City of Snoqualmie
Community Center Expansion Project

Photo: Existing Snoqualmie Valley Community Center

State of Washington
Capital Projects Advisory Review Board (CPARB)
Project Review Committee (PRC)

Application for Approval to Utilize Progressive D/B Project Delivery

Submitted by
City of Snoqualmie
December 20, 2022

State of Washington
Capital Projects Advisory Review Board (CPARB)
PROJECT REVIEW COMMITTEE (PRC)

APPLICATION FOR PROJECT APPROVAL

To Use the Design-Build (DB)
Alternative Contracting Procedure

The PRC will only consider complete applications: Incomplete applications may result in delay of action on your application. Responses to sections 1-7 and 9 should not exceed 20 pages *(font size 11 or larger)*. Provide no more than six sketches, diagrams or drawings under Section 8.

Identification of Applicant

a) Legal name of Public Body (your organization): **City of Snoqualmie**
b) Mailing Address: **PO Box 987, Snoqualmie, WA 98065**
c) Contact Person Name: **Mike Chambless** Title: **Acting City Administrator / Parks & Public Works Director**
d) Phone Number: **425-831-5784** E-mail: **mchambless@snoqualmiewa.gov**

1. Brief Description of Proposed Project

a) Name of Project: **Community Center Expansion Project**
b) County of Project Location: **35018 SE Ridge St., Snoqualmie, WA 98065 (King County)**
c) Please describe the project in no more than two short paragraphs. *(See Attachment A for an example.)*

The Snoqualmie Community Center facility is owned by the City of Snoqualmie and operated by the YMCA. The existing facility was constructed in 2011. At that time, due to budget constraints, the scope of the facility was substantially decreased from the original concepts. Since that time, the population of the City of Snoqualmie has grown by approximately 30% and demand and use of the facility has steadily increased to the point where expansion has become a necessity.

The planned expansion would add approximately 24,000sf to the existing 13,000sf building. The planned expansion would include the addition of a pool and locker rooms, additional multi-purpose spaces, expansion of the cardio/fitness space, community meeting space, offices, support spaces and expansion of site amenities. The current concept design would include additions on the east and west sides of the existing facility and it is desired that the construction work be phased so that the existing facility could remain operational and available to the community during construction. The total project budget is approximately $29.8M and the desired delivery method is Progressive Design-Build (PDB).

2. Projected Total Cost for the Project:

A. Project Budget

Costs for Professional Services (A/E, Legal etc.)	$ **2,650,000**
Estimated project construction costs *(including construction contingencies)*:	$**22,250,000**
Equipment and furnishing costs	$ **550,000**
Off-site costs	$ **N/A**
Contract administration costs (owner, cm etc.)	$ **675,000**
Contingencies (owner project @ 5%)	$ **1,245,000**
Other related project costs (permits, other consultants, etc.)	$ **213,900**
Sales Tax (@ 8.9% of design + construction)	$ **2,216,100**
Total	$**29,800,000**

B. Funding Status

Please describe the funding status for the whole project. *Note: If funding is not available, please explain how and when funding is anticipated*

The City of Snoqualmie has adopted a 2023-2028 CIP that includes a budget $28,338,000 for the Community Center Expansion Project. Of the $28,338,000 project budget, $15,198,340 has been incorporated into the City's recently adopted 2023-2024 Biennial Budget. The $15,198,340 is composed of $7,705,000 in sales tax revenue and $7,493,350 in real estate excise tax (REET) revenue that has been accrued over time and is expected to come in during the 2023-2024 biennium. The $15,198,340 is currently in place and available. The remaining funds following the 2023-2024 biennium are expected to come from State and county grants, YMCA fundraising, and other potential sources such as debt financing. State Legislature funding, State grant funding, YMCA contribution, King County Parks Levy and City Bond issuance have not been secured nor requested. The requests for State and County sources will likely begin in the new year during the upcoming legislation. Once these sources have been secured, the city would then begin developing any local bond issuance for the balance that would be required. Adequate funds are in place to fund the design/preconstruction phase of the project and the City will not authorize the contractor to release the project for bidding until all funds required for construction are in place.

3. Anticipated Project Design and Construction Schedule

Please provide *(See Attachment B for an example schedule.)*:

The anticipated project design and construction schedule, including:

a) Procurement;

b) Hiring consultants if not already hired; and

The City has procured the services of Parametrix to provide PDB Advisory, Procurement and PM/CM services for this project. We have also enlisted the services of Zak Tomlinson at Pacifica Law Group to provide external legal counsel for the project.

c) Employing staff or hiring consultants to manage the project if not already employed or hired.

Refer to the response above.

Task	Start	Finish
PRC Process	**11/28/22**	**10/3/22**
Develop PRC Application	11/28/22	12/19/22
Submit PRC Application		12/20/22
Develop PRC Presentation	12/21/22	1/25/23
Receive/Respond to PRC Questions	1/17/23	1/24/23
PRC Presentation/Verbal Approval		1/26/23
Receive PRC Written Approval		2/6/23
Ph. 1: D/B Procurement & Pre-GMP Design	**11/28/22**	**5/30/23**
Develop Advanced Notice Ad	11/28/22	1/8/23
Publish Advanced Notice Ad		1/9/23
Develop RFQ for D/B Services	12/21/22	2/7/23
Develop RFP for D/B Services		
First publication of RFQ/P for D/B Services		2/8/23
Second publication of RFQ/P for D/B Services		2/15/23
Pre-Submittal Meeting		2/20/23
Last day for RFQ/RFP questions and comments to be submitted by Proposers for response by addendum		2/24/23
RFQ/RFP Addendum Issued		2/28/23

