

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): [Spokane County](#)
- b) Mailing Address: [Spokane County Public Works, 1026 W Broadway Ave., Spokane, WA 99260](#)
- c) Contact Person Name: [Kyle Twohig](#) Title: [Senior Director of Public Works](#)
- d) Phone Number: [509-477-7450](#) E-mail: ktwohig@spokanecounty.org

1. Brief Description of Proposed Project

- a) Name of Project: [Public Works Operations Building](#)
- b) County of Project Location: [Spokane County](#)
- c) Please describe the project in no more than two short paragraphs. (*See Attachment A for an example.*)

The [Spokane County Public Works Operations Building](#) project involves the construction of a combined shop and office building, parking lot, and associated stormwater facilities at 1303 N Cedar St. The building will operate primarily as a field office for four Spokane County Public Works departments: Sign Shop, Signal Shop, Bridge Crew, and Construction Inspection/Materials Testing. The footprint of the building is estimated to be about 30,000 sq ft. Spokane County is proposing an alternative delivery method for the project delivery, and it is anticipated that this method will provide a variety of benefits: including project quality, collaboration, reduced change orders, and maximizing the value of the County's investment.

2. Projected Total Cost for the Project:

A. Project Budget

Costs for Professional Services (A/E, Legal etc.)	\$50,000
Estimated project construction costs (<i>including construction contingencies</i>):	\$15,000,000*
\$12,700,000 Base Construction Cost	
\$1,020,000 A/E Fee*	
\$1,0280,000 Contingency*	
\$15,000,000 Total	

*A/E fees approximately 8% of base construction costs. (Approx. 2% for validation, 4% for setting the GMP, and 2% for the construction phase.)

*Construction contingency of approximately 10% of base construction cost.

Equipment and furnishing costs	\$400,000
Off-site costs	\$600,000
Contract administration costs (owner, cm etc.)	\$350,000
Contingencies (design & owner)	\$1,600,000
Other related project costs (briefly describe)	\$400,000
Sales Tax	\$1,600,000
Total	\$20,000,000

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 project is estimated to cost approximately \$20 million. About half of this sum has already been secured, with \$1 million approved through the American Rescue Plan Act (ARPA) and the rest will be funded through a commercial loan. Spokane County is also pursuing additional funding through the department of Ecology for site cleanup. The Board of County Commissioners has approved the total project budget.

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

PROCUREMENT	
Procure Owners Rep	Feb 6, 2023
PRC Approval Anticipated	March 23, 2023
RFQ Posted	March 30, 2023
RFP Posted	May 4, 2023
Select Design-Builder	June 23, 2023
Design-Builder Contracted	July 11, 2023
DESIGN AND CONSTRUCTION	
Preliminary Design/Programming	Fall 2023
Existing Building Demolition	Fall 2023
Site Clean Up/Mitigation	Spring 2024
Design	Fall 2023 - Summer 2024
Final Design and Permitting	Summer 2024
Begin Construction	Summer 2024
Building Completion	Summer 2025

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?

The project area is a brownfield site with a complex environmental history of legacy pollutant deposition that has spanned more than 50 years. In 2015, the Department of Ecology assigned an Environmental Restrictive Covenant on the site. These factors add a level of complexity to the project, as the site will need to be cleaned up/mitigated, and Spokane County will have to consult with a variety of environmental agencies to ensure compliance during remediation.

The County may also need to consider creative alternatives that require less ground disturbance to avoid adverse effects from the anticipated contamination, such as a storage building constructed on pilings, rather than traditional foundations. Having both the contractor and architect on board early in the project would allow the County to explore these types of alternative options. Between the basalt outcroppings, known and suspected contaminants, and buildings requiring abatement, this site will need to be carefully and creatively approached.

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

The intended goal of using design-build is to improve efficiency within the design/construction contract for the Operations building and maximize value to the County. The process allows for improved collaboration up front, resulting in less change orders, and a higher quality end product. Although work for the owner will be heavier on the front end, it is expected that owner involvement may be reduced during the construction process, because many of the decisions during the design phase will be collaborative with input from the owner, constructor, and designer, and after a robust validation process geared to discover and mitigate major risks at the outset of the project. This should significantly reduce the risk of more expensive and less efficient change orders during construction. The County will also benefit from the combined project consulting teams (contractor and architect), as Public Works staff are not specialized in commercial building construction. This will give Spokane County the opportunity to rely on the expertise of the consultant team, allowing Spokane County to remain in an owner role.

