

State of Washington  
**PROJECT REVIEW COMMITTEE (PRC)**  
**GC/CM PROJECT APPLICATION**  
*To Use the General Contractor/Construction Manager (GC/CM)*  
*Alternative Contracting Procedure*

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

**Identification of Applicant**

- a) Legal name of Public Body (your organization): **Lake Stevens School District #4**
- b) Mailing Address: **12309 22<sup>nd</sup> St NE, Lake Stevens, WA 98258**
- c) Contact Person Name: **Robb Stanton** Title: **Exec. Director, School Planning & Construction**
- d) Phone Number: **425-335-1506** E-mail: **robb\_stanton@lkstevens.wednet.edu**

**1. Brief Description of Proposed Project**

- a) Name of Project: **Secondary Innovative Learning Center/Central Kitchen/Mt. Pilchuck Gym**
- b) County of Project Location: **Snohomish**
- c) Please describe the project in no more than two short paragraphs. (*See Example on Project Description*)  
 The new Secondary Innovative Learning Center (SILC) will be placed on the Mt. Pilchuck Elementary School campus. The programming for the SILC is still in development but is expected to include at least the following components: alternative high school programs; online learning programs; Transitions programs including job training; early childhood education program; and daycare. The adjacency to Mt. Pilchuck ES creates opportunities for these programs. The District is also in need of a new Central Kitchen and housing this program adjacent to the SILC will create opportunities for the alternative learning, Transitions program, and new potential farm to table pathways. The SILC building will be approximately 25,000 square feet and the central kitchen will be approximately 5000 square feet. The site currently houses two outdated administrative buildings, one of which houses the existing Transitions program, which will be demolished, as well as two softball fields, and a dramatically undersized student drop-off/pick-up loop. Mt. Pilchuck ES currently has a single multi-purpose space which is used for lunch and PE. This project will add a new gym. Site circulation will be redesigned to accommodate the new buildings, increase drop-off lanes, add parking, and a bus loop. The school district's GMP budget for this project, including off-site improvements, is \$28,400,000. This includes the GC/CM Risk Contingency, GC/CM Fee, Specified General Conditions, and Negotiated Support Services.
- d) Applying for permission to utilize Alternative Subcontractor Selection with this application? Yes  No   
*(if no, applicant must apply separately at a later date utilizing Supplement B)*

**2. Projected Total Cost for the Project:**

**A. Project Budget**

<b>SILC/CENTRAL KITCHEN/MT. PILCHUCK GYM</b>	
MACC	\$ 25,585,600.00
GC/CM Fee, SGCs & NSS (11% of MACC)	\$ 2,814,400.00
<b>CONSTRUCTION BUDGET</b>	<b>\$ 28,400,000.00</b>
Planning and Design (13%)	\$ 3,326,000.00
Permits and Fees (5%)	\$ 1,279,000.00
Equipment and Furnishings (4%)	\$ 1,023,000.00
Project Management (2%)	\$ 511,000.00
Contingency (10%)	\$ 2,519,800.00
Sales Tax (9.3%)	\$ 2,641,200.00
<b>Total</b>	<b>\$ 39,700,000.00</b>

**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*

**This project is part of a capital bond measure which was passed by our voters on February 11, 2025.**

**3. Anticipated Project Design and Construction Schedule**

Please provide:

The anticipated project design and construction schedule, including:

- a) Procurement; *(including the use of alternative subcontractor selection, if applicable)*

