.

**2.3** The VE team shall review the Energy Life Cycle Cost Analysis (ELCCA) report presented by the ELCCA analyst and include the recommendations of that report in the VE report. The VE team may recommend additional alternatives to be analyzed prior to final acceptance of the ELCCA report.

**2.4** The A/E shall review the VE team's findings and recommendations, assist the VE team in explaining the findings and recommendations to the building Owner, and assist the Owner in deciding which recommendations to accept.

**2.5** The A/E shall be responsible for incorporating the approved recommendations into the contract documents.

**3.0 A/E Involvement**

The time spent by the A/E in preparing the VE team to conduct the study and the time required to incorporate the VE suggestions, accepted by the agency, into the previously approved documents are considered an extra service.