Deadline for Submittal of SOQs in Responses to RFQ		3/10/23
Review/Scoring of SOQs	3/13/23	3/17/23
Identify Design-Build Finalists and Issue RFP		3/20/23
Proprietary Meetings with Design-Build Finalists	3/28/23	3/29/23
Last day for RFQ/RFP questions and comments to be submitted by Finalists for response by addendum		3/31/23
RFQ/RFP Addendum Issued		4/4/23
Deadline for Submittal of Proposals in Responses to RFP		4/11/23
Review/Scoring of Proposals	4/12/23	4/21/23
Interviews with Design-Build Teams	4/18/23	4/19/23
Public Opening of Price Factors		4/21/23
Notify Submitters of Scoring and Most Qualified Design-Builder		4/25/23
Design-Build Contract Negotiations	5/1/23	5/12/23
Council Approval of Design-Builder Fees & Contract and Authorization to Execute Contract		5/26/21
Design-Build Agreement w/ Phase 1 Services Executed and NTP		5/30/23
Phase 1 Programming/Design	**6/3/23**	**12/24/23**
Phase 1 Design (0-60% Design)	6/3/23	12/8/23
City 30% Design Review/Approval (Drawings, Cut-Sheets, Cost Estimate)	9/4/23	9/8/23
City 60% Design Review/Approval (Drawings, Cut-Sheets/Specs, Cost Estimate, Schedule)	12/4/23	12/8/23
Negotiate GMP	12/11/23	12/24/23
Ph. 2: Final Design & Construction Services	**1/2/24**	**8/29/25**
Phase 2 Design (60-100% Design)	1/2/24	8/30/24
Early Package (Site/Foundation) Permit	4/1/24	6/28/24
Building Permit	4/1/24	8/30/24
City CD (90% Design) Review/Approval (Drawings, Cut-Sheets/Specs, Cost Estimate, Schedule)	4/3/24	4/7/24
Early Package (Site/Foundation) Sub Bidding	5/20/24	5/31/24
Building Subcontractor Bidding	7/10/24	7/21/24
Site/Foundation Construction	6/3/24	9/27/24
Building Construction	9/2/24	8/29/25
Commissioning	5/5/25	6/27/25
Substantial Completion		6/27/25
Punchlist and Closeout	6/30/25	8/29/25
Warrantee Period	6/30/25	6/29/26

4. Explain why the DB Contracting Procedure is Appropriate for this Project

Please provide a detailed explanation of why use of the contracting procedure is appropriate for the proposed project. Please address the following, as appropriate:

- If the construction activities are highly specialized and a DB approach is critical in developing the construction methodology (1) What are these highly specialized activities, and (2) Why is DB critical in the development of them?

  Not Applicable.

- If the project provides opportunity for greater innovation and efficiencies between designer and builder, describe these opportunities for innovation and efficiencies.

  The City's procurement approach will be to solicit and procure the PDB Contractor first and then collaborate with the selected PDB Contractor to solicit and procure the PDB Design Team. Selection of both the DB Contractor and the PDB Design Team will be based on the qualifications and experience of each, relevant to the delivery method and the specific nature and challenges of the project. For this project, the PDB team will preferably have successful experience delivering multi-phased progressive design projects for public use recreational facilities on owner-occupied sites, with the goal of selecting the most qualified Contractor and best Design Team for our specific project

  One of the primary benefits of design-build delivery is the ability of the Contractor to collaborate with the Design Team during design to increase the efficiency and constructability of the project. The Designer and Contractor will have the opportunity to collaborate and innovate to realize efficiencies in the design, material selection, constructability, scheduling and phasing of the project. Having both the Contractor and Designer on board during the design process will also allow them to work together to explore and confirm existing building systems, structure and materials that will need to be taken into consideration for the design of the new facility expansion. The PDB approach will also allow the City and their stakeholders to collaborate with the selected PDB team to maximize the scope of the expansion given the fixed budget and critical schedule requirements.

  Additionally, by working together as a collaborative team during design, the PDB team (Contractor, Subcontractors & Designer) can reduce possible errors and/or omissions in scope and develop the most efficient construction methods to maximize the value to the City.

- If significant savings in project delivery time would be realized, explain how DB can achieve time savings on this project.

  By empowering the PDB team with the responsibility for the project requirements/scope along with the project budget and schedule the PDB project delivery method lends itself to a more streamlined approach to design and construction than is typically afforded by other delivery models. We anticipate that the combination of real-world knowledge and field experience of the DB Contractor with the design philosophy, knowledge of codes and design of the PDB Design Team will lend itself to savings during the design and construction process.

  For instance, PDB offers the opportunity for early procurement/bid/construction packages. If the permitting authority allows the option to separate the sitework and foundation permit process from the building permit process, there may be the opportunity to plan the construction and design process so that we have an early bid/construction package for that work. If allowed, this approach alone could easily result in a savings of 2-3 months in project delivery time over what would be afforded by the more typical Design/Bid/Build (D/B/B) delivery method.

  Currently the construction industry is experiencing challenges in the supply chain related to the procurement of construction materials and equipment. The current procurement lead time for some construction related materials and equipment has more that doubled or tripled over what it was pre-COVID. The PDB approach will allow the team to monitor the supply chain as design progresses and would allow us the opportunity for early procurement of any materials and/or equipment that has long lead times, and is deemed critical to the project schedule, prior to the completion of final design and/or very early in construction.

5. Public Benefit

In addition to the above information, please provide information on how use of the DB contracting procedure will serve the public interest. For example, your description must address, but is not limited to:

- How this contracting method provides a substantial fiscal benefit; or

  When we talk about potential fiscal benefit or cost savings utilizing PDB delivery, the City's team believes that:

  - The collaboration of the Owner, Architect and Contractor during design will result in efficiencies of design, constructability and materials/systems selection that would result in construction cost savings that might not otherwise be realized in a D/B/B project.
  - Reduction in programming and design time could result in savings of time in the project schedule. Considering a combined value of construction escalation that has recently been fluctuating in the range of 10-14% per year, the resultant savings could equate to approximately 1% per month.
  - By planning for and utilizing "early procurement packages" for long lead time materials and/or equipment, we can ensure that those items will be onsite at the appropriate times and ready for incorporation into the project, avoiding the potential of added costs and schedule delay due to untimely acquisition/delivery of critical materials that might otherwise be experienced in a D/B/B project.
  - Finally, because in PDB delivery the Design Team is hired by the Contractor rather than the City, the City's risk of change order costs resulting from errors and omissions in the bidding and construction documents is greatly reduced.

- How the use of the traditional method of awarding contracts in a lump sum *(the "design-bid-build method")* is not practical for meeting desired quality standards or delivery schedules.