<b>GC/CM Procurement Schedule - SILC/CK/MtP Gym</b>		
Task	Start	Finish
Develop PRC Application	2/1/2025	2/20/2025
Submit PRC Application		2/20/2025
Develop PRC Presentation	2/20/2025	3/27/2025
PRC Presentation		3/27/2025
PRC Verbal Approval		3/27/2025
Develop RFP Document	2/24/2025	3/31/2025
Develop RFFP Document	2/24/2025	3/31/2025
RFP Advertisement #1		4/2/2025
RFP Advertisement #2		4/9/2025
Pre-submittal Information Meeting		4/16/2025
RFP Questions Due from Proposers		4/23/2025
RFP Addendum Issued		4/25/2025
Proposals Due		5/1/2025
Review/Score Proposals	5/2/2025	5/8/2025
Notify Proposers & invite Shortlist to Interview		5/9/2025
Interviews with Shortlist	5/20/2025	5/23/2025
Notify Shortlist of RFFP Finalists		5/27/2025
Waiting period (2 days)	5/27/2025	5/29/2025
Release RFFP to Finalists		5/29/2025
RFFP Questions Due		6/10/2025
RFFP Addendum (if needed)		6/13/2025
RFFP - Fee Proposals Due/Bid Open		6/19/2025
Notify Bidders of Scoring and most Qualified GC/CM		6/20/2025
Statutory waiting period (4 days)	6/23/2025	6/26/2025
Contract negotiations	6/20/2025	7/3/2025
Board Approval of Contract Award		7/9/2025
GC/CM Contract with Pre-con services executed		7/10/2025

- b) Hiring consultants if not already hired; and

N/A

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

*(See Example on Design & Construction Schedule)* N/A

- d) Provide an updated schedule to include Alternative Subcontractor Selection Procurement process.  
(If applicable)

SILC/Central Kit/MtP Gym Design and Construction Schedule		
Task	Start	Finish
Site Investigations	10/23/2024	12/31/2024
Programming	2/3/2025	5/23/2025
Schematic Design	5/26/2025	9/12/2025
JARPA Design	5/26/2025	8/1/2025
JARPA Review	9/1/2025	7/31/2026
Design Development	9/15/2025	1/30/2026
Site/Grading Permit Docs	1/31/2026	4/24/2026
Bldg Permit Documents	1/31/2026	6/8/2026
Construction Documents	1/31/2026	7/17/2026
Permitting Site (excluding JARPA)	4/27/2026	8/14/2026
Building Permit	2/9/2026	9/28/2026
Subcontractor Bidding/Procure	8/17/2026	9/29/2026
Construction	9/30/2026	3/14/2028
Substantial Completion	3/15/2028	3/15/2028
Final Completion/Closeout	11/15/2027	1/6/2028
Warranty Period	11/15/2027	11/14/2028

**4. Why the GC/CM 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 implementation of the project involves complex scheduling, phasing, or coordination, what are the complexities?

This project is going to require complex scheduling and coordination to do the gym addition at Mt. Pilchuck concurrently with the construction of the SILC/Central Kitchen, all while maintaining a continually operating elementary school campus. The budget benefits from being able to do the same types of work at the same time, in both areas, will be critical to completing the program as envisioned. Additionally, work is going to need to be coordinated with the programs being displaced from the demolished buildings and relocated into the new. It is anticipated the site work will be done in phases to limit the impact on school operations.

- If the project involves construction at an existing facility that must continue to operate during construction, what are the operational impacts on occupants that must be addressed?

**Note:** Please identify functions within the existing facility which require relocation during construction and how construction sequencing will affect them. As part of your response, you may refer to the drawings or sketches that you provide under Question 8.

Working at an occupied elementary school always has an impact on the school operations. With our GC/CM partners, we work to limit disruptions to teaching and learning as much as possible by scheduling system shutdowns and noisy or smelly work, to be coordinated with school activities. Safety is also a critical component when doing any work on an occupied campus. The District partners with the contractor to ensure student/parent/public safety both in and around the construction zones. Safe paths of travel, well-secured construction enclosures, timing of deliveries, and movement of heavy equipment are just a few of the challenges of an occupied building and site.

- If involvement of the GC/CM is critical during the design phase, why is this involvement critical?

We are looking for our GC/CM partner to help us develop a plan for phasing the site work that has the lowest impact on the elementary and the existing programs in the buildings to be demolished.

Additionally, the gym addition will benefit from preconstruction observation and research at the attachment points as we design the expansion joints and examine the existing structure to determine what reinforcement may be needed.

The site also borders a creek and a wetland. Environmental protections will be critical and having our contractor on board will allow us to plan laydown and construction egress well in advance of construction beginning.