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

A measurable benefit expected from choosing an alternative delivery method is a reduction in change orders. As noted above, the parties enter into a validation process at the outset of the project, which is geared to discover and mitigate major risks at the outset of the project, when they are easiest and more efficient to manage. After validation, the parties will enter into a collaborative target value design process where the project is designed to the budget, rather than estimated after design. With target value design, the owner can make more informed decisions regarding what scope can be deferred because the design and price are developed simultaneously, not sequentially. Because costs are finalized later in the process than the traditional design/bid/build method, the design will be further developed, alleviating the need for overly large contingencies to be built into a lump sum price and reducing the number of change orders. In addition, the design-build process allows for overlapping design and construction phases, which reduces the duration of the project, allowing for time savings.

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

PDB provides a substantial fiscal benefit because of the efficiencies in time savings on the project. As noted above, PDB allows for phasing of the project, allowing for commitments for construction and long lead item costs to occur prior to the completion of the design of the entire project. With a volatile market and high inflation rates, early commitment on these items can reduce significant costs. Further, phasing can decrease the total time for the project, significantly decreasing the overall cost. Additionally, a careful and thoughtful approach to the existing site contamination through collaboration of the PDB team and the Department of Ecology will minimize unnecessary cleanup costs.

- 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.

By using DB contracting, Spokane County expects to maximize value on this project. As DB procurement focuses on value, the owner benefits from choosing an experienced team that will provide high value throughout the entire project duration. This will allow Spokane County to procure a team that is going to deliver the best product, supporting the County in their goal to provide an efficient, well organized central operations building for crews that maintain the infrastructure that ensures public safety. These departments work on the bridges, signs, road striping, and road infrastructure that provides the travelling public with efficient and safe means of transportation. By obtaining a design-build team that can best meet the County's goals, Spokane County can be better stewards of the tax dollars, ensuring that this operation center will provide continued use and efficient workflows for these teams for decades to come.

6. Public Body Qualifications

Please provide:

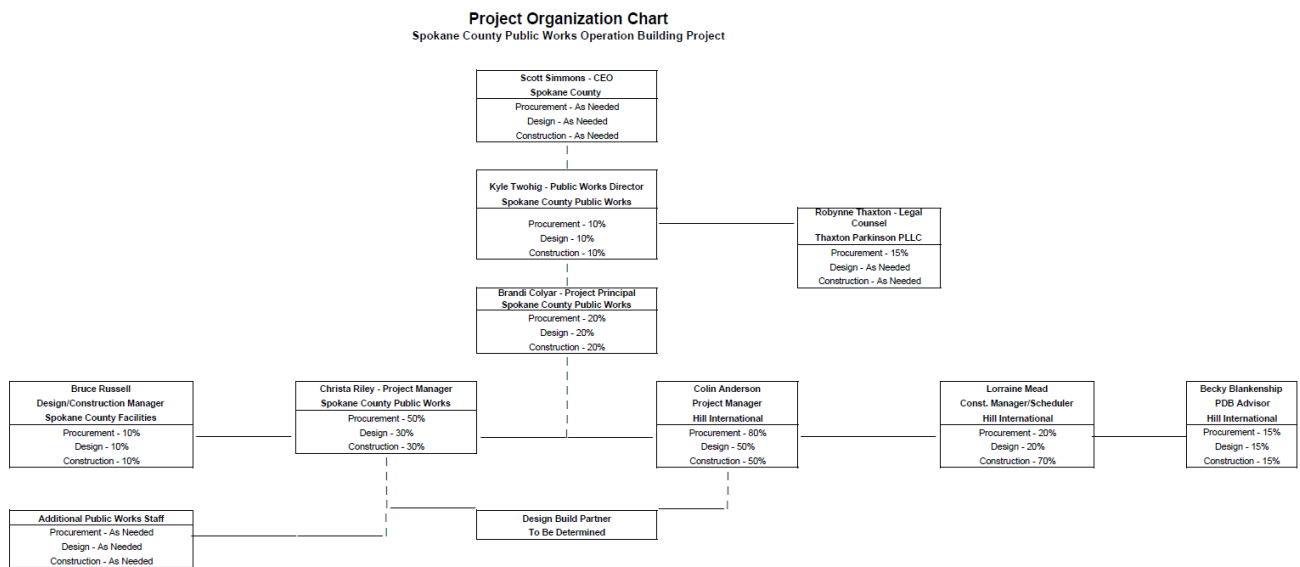
- A description of your organization’s qualifications to use the DB contracting procedure.