  The PDB delivery method offers a number of attractive advantages and opportunities over a D/B/B delivery method. Some of those include:

  - The ability to have collaborative discussions that include the City, the Architect and the Contractor and make impactful, informed decisions during the design process.
  - The potential to save time and money in the design and construction phases of the project.
  - The ability to establish certainty of total project cost (Guaranteed Maximum Price) significantly earlier in the project schedule.
  - The ability to utilize separate, early procurement packages for equipment and materials that are experiencing availability and/or supply chain issues and might not otherwise be available with timing that is conducive to our project schedule.
  - Allows for the City to hire both the General Contractor and Design Team under one contract and involve both entities along with the Owner as collaborators during programming, design, bidding and construction.
  - Utilizing the combined strength of highly qualified design and construction professionals, who have a contractual relationship, will provide for better communication and will allow the team to more efficiently design to the desired scope, and schedule requirements.
  - Reduction in the City's "risk" for change orders and costs increases due to errors/omissions in the bidding and construction documents.
  - Allows the Contractor to inform the Owner and Architect of forecasted market, materials and labor conditions and for the team to plan and design accordingly to avoid potential cost and schedule impacts.

  Utilizing the traditional D/B/B delivery method is not practical for this project, primarily due to volatility in construction costs, availability of products and materials, the supply chain issues that exist in the current market, and the need for the facility to remain open and operating during construction. Unlike D/B/B, PDB delivery allows us to work with our designer, contractor and subcontractors to monitor and

adjust to these market conditions during design and take measures during both design and construction to minimize the potential of related impacts on the project scope, budget, schedule and current facility operating needs.

6. Public Body Qualifications

Please provide:

- A description of your organization's qualifications to use the DB contracting procedure.

  The City of Snoqualmie has done a thorough job of assembling a team of City employees and have augmented their team with consultants that have significant D/B experience to procure, implement and manage this project. The Project Director, PM/CM and Internal Legal Counsel are employees of the City. Parametrix is currently under contract with a Master PM/CM Agreement to augment City staff as needed and when needed. Jim Dugan and his Parametrix team have numerous recent projects utilizing the PDB delivery method and, in addition, Jim has more than 20 years of D/B project experience from the contractor's side between 1978 and 1998 while employed by The Austin Company. Zak Tomlinson of Pacifica Law Group is our external PDB legal counsel and will assist with the development of the procurement documents, the contract and to provide PDB legal consultation throughout the project.

  The City of Snoqualmie has a successful history of planning and executing capital projects, of size and complexity similar to this project, through our Public Work Division. Those projects have been completed on time and within budget. Please refer to Section 7 of this application for a summary of recent City construction experience.

  The City has successfully been through the PDB project application process with the PRC once before on our Reclaimed Water Disinfection Facility. Although that project was authorized by the PRC to utilize PDB project delivery, due to internal decisions at the City, it did not progress to the PDB procurement process. This project will be our second time applying to the PRC for approval to utilized PDB project delivery. We are excited about the opportunity to deliver this project utilizing Progressive D/B, and look forward to utilizing a project delivery method that will allow us to engage the design professionals, contractor and City staff in a collaborative design and construction process for this unique and challenging project.

- A project organizational chart, showing all existing or planned staff and consultant roles.

  Note: The organizational chart must show the level of involvement and main responsibilities anticipated for each position throughout the project (for example, full-time project manager). If acronyms are used, a key should be provided. (See Attachment C for an example.)

  See Exhibit A, attached.

- Staff and consultant short biographies that demonstrate experience with DB contracting and projects (not complete résumés).

  The Snoqualmie Community Center Expansion project will be the City's first PDB delivery project. Therefore, we are augmenting our project team with consultants who bring extensive PDB procurement, advisory, contracting and project experience to provide support and guidance through all phases of the project.

  Mike Chambless – Parks & Public Works Director (City of Snoqualmie)

  Mike Chambless is the department director with over 23 years of municipal experience. Mike has led many public civil engineering projects, throughout his career managing public resources including public works departments, an aquatic facility, an airport, and municipal risk management. His project background includes leadership of planning, review and oversight of programming and environmental permit documents, civil design and production of construction documents, management of roadway and transportation projects, aquatic facilities, solid waste handling facilities, stormwater and utility installations, remediation design, construction management, and operational programming. Mike has extensive experience in management and leadership of multi-disciplined engineering teams and direction of major construction projects. Mike has significant large project experience as an airport director and public works professional having delivered over $20M of project improvements.

Project	Delivery Method	Project Value	Role	Timeframe
Rehabilitate Taxiways/Runways		$555K	Project Manager	2007-2008
Airport Stormwater Master Plan		$397K	Project Manager	2009-2011
Runway Safety Improvements		$2.3M	Project Manager	2012
Runway Reconstruction		$6.7M	Project Manager	2013-2015
McCarthy Park & Aquatic Facility		$3.5M	Project Manager	2017

Jeff Hamlin – Project Manager/Construction Manager (City of Snoqualmie)

Jeff Hamlin is a project manager with over 29 years of experience in design and management of public and private civil engineering projects, including essential public works facilities throughout the Pacific Northwest. His project background includes leadership of planning, programming and environmental permit documents, civil design and production of construction documents, management of roadway and transportation projects, intermodal facilities, solid waste handling facilities, stormwater and utility installations, remediation design, construction management, and all manner of associated engineering studies. Jeff has extensive experience in management and leadership of multi-disciplined engineering teams and direction of major construction projects. Jeff has significant Design-Build experience as an engineering consultant having delivered over $100M of project improvements through the Design-Build process. He also attended the October 2018 AGC Design/Build training.

Project	Delivery Method	Project Value	Role	Timeframe
Park Avenue Revetment Repair; City of Snoqualmie	DBB	$2.2M	Project Manager	2020-2022
Water Reclamation Facility – Phase 2; City of Snoqualmie	DBB	$10.6M	Project Manager	2019-2021
Canyon Springs Slope Stabilization; City of Snoqualmie	DBB	$1.0M	Project Manager	2018-2019
City of Tacoma Solid Waste Recovery and Transfer Center; City of Tacoma	DBB	$24.5M	Project Manager	2008-2011

Patrick Fry – PM/CM Support (City of Snoqualmie)

Patrick Fry is a project manager with 8 years of experience in design, construction, and management of public and private engineering projects. His project background includes land surveying, preparation and production of design documents & specifications, securing necessary permit documents, managing construction of vertical buildings, stormwater and utility installations, transportation projects, and agricultural facilities.