- If the project encompasses a complex or technical work environment, what is this environment?  
N/A
- If the project requires specialized work on a building that has historical significance, why is the building of historical significance and what is the specialized work that must be done?  
This project does not require work on a building of historical significance.
- If the project is declared heavy civil and the public body elects to procure the project as heavy civil, why is the GC/CM heavy civil contracting procedure appropriate for the proposed project?  
N/A

## 5. Public Benefit

In addition to the above information, please provide information on how use of the GC/CM contracting procedure will serve the public interest *(For Public Benefit related only to Alternative Subcontractor Selection, use Supplement A or Supplement B, if your organization decides to use this selection process. Refer to Question No. 11 of this application for guidance)*. For example, your description must address, but is not limited to:

- How this contracting method provides a substantial fiscal benefit; or  
We believe that having a GC/CM on board during the planning to help with the phasing and developing a work plan that allows trade stacking between the two buildings will provide a substantial monetary benefit to the project allowing the District to deliver the requested programs efficiently and within available funds.
- How the use of the traditional method of awarding contracts in a lump sum is not practical for meeting desired quality standards or delivery schedules.  
Since this is anticipated to be a multi-phased project, turnover schedules will be critical as we relocate programs to the new building to enable the demolition and site work of the existing buildings.
- In the case of heavy civil GC/CM, why does the heavy civil contracting procedure serves the public interest.  
N/A

## 6. Public Body Qualifications

Please provide:

- A description of your organization's qualifications to use the GC/CM contracting procedure.  
The Lake Stevens School District has a long and successful history of building and modernizing schools. Please refer to Attachment A for recent construction work. Historically, the school district has used the traditional D-B-B project delivery method. In 2017, the school district expanded its delivery methods to include a GC/CM project for its largest project to date, the Modernization and Expansion of Lake Stevens High School with a construction budget of \$85.5 million.  
The Lake Stevens High School project had multiple GMPs, multiple phases, across multiple years, and multiple OSPI funding cycles. The project was completed on budget and on-time, despite various challenges including an undocumented underground storage tank, a heavy equipment operators strike, a flooding downpour and COVID-19. The project tested the strength of the project management staff and the strength of the contractor, both of which performed well for the District.  
This project gave the District extensive experience in the GC/CM delivery method with multiple procurements and multiple GMPs. Executive Director Robb Stanton managed this complicated project, and Assistant Superintendent of Business Services Teresa Main monitored finances for the project. Three of the five District School Board members were a part of the decision-making team as well.