Spokane County Public Works has decades of experience delivering projects and an organizational structure that supports this work. In recent years, Public Works has delivered new County Shops for maintenance crews, a new education building, and countless road projects. Public Works has many project managers on staff and has collaborated with Spokane County Facilities to provide knowledge sharing on projects where other areas of expertise are necessary.

Because Public Work’s has limited experience in DB contracting, experienced Owner’s Representative Services have been procured, which will guide the County through the design-build process. Public Works has hired Hill International, Inc. (Hill), a professional construction management and owner advisory firm that provides a team with proven alternative contract delivery experience to assist with the management and administration of the PDB procurement and project. Public Works has also hired Thaxton Parkinson PLLC to assist with the procurement and contract.

- 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.)



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

Kyle Twohig is the Senior Director of Public Works for Spokane County and brings extensive experience in capital project delivery, including nearly every form of alternative delivery. Kyle spent the last decade delivering over \$1B in public capital projects. He is the currently serving his second term on the Project Review Committee and is the acting Vice Chair. Kyle has delivered projects utilizing Design Build, Progressive Design Build, Gc/Cm, and Heavy Civil Gc/Cm along with traditional DBB. Several of these projects have won state and national awards, including the DBIA National Award for Merit and Excellence in Process awards with the City of Spokane on a project very similar and scope to this project (Nelson Service Center). He has attended the AGC Gc/Cm training as well as several DBIA educational sessions, workshops, and conferences while continuing to work closely with public owners to make improvements to project delivery methodologies. Kyle will oversee this project, bringing his array of experience and lessons learned to the County to ensure success.

Brandi Colyar is the Spokane County Capital Projects Program Manager. She is a licensed Professional Engineer in Washington and has over 20 years of experience delivering multimillion dollar transportation and maintenance operation projects and programs. Her previous experience includes working as the Assistant Director/Assistant County Engineer for Adams County Public Works and as Project Manager and Engineer for The Washington State Department of transportation. Brandi has extensive experience delivering multifaceted projects and programs for roads, bridges, recreation facilities, solid waste facilities, public services, and maintenance operations. Brandi has prior experience and training in Value Engineering, Design Build, Consultant and Contractor Management. Brandi will provide oversight on the project design requirements, budget, and schedule for Spokane County.

Christa Riley has six years of experience with Spokane County Public Works and will serve as the project manager for Spokane County. Her recent relevant experience has involved managing consultants working on policy changes for the County and managing components of the County's stormwater and road maintenance programs. She will rely on more tenured team members, including the Owner's Advisor, to provide insight into the procurement, design and construction processes.

Bruce Russell is the Spokane County Facilities Construction Manager. He is a licensed Architect in Washington, California, and Utah, and has over 32 years of experience delivering a variety of projects ranging in cost from a few thousand dollars up to over forty million dollars. He has been with Spokane County for over 7 years and has managed multiple design and construction projects during that time. Bruce's experience has been exclusively in the design-bid-build format of project delivery but has received some training in alternative delivery methods. Bruce has extensive experience designing and managing multifaceted projects such as schools, city halls, performing arts theaters, wellness centers, medical examiner facilities, office buildings, mental health stabilization facilities, small arms shooting ranges, and manufacturing facilities. Bruce's role in this project is to provide architectural and Spokane County Facilities standards assistance to the Public Works department for their new building/facility.