Project	Delivery Method	Project Value	Role	Timeframe
Newmont Farm Waste Storage Facility; Fairlee VT	Bid	$1.2M	Project Manager	2017-2018
City Market Co-Op South End New Building; Burlington VT	Bid	$20M	Project Engineer	2016-2017
Tyringham Rd Overhaul; Lee MA	Bid	$4M	Construction Manager	2014-2015

Jim Dugan – PDB Advisor (Parametrix)

Jim will provide a PDB advisory support role to the City of Snoqualmie team on this project. Jim has 44 years of experience managing the planning, design, engineering, and construction of industrial, commercial, and institutional projects in both public and private markets. With formal training in civil engineering and project management, he provides his clients with project management and leadership

skills needed to plan, hire, and manage design and construction consultants and contractors consistent with program requirements, budget restrictions, and schedule requirements, as well as work collaboratively with all agencies having jurisdiction. Jim is skilled at alternate project delivery, long-range strategic planning, scheduling, budget forecasting, public speaking/presentations, collaboration with stakeholders, and conflict resolution and claims mitigation.

While working for The Austin Company (1978-1998), Jim had significant Design-Build experience managing the design, engineering, and construction of commercial and industrial projects ranging from 23,000 to 3 million square feet, and from $1 million to $300 million in value. Jim's D/B experience with The Austin Company took him to Korea, Malaysia, Australia, Mexico, Canada and a number of major cities within the USA. Jim is highly experienced in APD, utilizing both GC/CM and Design/Build delivery methods and has served as a member of the Project Management team for numerous public agency Owners and projects.

Since 2016, Jim has served as a member of the State's Project Review Committee (PRC) where, along with colleagues from the construction industry and public agencies, he volunteers his time to review applications, hear presentations and make recommendations on public agencies wishing to utilize alternative project delivery methods on publicly funded projects. In 2019 and 2020, Jim filled the consecutive roles of PRC Vice Chair and Chair and in 2021 was appointed to a three-year additional term as a PRC Member. Jim has served the Tacoma Public Schools team as their Program Manager and APD (GC/CM & D/B) Advisor since 2013, in addition to serving as a Board of Director for Tacoma Public Schools between 2005 and 2011. The following table lists recent and relevant DB projects for Jim.

Project	Project Value	Delivery Method	Role	Time Involved
City of Shoreline Parks Bundle	$29M	PDB	PDB Advisor	2022-current
TPS Indoor Air Quality Upgrades – Multiple Schools	$17.5M	PDB	Program Mgr., PDB Advisor	2021-current
TPS Safety and Security Upgrades Bundle – Phases 1 & 2	28.5M	PDB	Program Mgr., PDB Advisor	2021-current
TPS 9th & Broadway Bldg. – Willie Stewart Academy Tenant Improvements	$4.5M	PDB	Program Mgr., PDB Advisor	2021-current
TPS 9th & Broadway Bldg. – Tacoma Online Learning Tenant Improvements	$7.5M	PDB	Program Mgr., PDB Advisor	2021-2022
Mt. Vernon School District Laventure Middle School Adds/Mods	$9.6M	PDB	Program Mgr., PDB Advisor	2021-current
TPS Synthetic Fields Bundle	$26.3M	PDB	Program Mgr., PDB Advisor	2021-current
TPS Fawcett Elementary School Replacement	$35.9M	PDB	Program Mgr., PDB Advisor	2021-current
TPS Swimming Pools Upgrade Bundle	$5M	PDB	Program Mgr., PDB Advisor	2021-current
Chelan County PUD Rock Island Dam – Draft Tube Gates Upgrades	$7M	PDB	PDB Advisor	2020-current
Chelan County PUD Rock Island Dam – Generator Leads Replacement	$6.4M	PDB	PDB Advisor	2020-current
TPS Skyline Elementary School Replacement	$42.7M	PDB	Program Mgr., PDB Advisor	2019-2022
TPS Downing Elementary School Replacement	$42.7M	PDB	Program Mgr., PDB Advisor	2019-2022
Chelan County PUD Rock Island Dam Powerhouse #2 Turbine Rehabilitation	$352M	PDB	PDB Advisor	2018-current
TPS Hunt Middle School Replacement	$48M	PDB	PDB Advisor	2018-2021

Project	Project Value	Delivery Method	Role	Time Involved
TPS Boze Elementary School Replacement	$32.5M	PDB	PDB Advisor	2017-2020
Willapa Elementary School Gym Replacement	$2.2M	PDB	PDB Advisor	2017-2018

Dan Cody, RA, Assoc. DBIA – PDB Procurement (Parametrix)

Dan will provide support to John Palewicz and the SPS team during the development of the PDB RFQ and RFP documents as well as during the ensuing review, scoring, and selection process. He may also provide PM/CM support during design and construction, as required. Dan is a Senior Construction Manager/Project Manager with Parametrix. A registered architect, he has over 35 years of experience in the design and construction industry. He has extensive experience in the K-12 educational market and public-sector projects, providing design and construction services on projects for numerous school districts throughout western Washington. In addition to his role in APD procurement, Dan also provides project management and construction management services for Parametrix clients in on projects that utilize PD/B, GC/CM and D/B/B delivery methods.

Dan has been instrumental in PRC application/approval and APD procurement efforts for many clients in the public sector. He is well versed in the requirements of RCW 39.10 and, since 2015, has successfully spearheaded and managed the Project Review Committee (PRC) process on more than 40 applications and the APD procurement process for more than 30 projects utilizing both GC/CM and PD/B delivery methods. Dan has successfully completed industry trainings in both GC/CM and D/B project delivery and is a certified DBIA Associate. The following table lists recent and relevant DB projects for Dan.

Project	Project Value	Delivery Method	Role	Time Involved
City of Shoreline Parks Bundle	$29M	PDB	PDB Procurement	2022
TPS Indoor Air Quality Upgrades – Multiple Schools	$17.5M	PDB	PDB Procurement	2021
TPS Safety and Security Upgrades Bundle – Phases 1 & 2	$28.5M	PDB	PDB Procurement	2021-2022
TPS 9th & Broadway Bldg. – Willie Stewart Academy Tenant Improvements	$4.5M	PDB	PDB Procurement, PM/CM Support	2021-current
TPS 9th & Broadway Bldg. – Tacoma Online Learning Tenant Improvements	$7.5M	PDB	PDB Procurement, PM/CM Support	2021-2022
Mt. Vernon School District Laventure Middle School Adds/Mods	$9.6M	PDB	PDB Procurement	2021
TPS Synthetic Fields Bundle	$26.3M	PDB	PDB Procurement	2021
TPS Fawcett Elementary School Replacement	$35.9M	PDB	PDB Procurement	2021
TPS Swimming Pools Upgrade Bundle	$5M	PDB	PDB Procurement	2021
Chelan County PUD Rock Island Dam – Draft Tube Gates Upgrades	$7M	PDB	PDB Procurement, PDB Advisory	2020-current
Chelan County PUD Rock Island Dam – Generator Leads Replacement	$6.4M	PDB	PDB Procurement, PDB Advisory	2020-current
TPS Skyline Elementary School Replacement	$42.7M	PDB	PDB Procurement	2019-2020
TPS Downing Elementary School Replacement	$42.7M	PDB	PDB Procurement, PM/CM Support	2019-2022
Chelan County PUD Rock Island Dam Powerhouse #2 Turbine Rehabilitation	$352M	PDB	PDB Procurement, PDB Advisory	2018-current