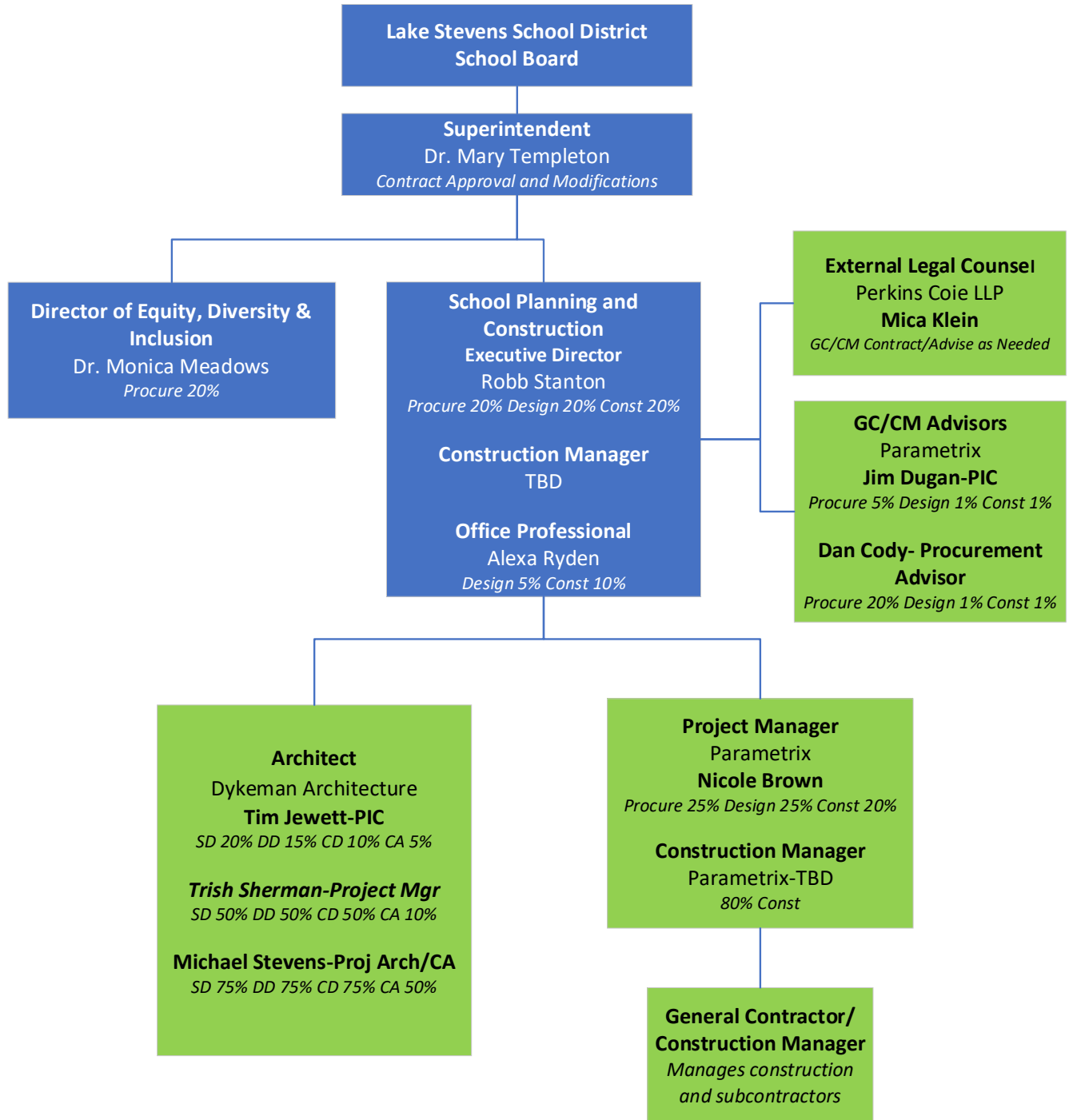
Robb oversaw this capital work, as he oversees all capital projects and will continue in this role for the new Secondary Innovative Learning Center, Central Kitchen, and Mt Pilchuck gym addition. He has also attended AGC GC/CM training.

The District has augmented its team with the consultant team of Dykeman Architecture & Design, Parametrix and Perkins Coie, all of whom are highly knowledgeable and experienced in GC/CM delivery. Trish Sherman with Dykeman will serve as the design team leader and has worked on five GC/CM projects. Nicole Brown of Parametrix will serve as project manager with Robb on this project. Nicole served as project manager on the LSHS project. She has worked on 11 GC/CM projects in her career and has attended the AGC GC/CM training. Mica Klein of Perkins Coie will serve as the District's external legal counsel and will develop the GC/CM contract documents and provide advisory services throughout the duration of the project. Mica specializes in construction law and has supported numerous public agency clients in the delivery of GC/CM projects.

- 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 Example on Project Organizational Chart)*

SEE NEXT PAGE

## Project Organization Chart – Secondary Innovative Learning Center/Central Kitchen/Mt Pilchuck Gym



- Staff and consultant short biographies (*not complete résumés*).

**[Robb Stanton, Executive Director, School Planning and Construction](#)**

Robb has over 25 years' experience in K-12 construction and has been responsible for the District's capital construction budget for the last 22 years.

During his tenure, he has overseen the design and construction of over \$300 million in capital projects. The scope of the projects Robb has been responsible for range from simple modernizations and

security upgrades to the \$85.5 million, highly complex, multi-phase modernization and expansion of an existing high school. This project was built while school remained in operation with over 2,000 students and staff on the premises. Other major projects that Robb has led are the construction of Stevens Creek Elementary School, a new Early Learning Center, several elementary and secondary modernizations throughout the District, and construction of the new Cavelero Mid-High School.

**Jim Dugan – GC/CM Advisor (Parametrix)**

Jim has 45 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. 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 2023 was appointed to a three-year additional term as a PRC Member.