Becky Blankenship, Progressive Design Build Advisor, Hill International, Inc. Becky will serve as the 3rd party alternative project delivery advisor. Becky has extensive experience leading and overseeing DB teams from both a design and construction standpoint. She served as the Construction Manager on the City of Richland's \$18M PDB City Hall; the \$3.5M PDB Fire Station 74; and WSU's \$4M Tri-Cities Student Union Building. She also served as the Architectural Project Manager for: Gonzaga's \$52M Hemmingson Center, the DB Award winning \$15.6M Nelson Service Center, the \$6M DB Boeing Associated Paint Hangar, the \$15.6M DB Operational Readiness training Complex Barracks at Joint Base Lewis McChord, the \$8M DB Fairchild Resistance Training Facility, the \$12.5M DB S.E.R.E. Force Support Headquarters, and three DB Armed Forces Reserve Centers located in Spokane, Vancouver, and Yakima – ranging in value from \$19.7M to \$29.8M each. She was the owner-advisor and project manager for the \$9.5M PDB Richland Fire Station/Public Safety 73 & 75, the \$12M PDB West Richland Police Facility, the \$5.3M PDB Morrow County Administration Building, and the \$9M Richland Public Safety 76. She served as the owner-advisor for the procurement phase of the \$12M PDB City of Pasco Zone 3 Reservoir Storage Tank project. Becky has been a DBIA Certified Professional for 11 years and is the current President of the Central Washington Chapter of the Design Build Institute of America.

Colin Anderson, DBIA, Project Manager, Hill International, Inc. Colin will serve as the DB Project Manager. Colin has 28 years of experience in the A/E/C industry. Prior to joining Hill in 2022, he spent 10 years as a lead designer and Senior Project Manager at Integrus Architecture, where he led over \$250 million in Progressive Design/Build contracts. These projects include the \$105M Northern Quest Hotel and Conference Center, \$47M Podium Sportsplex project, \$17M First Interstate Performing Arts Center, \$68M SGL Carbon Fiber Manufacturing Facility, \$4M Spokane Conservation District Phase 2 and the \$9M Pyrotek Headquarters Building. Prior to his architectural role, he spent 18 years in the trades, 7 of which were working for an integrated Design/Build company where he managed design and construction for numerous projects valued over \$15M. He received his Masters of Architecture from WSU and his undergraduate degrees from Moorhead State University and WSU. Colin is currently the President for the Inland Northwest Chapter of the Design Build Institute of America.

Lorraine Mead, Construction Manager/Scheduler, Hill International, Inc. Lorraine will serve as the construction manager. Lorraine is a DBIA certified professional and has more than 30 years of experience in project management, project controls and scheduling, estimating, subcontract administration, claims and change order management. She has performed all aspects of construction management including planning, scheduling, forecasting, estimating, wage and rate analysis. In addition, she has established and maintained construction schedules utilizing Primavera Project Manager and P6. Lorraine recently provided construction management and monthly schedule reviews for North Mason Regional Fire District's Headquarters Fire Station, Boardman Fire Station #81, Richland Public Safety Fire Stations 73 & 75, Spokane's Riverfront Park Pavilion project and for the Spokane Public Library Bond projects. Lorraine will fill a similar role on the Spokane County Operations Building project.

Robynne Thaxton (formerly Parkinson) JD, FDBIA, Thaxton Parkinson, PLLC

Robynne is providing legal services on the project and is one of the leading experts in construction law and alternative procurement both in Washington State and on a national basis. Robynne was appointed by Governor Jay Inslee to the Washington State Capitol Projects Advisory Review Board, and she served as Vice-Chair to the CPARB alternative procurement re-authorization committee and is, therefore, fully updated on the changes to RCW 39.10. In addition, she served on the National Design Build Institute of America Board of Directors from 2010 – 2016 and was named to the inaugural class of DBIA Designated Fellows. She is the Chair of the DBIA National Progressive Design-Build Committee, which is responsible for drafting the DBIA Best Practices documents for progressive design-build, and the former chair of the DBIA National Education Committee as well as the Legal and Legislation Committee, where she was instrumental in drafting and revising the DBIA form contracts and subcontracts. She served as the President of the Northwest Region for DBIA from 2008 to 2010 and chaired the NW Region Legal Committee from 2003 to 2020. Robynne was named as a Washington Super Lawyer in 2010-2022 and is the 2021 recipient of the DBIA Distinguished Leadership award. She is also a frequent lecturer for universities and industry organizations. Robynne has developed a specific expertise in the area of progressive design-build and is one of only a few approved instructors for DBIA's Progressive Design-Build Best Practices class.

- 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.*)

See attachment A – Project Management Team Public Works Alternative Contract Experience

- 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 Section 6.3 and Attachment A.