Project	Project Value	Delivery Method	Role	Time Involved
TPS Hunt Middle School Replacement	$48M	PDB	PDB Procurement	2018
TPS Boze Elementary School Replacement	$32.5M	PDB	PDB Procurement, PM/CM Support	2017-2020
Willapa Elementary School Gym Replacement	$2.2M	PDB	PDB Procurement, PM/CM	2017-2018

Doug Wiser – Project Manager/Construction Manager (Parametrix)

Doug is a senior Project Manager/Construction Manager with Parametrix. He will serve as the PM/CM for this project, will report to and collaborate with the City's Project Manager and will work closely with City staff and the PDB Team to manage the project as it progresses through design, permitting and construction. He will be responsible for ensuring that the project team endeavors to deliver a project that will meet the City's program, budget and schedule requirements. During construction, Doug will work closely with and oversee the efforts of the Parametrix Construction Observer/Inspector.

Doug has over 40 years of experience in the design and construction industry and a strong background in OSHA safety training and safety assessment. Prior to joining Parametrix, Doug spent twenty-three years in construction and then thirteen years as the principal owner of Wiser Construction Management Group, providing owner's representation, project management and construction management services to clients. In addition to his consulting background, Doug has served as Adjunct Professor at the Northwest College of Construction in Portland since 2005, teaching and training construction trades apprentice courses including OSHA 10 & 30-hour safety training, OSHA confined space, OSHA fall protection, Project Management, Construction Math, and AGC Supervisory Training. Doug successfully completed the AGC GC/CM training seminar in June 2020 and recently served a role as the Construction Manager for a $91.2M combined Middle School/Elementary School project for Vancouver Public Schools that was delivered utilizing GC/CM.

Project	Project Value	Delivery Method	Role	Timeframe
McKinley ES Elevator Addition	$1M	D/B/B	PM/CM	Summer 2022
McLoughlin MS/Marshall ES Replacement, Vancouver Public Schools	$91.2M	GC/CM	Construction Manager	2019-2021
Albany School District	$140M	CM/GC	Program Manager	2017-2019
Multnomah Athletic Club	$2M	D/B/B	Project Manager	2017-2018
Luckiamute New Elementary School	$10M	D/B/B	Program Manager	2016-2917
Widmer Brewing Expansion Project	$2M	D/B/B	PM/CM	2013-2016

Zak Tomlinson – External Legal Counsel (Pacifica Law Group)

Zak will provide legal guidance for the Project with respect to the requirements of RCW 39.10, as well as other procurement, negotiation, contracting, and contract administration matters. He will also assist the team in assembly of the PDB Contract Documents (Agreement, General Conditions and GMP Amendment) for design and construction.

Zak has practiced law in Washington since 2004. His primary practice involves representing public entities in construction and procurement matters, and he has served as outside counsel to numerous Washington state municipalities, including cities, counties, port districts, school districts and other special-purpose districts. Zak routinely advises on projects authorized under RCW 39.10, including Design-Build projects, Progressive Design-Build projects, and GC/CM projects, including the following recent experience:

- Counsel to Lake Washington School District on the Redmond Elementary School Campus Project, under development as a Progressive Design-Build project.

- Counsel for Snohomish County on the Arlington Operations Center project, under development as a Progressive Design-Build project. The project involves upgrade and modification to the County's Arlington Operations Center.
- Counsel for the City of Everett on the Reservoir 3 Structural Upgrade Project, under development as a Progressive Design-Build project. The project involves repairs and upgrades to the City's Reservoir 3, which is a 20-million-gallon water reservoir that was originally constructed as an open-air reservoir in the 1920s and was subsequently covered with a concrete roof structure in 1987. The structure covers an area of approximately 3.8 acres and is a critical component of the City's water distribution system.
- Counsel for the City of Everett on the Water Filter Plant Phase 2 Capital Upgrades Project, which is currently under development as a Progressive Design-Build project. The project involves upgrades and renovations to the City's water filter plant and regional water distribution system that serves more than 615,000 customers daily.
- Counsel for Issaquah School District in procurement and construction of High School # 4 / Elementary School # 17 Projects, under development as a Progressive Design-Build project.
- Counsel for Seattle Tunnel Partners JV on SR 99 Viaduct Replacement Project (Bertha). The Project, one of the largest Design-Build projects in state history, is now complete.
- Counsel for the City of Everett on Design-Build project involving replacement of water transmission line. The Project is now complete.
- Counsel for Lydig Construction Inc. on multiple master DBIA agreements for use in sport venues and hospital projects.
- Outside counsel for Mukilteo School District on multiple GC/CM projects, including the Mariner High School Renovation & Addition, Challenger & Horizon Elementary Schools.
- Outside counsel to Lake Washington School District on GC/CM projects, including Levy Middle School Additions project currently under development.
- Outside counsel for Pierce Transit on GC/CM projects including the Maintenance & Operations Base Infrastructure & Facility Improvements Project.
- Outside counsel for Seattle Art Museum on Seattle Asian Art Museum Renovations Project, procured and constructed in accordance with GC/CM requirements of RCW 39.10.

- Provide the ***experience and role on previous DB projects*** delivered under RCW 39.10 or equivalent experience for each staff member or consultant in key positions on the proposed project. (*See Attachment D for an example. The applicant shall use the abbreviations as identified in the example in the attachment.)*

  Please refer to the project experience tables included with the consultant biographies above.

- The qualifications of the existing or planned project manager and consultants. *Note: For Design-Build projects, you must have personnel who are independent of the Design-Build team, knowledgeable in the Design-Build process, and able to oversee and administer the contract.*

  Please refer to the information provided in the staff and consultant biographies above.

- If the project manager is interim until your organization has employed staff or hired a consultant as the project manager indicate whether sufficient funds are available for this purpose and how long it is anticipated the interim project manager will serve.

  Not applicable.

- A brief summary of the construction experience of your organization's project management team that is relevant to the project.