**Dan Cody, DBIA Associate – GC/CM Procurement and PM/CM Support (Parametrix)**

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 on projects that utilize PDB, GC/CM and D/B/B delivery methods.

Dan has been instrumental in 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 PDB delivery methods. Dan has successfully completed industry trainings in both GC/CM and DB project delivery and is a certified DBIA Associate.

**Nicole Brown, DBIA Associate – GC/CM Procurement and Project Management (Parametrix)**

Nicole is a Senior Project Manager with Parametrix. She has 28 years' experience in construction management, starting her career in tenant improvement work, then leading the MAC team for Jones Lang LaSalle at Microsoft before beginning public works projects when joining OAC Services in 2007. Nicole has managed numerous public projects including Kenmore City Hall, Kirkland Public Safety Building, Mason Co PUD #3 John's Prairie Operations Center, Mason Transit Community Center.

Since joining Parametrix in 2017, Nicole has focused primarily on K-12 projects, beginning with Lake Stevens HS, she has helped the District with multiple smaller capital projects subsequent to the high school project. Nicole has also provided project management services to the Mukilteo School District on multiple GC/CM projects including Discovery ES Addition, Challenger/Horizon Additions, and Mariner High School Renovation and Addition.

Nicole's expertise is in programming, budget control and analysis, schedule oversight, quality control, project and construction management, team management, contract management, and communications.

**Tim Jewett, Principal-in-Charge (Dykeman Architecture)**

Tim has 35 years of design and construction administration experience in educational markets. Tim is a visionary and inspirational leader who brings innovative, dynamic energy to every project. As a gifted facilitator, he fosters creative excellence with an invigorating and engaging team approach. He listens astutely to the unique needs of each client, helping them get to the other side of complicated projects. Tim has extensive experience leading complex project evaluations and championing integrated, sustainable design solutions. Tim has worked on nine GC/CM projects in his career including the Lake Stevens High School project with Lake Stevens School District.

**Trish Sherman, Project Manager (Dykeman Architecture)**

A member of the Dykeman team since 1991, Trish is a thoughtful, dedicated and versatile team leader. She has an extensive project portfolio that includes K-12 schools and commercial projects in Washington and Alaska. While she has worked on a wide variety of projects including retail, commercial, and residential, she is most enthusiastic about her work on schools. She is passionate about the impact designs can have on student learning and is continually researching sustainable strategies to improve the learning environment. A skillful collaborator, her ability to build positive relationships with team members – clients, consultants, and contractors – enhances every project in which she is involved. Trish has worked on six GC/CM projects in her career including the Lake Stevens High School project with Lake Stevens School District.

**Mica Klein, District’s External Legal Counsel (Perkins Coie, LLP)**

The District is represented by Perkins Coie LLP’s Construction Group. Perkins Coie has deep experience with Chapter 39.10 RCW alternative project delivery and has represented numerous public agencies in connection with complex GC/CM projects. Mica Klein, Partner, will serve as the School District’s lead attorney. Mica’s practice focuses on complex public construction and dispute resolution. Mica specializes in structuring, drafting, negotiating, and implementing complex agreements for large-scale, \$20M+ public projects. Among these projects, Mica has successfully counseled numerous clients on all aspects of GC/CM procurement, including Seattle Public Schools, Bethel School District, Highline School District, and Ellensburg School District.

- Provide experience **and role on previous GC/CM projects delivered** under RCW 39.10 or equivalent experience for each staff member or consultant in key positions on the proposed project. (See Example Staff/Contractor Project Experience and Role. The applicant shall use the abbreviations as identified in the example in the attachment.)