- 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.

Spokane County has hired Hill International to support the Spokane County project manager for this project. The funds for Hill's contract are available and designated for this purpose. The County anticipates that Hill will continue their efforts on behalf of Spokane County until project closeout is complete.

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

Over the last six years, Spokane County has completed a variety of building construction projects. These projects have ranged from new building construction of maintenance shops with office buildings, which was delivered by Spokane County Public Works, to a renovation of the existing Medical Examiner Facility, delivered by Spokane County Facilities. The project team for the Operations Building was built to include representatives from Public Works and Facilities to draw on this experience. In addition, Spokane County has hired Hill International for Owner's Advisor services and is confident they will provide value to Spokane County in training on the PDB method, as well as guiding the team through the proper processes throughout the project duration. Hill was chosen using the County's Request For Proposal (RFP) process, where proposals from individual firms were solicited and scored. Hill received the highest score and provided a detailed proposal which gave the County a clear path forward in the procurement, design, and construction phases. This will be especially valuable to the County, a first time PDB owner.

Spokane County's Owner Advisor consultant, Hill, has demonstrated successful owner's representative services on the following relevant PDB projects: Richland's \$9M Fire Station 73 & 75 Project; West Richland's \$12M Police Facility; North Mason Regional Fire Authority's \$10M Headquarters Fire Station, Morrow County's \$6.8M Government Administration Facility; the \$20.5M PDB U.S. Pavilion Project; the City of Richland's \$18M City Hall, Pre-Bond services for the \$27M SPFD Sportsplex project, and the City of Richland's \$2.8M Fire Station 74. Hill served as the owner's PDB PM and was involved in all phases of the projects from PDB procurement to project closeout. The team's qualifications, experience and the project organizational chart depict the depth, experience and commitment for successful project completion that will benefit Spokane County and the local community.

Robynne Thaxton has advised owners on over 35 PDB projects with a total project value in excess of \$5 billion. Representative clients include: The cities of Spokane, Portland, Richland, Wenatchee, Pasco, and Spokane Valley, WSDOT, the State of Washington, Western Washington University, University of California San Diego, Bonneville Power Administration, Grant County PUD, and the Toronto Transit Commission.

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

Project Management and Decision-Making – Authority and decision-making responsibility is provided by the Project Committee in coordination with Hill International. The Project Committee consists of Senior Director of Public Works, Kyle Twohig; Project Principal, Brandi Colyar; Project Manager, Christa Riley; and Design/Construction Manager, Bruce Russell.

Hill International staff will meet regularly with the Project Committee to discuss project/program needs, milestones and develop strategy recommendations and courses of action for implementing the project. Colin Anderson and Lorraine Mead are committed to the day-to-day operations and functioning of the Operations Building Hill team and will be responsible to the Project Committee for the project.

The D-B Selection Committee, consisting of Spokane County staff and Hill International (non-voting members) will review the Design-Build Teams' SOQs, Proposals, and interactions during proprietary meetings and interviews to make recommendations of D-B team shortlist finalists and final D-B team selection to the Project Committee.

Communications – Hill International, in partnership with Spokane County, 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, Spokane County will advertise the RFQ and post the RFQ on their website. During the RFP phase the Selection Committee will meet with the shortlisted firms in proprietary interactive meetings to discuss project objectives, project approach, concept designs and provide feedback. Once a D-B Team is selected, the Project Committee and Hill International staff will meet with the D-B Team during the design and construction phases and provide interim reviews of the design to ensure that Spokane County's expectations and vision of the finished project are achieved. Project progress will be reported to the Project Committee and other stakeholders.

Budget Monitoring – Hill International will be managing and tracking the program finances using Spokane County’s accounting codes. Financial reporting will be provided on a regular basis to the Project Committee and other appropriate stakeholders. Spokane County will maintain its own contingency and Owner’s Management Reserve line item in the Operations Building project budget to address any owner betterment changes and appropriate change orders.

Schedule - The overall project schedule will be provided in the D-B RFQ/P documents. Monthly D-B construction progress updates with a narrative will be a project requirement.

- A brief description of your planned DB procurement process.

The PDB procurement process will be based on a best value approach of qualitative factors and a price factor.