  Please refer to the information provided in the staff and consultant biographies above.

- A description of the controls your organization will have in place to ensure that the project is adequately managed.

  Consistent with previous capital projects, this project will be managed through City of Snoqualmie's Public Works Department. The project's overall organizational format starts at the top with project reviews and approvals by the Mayor and City Council. From there, it proceeds to the Project Leadership team that includes the City Administrator and Director of Parks and Public Works, and then to the City's Project Manager. The City's project specific staffing will include the City's Director of Parks and Public Works and the City's Project Manager from start of design through occupancy. The City staff will be augmented by Parametrix staff that will include a PDB Advisor, a Project Manager during the entire project and a Construction Observer during the construction phase. Key Parks and Public Works staff will be routinely consulted throughout the project and invited to participate in all design phase reviews, value analysis, and constructability reviews.

  The Public Works Department has developed a comprehensive project management system that has been successful in delivering projects of varying size, cost and duration on time and within budget during a time of unprecedented industry-wide cost escalation. This project will be led by a project team comprised of Parks and Public Works staff members who will be augmented by the expertise of our PDB consultant, Parametrix Inc., who specialize and are well versed in the statutory requirements (RCW 39.10) and industry best practices around alternative project delivery as well as PM/CM processes and procedures. In addition, the City will employ the legal expertise of outside legal counsel, Zak Tomlinson, a construction attorney with Pacifica Law Group who is highly experienced in the construction industry, has intimate knowledge of the statutory requirements related to RCW 39.10, PDB contract documents and PDB best practices, methods and procedures.

  The following high-level summaries articulate our organizational controls:

  Project Management and Decision Making

  - Authority and project related decision-making responsibility will be provided by City of Snoqualmie Director of Parks and Public Works with implementation and direction to the PDB Team provided by the City's Project Management team and Parametrix.
  - Parametrix will meet on a regular basis with the City's Director of Parks and Public Works, Mike Chambless and Project Manager, Jeff Hamlin, to discuss project needs, project milestones and to develop strategy recommendations and courses of action for implementation the project.

  Selection Committee

  - The PDB Selection Committee will consist of representatives of the City's Administrative and Parks and Public Works staff and may include representatives from our project partner, the YMCA.
  - The PDB Selection Committee will include members with applicable design, maintenance, operation and construction knowledge and experience.
  - The PDB Selection Committee will review the PDB Teams responses to the RFQ and RFP and make recommendations of PDB Team scoring and shortlisting.
  - The PDB Selection Committee will make the recommendation for PDB selection to the Director of Parks and Public Works, the Mayor and the City Council.
  - Parametrix will plan, facilitate and monitor the procurement and selection process but will not be a scoring member of the PDB Selection Committee.
  - Jim Dugan, Parametrix PDB Advisor, will be the primary point of contact from Parametrix during scoring and selection.

  Communications

  - The City will use a variety of well-established formal and informal tools to provide effective communications with all of those involved in the project.

- At the appropriate time, the City will advertise the RFQ and make the RFQ available to interested PDB Teams.
- Firms will be notified in writing of the shortlisted PDB Teams following the review and scoring of the responses to the RFQ.
- Shortlisted PDB Teams will be issued a final version of the RFP and will be invited to submit a Proposal.
- During the RFP phase, the Selection Committee will meet with the shortlisted PDB Teams in a Design/Builder led Proprietary Meeting to discuss project objectives, project approach, project procedures and project specific ideas to allow the PDB Teams to complete their Proposal. The PDB Selection Committee will provide appropriate input and feedback to the PDB Teams during the Proprietary Meetings.
- Once a "most qualified" PDB Team is selected, the City and Parametrix will meet with the PDB Team to negotiate preconstruction phase fees and contract terms and conditions.
- During the design and construction phases the City and Parametrix will meet with the PDB Team and partake in interim reviews of the program, design, costs and schedule to ensure the City's expectations and vision of the finished project are achieved.

Project Progress

- Progress will be reported weekly by the PDB Team to the City's Project Manager and PDB Consultant who will report up to the City's Director of Parks and Public Works.
- Formal reports will be developed by the PDB Team, the City's Project Manager and the PDB Consultant and will be sent to the City Administrator, the Mayor, the City Council and other stakeholders as applicable.
- Occasional project status updates may be posted on the City's website to ensure the public is informed on the project status.

Budget Monitoring

- The D/B will be required to provide updated cost estimates and design documents at specified milestones throughout the project.
- The City's Project Team will be managing and tracking the program finances and collaborating with the PDB Team to weigh/reconcile the cost estimates against budget on a regular basis throughout the project.
- The City's Project Team will collaborate with the PDB team to conduct ongoing value analysis on the project as it progresses through the design process. The PDB Team will keep a value analysis log that will be updated on a regular basis and kept as part of the project record.
- Financial reporting will be provided on a regular basis to the City's Director of Parks and Public Works, Mayor and City Council.
- The City will maintain its own project contingency and reserves to address any Owner driven scope changes or changes resulting from unforeseen/latent conditions and any appropriate resultant change orders.

Approval

- The Parks and Public Works Director has signature authority on Public Works contracts up to $50,000.
- The City Administrator/Mayor has signature authority up to $116,155.
- City Council approval is required for values above those stated above.

Schedule

- The proposed project milestone schedule will be provided in the PDB RFQ documents.

- Successful PDB Team will work with the City and Parametrix to produce a more detailed project schedule that will show subcategories for design, permitting, phasing, bidding and construction.
- Weekly Construction Project Progress Meetings will include review of the Contractor's 3-week look-ahead schedule that forecasts upcoming construction activities.
- Monthly D/B construction progress updates with a narrative will be a project requirement.
- Parametrix and the City's Project Manager will review the baseline construction schedule and comment on monthly construction schedule updates.

- A brief description of your planned DB procurement process.

  Our PDB procurement/selection process will be primarily qualification-based and will be evaluated/scored on a number of PDB Team and individual team member qualification, experience, past performance and project approach-based criteria plus a minor pricing factor. All criteria will be provided with a weighted scoring that reflects the City's perceived importance to the project. Due to the qualifications-based selection, design efforts by the Proposers will be discouraged.