Key Members GC/CM Construction Experience							
Name	Summary of Experience	Project Name	Project Size	Project Type	Role During Project Phases		
					Planning	Design	Construction
<b>Robb Stanton</b>	Executive Director School Planning and Construction. Twenty years experience in K-12. Managed over \$300M in capital projects. Four years GC/CM experience.	Lake Stevens High School	\$85.5 M	GC/CM	OWN/PM	OWN/PM	OWN/PM
<b>Jim Dugan</b>	Jim has over 45 years of experience managing the planning, design, engineering, and construction of industrial, commercial, and institutional projects in both public and private markets. Jim is highly skilled at alternative project delivery (GC/CM and D/B) and has intimate knowledge of RCW 39.10 and has served as a member of the PRC since 2016.	Vancouver Public Works Ops Ctr.	\$170M	GC/CM	PIC/AD	PIC/AD	PIC/AD
<b>Parametrix</b>		Everett Municipal Bldg. Renov	\$27M	GC/CM	PIC/AD	PIC/AD	PIC/AD
		Renton High School (Renton SD)	\$11.5M	GC/CM	PIC/AD	PIC/AD	PIC/AD
		Lindberg High School (Renton SD)	\$36M	GC/CM	PIC/AD	PIC/AD	PIC/AD
		Lakehaven W&S - Redondo Elect & Odor Control	\$21.2M	GC/CM	PIC/AD	PIC/AD	PIC/AD
		Rainier Beach HS (Seattle Public Schools)	\$238.3M	GC/CM	PIC/AD	PIC/AD	PIC/AD
		Lakehaven W&S - New Headquarters Campus	\$45M	GC/CM	PIC/AD	PIC/AD	PIC/AD
		Columbia River HS Add/Mod (Vancouver Schools)	\$21.4M	GC/CM	PIC/AD	PIC/AD	PIC/AD
		Vancouver Institute of Technology & Arts (VPS)	\$39.5M	GC/CM	PIC/AD	PIC/AD	PIC/AD
		Three Elementary School Bundle (Auburn SD)	\$157.7M	GC/CM	PIC/AD	PIC/AD	PIC/AD
	Chelan CoPUD Headquarters & Ops Center	\$136.4M	GC/CM	PIC/AD	PIC/AD	PIC/AD	
	Chelan Co PUD Rock Island & Rocky Reach Dam Support Facilities	\$70M	GC/CM	PIC/AD	PIC/AD	PIC/AD	





- The qualifications of the existing or planned project manager and consultants.

Qualifications and Experience of Project Management Team									
Name	Firm	Role on Secure Receptions/ SPED/ Hillcrest Gym	Years in Design & Construction	Years in K-12	#Projects-Over \$1M Lifetime	# K-12 Projects	GC/CM Projects	Certifications/ Training	Degrees
Robb Stanton	LSSD	Exec Director	25	23	25+	25+	1	AGC- GC/CM Training	BA, Economics -UCLA
Jim Dugan	Parametrix	GC/CM Advisor	45	30+	70+	50+	40+	AGC-GC/CM Training AGC-GC/CM Trainer	BS, Civil & Environmental Engineering
Dan Cody	Parametrix	GC/CM Procurement	41	30+	70+	50+	30+	DBIA Associate AGC-GC/CM Training Licensed Architect	BS-Architectural Studies Bachelor of Architecture
Nicole Brown	Parametrix	Project Manager	28	10	26	12	11	DBIA Associate AGC-GC/CM Training Licensed RE Broker	BA-Portland State Univ
Tim Jewett	Dykeman	PIC	36	27	25+	25+	9	AIA DBIA Associate NCARB	BA, Architecture-UW Master, Architecture, UW
Trish Sherman	Dykeman	PM-Design	33	33	25+	25+	6	AIA DBIA Associate	BA, Architecture-Wellesley College
Mica Klein	Perkins Coie	Legal Counsel	11	11	100+	100+	100+	DBIA Associate	JD-UC Berkeley

- 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. *N/A*
- A brief summary of the construction experience of your organization’s project management team that is relevant to the project. *See Qualification and Experience of Project Management Team above.*
- A description of the controls your organization will have in place to ensure that the project is adequately managed.

Authorization and funding for school construction and maintenance projects is through voter-approved bond and levy measures. Bond resolutions, approved by the Board of Directors, include the bond amount, list of projects and authorized uses of bond proceeds. This project will be funded as part of the Bond passed by the voters on February 11, 2025.