The first phase will be to issue a Request for Qualifications with a project description, published scoring and weighted criteria, proposed project budget and schedule, and proposed DB contract. Submittals will be reviewed and scored by the Selection Committee on their qualifications, including successful completion of projects of similar scope and complexity and their previous history with the use of small and disadvantaged business enterprises. Hill will provide technical analysis and input from Thaxton Parkinson. Spokane County intends to shortlist up to a maximum of three firms.

The second phase will be to provide the Request for Proposal documents to the shortlisted firms. The RFP will include the owner’s program and technical requirements, performance specifications, and project goals. The RFP submittal requirement will include: a project schedule, management approach, DB team experience, OMWBE outreach plan, bonding capacity, and proposal form. Up to two proprietary meetings will be held with each firm during the RFP development phase to allow the teams to receive input from the Selection Committee. The proposal submissions will be evaluated by the Selection Committee who will receive, evaluate, and score proposals from the short-listed Firms. Hill and Thaxton Parkinson will provide technical consultation during this phase. The honorarium for non-selected proposers will be in the range of \$5,000-\$6,000. This value is commensurate with other recent projects of similar size procured through on-site meetings.

Qualitative factors such as design efficiency, project management plan, schedule, technical factors, and other published criteria will be the primary criteria for selection. Spokane County is considering various options in determining the required selection criteria based on cost or other price related factors.

In the event of a dispute, Spokane County has defined an alternative dispute process in the General Conditions of the Agreement. The initial dispute process will focus on preventing conflicts through partnering with the contractor and resolution of conflicts at the lowest level possible. If the parties are unable to resolve the issue at this level, the approach would follow the procedure established in the General Conditions, potentially culminating with the issue being resolved through a binding arbitration process.

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

Robynne Thaxton with Thaxton Parkinson PLLC will be providing legal services to Spokane County for contracting needs associated with this project. Robynne is a leader in the industry, with specific experience in PDB. Robynne will work with Spokane County to identify the project’s unique risks and needs and then tailor the procurement and contract documents to the project. The contract will be based on contracts that Robynne developed and used over many years.

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

[See Attachment B - Spokane County's History of Construction Projects](#)

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 Attachment C – Existing Conditions and Site Plan](#)

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.

N/A

10. Subcontractor Outreach

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

Spokane County is committed to inclusion of diverse businesses in their projects. In the past 2 years Spokane County Public Works has delivered approximately \$1.73 Million in participation by certified small, women and minority-owned business. Spokane county has delivered multiple Federal grant funded projects including 12 in the past 2 years. Federal projects are assigned goals upwards of 20% participation based on the availability of certified businesses able to perform the expected items of work. Spokane County has successfully met or exceeded the federal goals set for its projects.

Spokane County meets these goals by advertising construction projects and consultant proposals early, coordinating with the local association of general contractors, and attending open Contractor forums to promote subcontractor participation. Consultant requests for proposals and qualifications scoring provides added points for consultants who are certified or can demonstrate their small, women and minority-owned business inclusion. Since Spokane County Public Works self-performs most of the project design the opportunity for small, women and minority-owned business participation in this phase has primarily been limited to specialized services needed by the departments. Since Public Works will not be completing this project design inhouse, this will provide an opportunity build on the current program.

Spokane County will include a requirement in the RFQ for proposers to describe their past utilization of OMWBE certified business. The County will send the Advertisement for RFQ to OMWBE to be posted and viewed on their website for contracting opportunities to aid in the encouragement of small, woman and minority-owned businesses to participate in the project. The DB contract will also require the Design Builder to develop an inclusion approach to track and report utilization of minority and women's business enterprises certified business and veteran certified businesses. The RFP will include scoring components connected to their past performance and ability to demonstrate meeting project goals and supporting small, woman, and minority owned businesses.

Spokane County will work with Hill International on a plan to further reach out to the diverse business community in advance of solicitation to generate interest and provide education around the Progressive Design Build delivery method. The plan includes a DBE outreach and education event in partnership with the local DBIA chapter.

In consulting, Spokane County has already hired Thaxton Parkinson PLLC, which is a certified woman owned business.

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:  _____

Name: (please print) Kyle Twohig _____ (public body personnel)

Title: Senior Director of Public Works _____

Date: 2/20/23 _____