  Our procurement process will include the following:

  - Prior to release of the RFQ, we will conduct outreach to potential PDB Teams to make them aware that the project is being planned and the anticipated timing of the RFQ release.
  - Publish an advanced notice advertisement to notify potential PDB Teams that the project is being planned and so that they can begin to form their teams in anticipation of the RFQ.
  - Publicly advertise and issue the RFQ to solicit Statements of Qualifications (SOQ) from potential PDB Teams. RFQ will identify scoring criteria and weighting that will be used in evaluating the SOQs that are received.
  - Review/score SOQs received from Proposers to arrive at a shortlist up to 3 or 4 of the highest ranked Proposers who will be identified as Finalists.
  - Issue final RFP to Finalists that will solicit their written Proposal that will include project specific approach information and pricing factors. The RFP will identify scoring criteria and weighting that will be used in evaluating the Proposals that are received.
  - Conduct PDB team led Proprietary Meetings with each Finalist to answer questions that will help them complete their Proposals.
  - Receive and review Proposals. (With the exception of Price Factors which will be held confidential until after scoring of other proposal information.)
  - Conduct City of Snoqualmie led Interviews of PDB Finalists to help the City's Selection Committee to better understand the qualifications and intended approach of each PDB Finalist.
  - Score Final Proposals.
  - Open and score Price Factors.
  - Notify all Proposers with a written summary of the scores from the procurement process and the selected PDB Team.
  - Recommend award to the highest ranked PDB Finalist to the Mayor and City Council and request permission to negotiate Preconstruction Fees and the terms and conditions of the PDB Contract.
  - Negotiate Preconstruction Fees and terms and conditions of the PDB Contract with highest ranked PDB Finalist.
  - Obtain approval of the selected PDB Team, the Preconstruction Fees and the terms and conditions of the PDB Contract from the Mayor and City Council.

- Execute DB Agreement and issue NTP.
- Make honorarium payment to PDB Finalists who were not awarded a contract.

The SOQs and Proposals will be reviewed, evaluated and scored by a team that will include members of the City's Administrative and Parks and Public Works staff and may also include representation from our project partner, the YMCA.

The scoring utilized to determine the total points and highest scoring Finalist will be cumulative and inclusive of the scores from the SOQs, the Interviews and the Proposals, including the cost factors. The highest scoring Finalist will be identified and invited to negotiate a DB Agreement. Parametrix and Pacifica Law Group will provide technical consultation to the City, as required, during this phase.

Evaluation factors for the SOQs will include, but may not be limited to, technical qualifications of the firms and the key design and construction personnel; competency of the firms and the key design and construction personnel; the proposer's past performance in utilization of disadvantaged business and small business enterprises and the ability to provide a performance and payment bond for the project.

Evaluation factors for the Proposals will include, but may not be limited to, project-specific technical approach information, the management plan to meet time and budget requirements, the project-specific outreach and inclusion plan for small business entities and disadvantaged business enterprises and one or more price-related factors. The weighting of the price-related factors will be minor in comparison to the weighting of the other evaluation factors.

Pending approval by the PRC, we anticipate that the procurement process will begin with the advertising of the Request for Qualifications in February 2023 and will culminate with the identification of our "Most Qualified" D/B contractor in April 2023. (Refer to Section 3 for additional schedule information.)

Once the most qualified PDB is identified, we will then go to the Mayor and City Council for permission to negotiate Preconstruction Services and the DB Contract terms and conditions with the intent to complete negotiations and take the DB Agreement to the mayor and City Council for approval in May 2023. The City intends to utilize Parametrix as external industry experts to facilitate us in the DB selection and contracting process. We will also use the services and advice of Zak Tomlinson of Pacifica Law Group for legal issues, during procurement, contract negotiations and the course of the project.

- Verification that your organization has already developed (or provide your plan to develop) specific DB contract terms.

  Zak Tomlinson of Pacifica Law Group will assist the City in preparation of the Contract Documents (PDB Agreement, General Conditions and GMP Amendment). City staff, working with Parametrix, will prepare and customize the RFQ/RFP documents to meet specific project needs.

7. **Public Body (your organization) Construction History:**
   Provide a matrix summary of your organization's construction activity for the past six years outlining project data in content and format per the attached sample provided: *(See Attachment E. The applicant shall use the abbreviations as identified in the example in the attachment.)*
   - Project Number, Name, and Description
   - Contracting method used
   - Planned start and finish dates .
   - Actual start and finish dates
   - Planned and actual budget amounts
   - Reasons for budget or schedule overruns

Project Name	Contract Method	Planned Const. Start	Planned Const. Finish	Actual Const. Start	Actual Const. Finish	Original Const. Budget	Actual Cost of Const.	Reasons for Budget or Schedule Overruns
Lift Station 2 Improvements	DBB	Jan 2021	Sept 2021	Jan 2021	Sept 2021	$355 K	$375 K	
Park St Revetment	DBB	July 2021	July 2022	July 2021	July 2022	$2.2 M	$2.2 M	
Utility Infrstr Improvements	DBB	May 2021	May 2022	May 2021	July 2022	$1.9 M	$2.0 M	
Wastewater Phase 2	Bid	Jan 2018	April 2019	Jan 2018	April 2019	$10.6 M	$10.6 M	
Wastewater Phase 1	Bid	Aug. 2016	July 2017	Aug. 2016	Jan 2018	$5.59 M	$5.58 M	
Reservoir Project	Bid	April 2018	December 2018	April 2018	November 2018	$1.2 M	$1.15 M	
Pressure Zones	Bid	March 2018	November 2018	March 2018	November 2018	$2.0 M	$1.6 M	
Northern Street LID	Bid	April 2017	September 2017	April 2017	September 2017	$990 K	$990 K	
Phase 2A Town Center Improvement	Bid	June 2014	June 2015	June 2014	October 2015	$4.2 M	$4.5 M	Utility relocation delays

8. Preliminary Concepts, sketches or plans depicting the project

To assist the PRC with understanding your proposed project, please provide a combination of up to six concepts, drawings, sketches, diagrams, or plan/section documents which best depict your project. In electronic submissions these documents must be provided in a PDF or JPEG format for easy distribution. Some examples are included in attachments E1 thru E6. At a minimum, please try to include the following:

- A overview site plan *(indicating existing structure and new structures)*
- Plan or section views which show existing vs. renovation plans particularly for areas that will remain occupied during construction.

Note: applicant may utilize photos to further depict project issues during their presentation to the PRC

See attached Exhibit B for a very conceptual diagram of what the project might be. The City of Snoqualmie anticipates, utilizing Progressive D/B delivery, with the primary design being collaboratively developed by the D/B team in conjunction with the City based on programming and scoping information provided by the City and their project partners.