Capital projects are planned and directed by the Executive Director – School Planning and Construction (ED-SP&C), Robb Stanton. Robb works with Teresa Main, Assistant Superintendent of Business and Operations Services on enrollment projections and any boundary adjustments to balance enrollment with school capacities. Robb is also responsible for planning facility development, project method determination, and management of capital funds.

Robb manages the capital program and individual projects in all phases from planning through closeout and warranty. He oversees program management, contractors and consultants. He works with Bobby Vaughn, Manager of Facilities and Operations, on design standards and inclusion of maintenance and operations teams on projects. Robb manages the overall capital budget, individual project budgets, procurement and contracts. Robb also directs the work of the Project Manager, Nicole Brown, and Construction Managers. Project and construction managers provide daily oversight of projects including input on costs, schedules, and project decisions. Nicole reviews cost impacts with Robb to determine the appropriate approval process for compliance with board policies and procedures. Construction managers work with the GC/CM and architect to ensure pay applications are reflective of work completed prior to approval and the Project Manager reviews for accuracy prior to recommending for payment. Alexa Ryden, Operations Office Professional, provides general project support and invoice processing for all projects on an administrative level.

Robb is responsible for ensuring all RCWs, board policies and procedures relating to public work and construction projects, including procurement, change orders, and close-out are followed. Nicole supports these efforts and ensures all required documentation is in place. The

superintendent, Dr. Mary Templeton, and Teresa approve change orders to the work, while the school board awards contracts and accepts projects as complete.

The Lake Stevens School District supplements staff with consultants for the roles of project and construction management using Parametrix and others as needed. Perkins Coie advises on contract documents and any legal questions or issues that arise.

- A brief description of your planned GC/CM procurement process.

Lake Stevens School District intends to utilize our GC/CM Consultant, Parametrix, and external legal counsel, Perkins Coie, as external consultants who are highly knowledgeable in GC/CM project delivery to advise us in the GC/CM selection and contracting process. The procurement process will generally include the following:

- Contact/Outreach to experienced potential GC/CM candidates prior to the release of the RFP.
- Develop/Issue RFP to solicit qualification/proposal statements from GC/CM candidates.
- Receive and score/rank the qualifications/proposals received.
- Check references of GC/CM firms and team members.
- Notify all submitters and shortlist the most qualified GC/CM firms to the interview stage.
- Interview and score/rank the shortlisted GC/CM candidates.
- Develop/Issue an RFFP to solicit final proposals (price factors) from the highest ranked GC/CM candidates.
- Receive and open/score the final proposals (price factors) received to identify the most highly qualified GC/CM.
- Request approval from the School Board to negotiate pre-construction services and contract with the most highly qualified GC/CM.
- Negotiate pre-construction services and contract with the most highly qualified GC/CM.
- Recommend that the School Board award a contract to the most highly qualified GC/CM.
- Execute GC/CM Agreement with pre-construction services.
- Issue notice to proceed.

Pending approval by the PRC, the District anticipates that the procurement process will begin with the advertising of the Request for Proposals in early to mid-April 2025. By mid-summer, the GC/CM procurement process will have been completed and a pre-construction services agreement will be negotiated. A GC/CM agreement for pre-construction services will be presented for approval to the School Board in either July or August 2025. This will allow the GC/CM contractor to join the project team during the schematic design phase.

- Verification that your organization has already developed (*or provide your plan to develop*) specific GC/CM or heavy civil GC/CM contract terms.

The District will utilize contract documents (GC/CM Agreement, General Conditions and Guaranteed Maximum Price Amendment) that are prepared by Perkins Coie and are based on the AIA-A133 and AIA-A201. The school district will also use, in conjunction with the Perkins Coie documents, standardized GC/CM RFP, RFFP and selection documents developed and used successfully by Parametrix.

A draft of the contract documents (Agreement, General Conditions and GMP Amendment) will be included in the GC/CM RFP. This will allow GC/CM candidates the opportunity to review and provide comments on the documents. The District will consider comments received and any that are deemed acceptable will be incorporated into a revised draft of the contract documents that will be included in the final draft of the RFFP.