9. Resolution of Audit Findings On Previous Public Works Projects

If your organization had audit findings on any project identified in your response to Question 7, please specify the project, briefly state those findings, and describe how your organization resolved them.

The City of Snoqualmie has not had any audit findings on any of the projects identified in response to Question #7.

10. Subcontractor Outreach

Please describe your subcontractor outreach and how the public body will encourage small, women and minority-owned business participation.

The City is committed to supporting the local community and economy by encouraging their contractors to include participation of local businesses, small business enterprises, women and minority business, and socially and economically disadvantaged business enterprises on their projects. This is intended to invest tax-payer dollars back into the community, as well as help build a strong professional community able to

tackle the increased construction project load that is being experienced in Washington State and especially the greater Puget Sound region.

The PDB Contractor will be expected to demonstrate due diligence to attempt to encourage and include participation of these businesses to bid and be successful at winning work on the project. Our RFQ/RFP documents will require the contractor to provide their approach for outreach and to encourage participation of local businesses, small business enterprises, women and minority businesses, and socially and economically disadvantaged business enterprises. We will also request their success and performance related to inclusion on prior, completed projects.

CAUTION TO APPLICANTS
The definition of the project is at the applicant's discretion. The entire project, including all components, must meet the criteria of RCW 39.10.300 to be approved.

SIGNATURE OF AUTHORIZED REPRESENTATIVE
In submitting this application, you, as the authorized representative of your organization, understand that: (1) the PRC may request additional information about your organization, its construction history, and the proposed project; and (2) your organization is required to submit information requested by the PRC. You agree to submit this information in a timely manner and understand that failure to do so may delay action on your application.

The PRC strongly encourages all project team members to read the Design-Build Best Practices Guidelines as developed by CPARB and attend any relevant applicable training. If the PRC approves your request to use the DB contracting procedure, you also agree to provide additional information if requested.

The 2021 Legislature updated RCW 39.10.330(8) stating that Design-Build contracts must require the awarded firm to track and report to the public body and to the office of minority and women's business enterprises (OMWBE) its utilization of the OMWBE certified businesses and veteran certified businesses. By submitting this application, you agree to include these reporting requirements in project contracts.

I have carefully reviewed the information provided and attest that this is a complete, correct and true application.

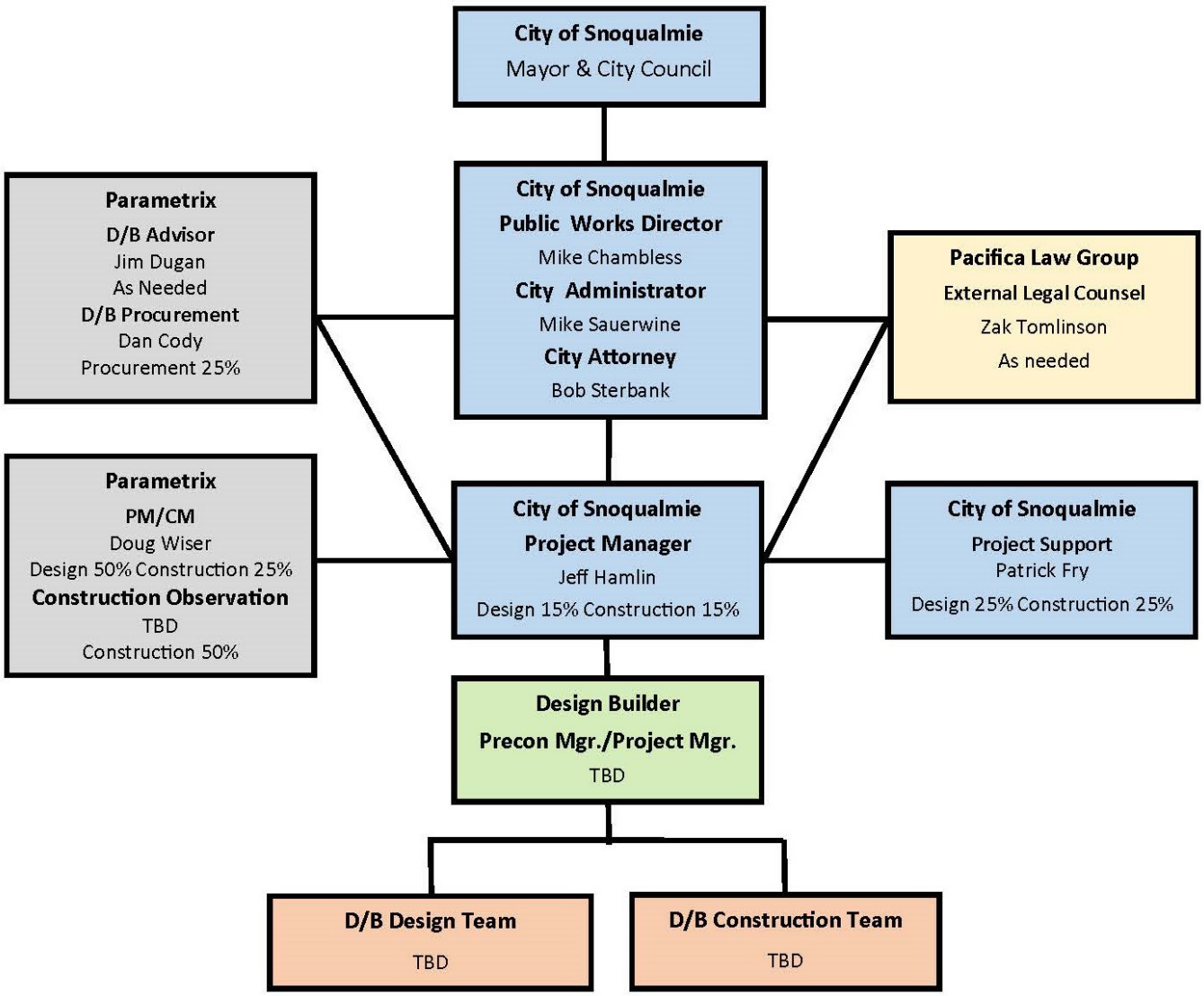
Signature: Michael Chambless

Name: *(please print)* Michael Chambless *(public body personnel)*

Title: Acting City Administrator (Parks & Public Works Director)

Date: 12/16/2023

EXHIBIT A – Project Org Chart



CITY OF SNOQUALMIE
COMMUNITY CENTER EXPANSION PROJECT
ORG CHART

EXHIBIT B – Concept Diagram