## 7. Owner Readiness (*To be answered by the Owner*)

- a) What have you done as an Owner to prepare yourself and your staff for this GC/CM project?
  - i. How have you communicated with other public owners to understand the organizational alignment and administrative time needed to manage an alternative delivery project?

- ii. What training have you as an Owner and your staff taken?
- iii. How have you considered the differences in alternative delivery vs Design Bid Build with regards to contract requirements around risk allocation, attitudes towards contract changes, disputes, etc.?

The District completed its first GC/CM project, the \$117.5 million (\$85.5M construction cost) modernization and expansion of Lake Stevens High School, in 2022, so an understanding of the process, requirements, organizational alignment and administrative time needed was fresh in organizational memory. But as the statute changed since completion of that project, the District undertook a comprehensive review of alternative delivery methods as part of its preparation of a PRC agency certification application and presentation in September 2024. District staff re-acquainted themselves with the alternative delivery statute and its updates, process and requirements with counsel, its project management, architectural design, and cost estimating consultants and several contractors to ensure that it was current in its knowledge of what was expected. The Executive Director of School Planning and Construction, who has led district construction activities since 2005 and was Program Manager for the District's first GC/CM project, met with the Superintendent, Assistant Superintendent of Business Services, Director of Equity, Diversity and Inclusion and the Manager of Facilities and Operations several times to share the requirements and process for the GC/CM alternative delivery method. The Executive Director informed the board of the District's work to secure agency certification so that they were aware of the requirements.

As part of the preparation for a capital construction bond, the District reviewed its Facilities Needs Advisory Council's recommended projects for scope and delivery methods when developing budgets for the requested bond amount. The District reviewed alternative delivery for each project, and included potential benefits and risks based on previous experience in its analysis. Contractors and consultants were involved in this evaluation, bringing great experience to bear in making these decisions.

- b) How does your organization ensure that knowledge is passed down to your staff and project team?

The District is committed to fostering a culture of lifetime learning and knowledge sharing, In construction and project management, collaborative project reviews allow team members to share experiences and lessons learned throughout a project's lifecycle. Additionally, we maintain comprehensive documentation and a centralized knowledge repository through Google Drive that is accessible to all staff, promoting transparency and enabling the sharing of experience. This strategy not only enhances our team's competency but also ensures that the expertise required for the continuation of successful project execution is passed down and built upon within our organization.

- c) How have you familiarized yourself and your staff with GC/CM Best Practices?

The District works with architectural, legal, construction and project management firms that perform alternative delivery work more often than the District. When preparing for the agency certification application and presentation, the District reviewed best practices with these experienced firms, as well as its own performance during the high school project. Lessons learned were incorporated into the District's plan and organization for that application and presentation. Additional feedback was provided by the PRC during the application process that the District has incorporated into its plan for future projects.

The District has regular meetings of its senior leadership team for construction and provides important updates to the rest of the staff when new best practices are learned.

- d) What is your role in monitoring GC/CM Subcontractor Bid Packaging, and do you have staff allocated to provide oversight in Prime contractor's bidding and subcontract terms?

The District has a structured framework and clear guidelines for transparent and fair bid submissions, requiring sealed bids with appropriate security measures and public bid openings. The District also carefully crafts, and is continually updating, the front-end bid documents to provide clear and concise

requirements and qualifications for bidding. Any bid irregularities will be discussed with the project team and the District's legal counsel, Perkins Coie.

District staff, Parametrix, and the GC/CM will work together to evaluate the proposed subcontractor bid packages to ensure the packages are built to enhance and increase subcontractor participation, particularly encouraging small-, minority-, women-, and veteran owned businesses.

The District and Parametrix will review all subcontractor bid documents, including bid and contract terms before they are published. By ensuring rigorous oversight and promoting open competition, the District can enhance accountability and achieve successful project outcomes.

## 8. 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 Example Construction History. 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
- Small-, minority-, women-, and veteran-owned business participation planned and actual utilization

[SEE ATTACHMENT A](#)

## 9. 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. *(See Example concepts, sketches or plans depicting the project.)* At a minimum, please try to include the following:

- An 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 B](#)

## 10. 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.

[NONE](#)

## 11. Subcontractor Outreach

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

Equity, diversity, and inclusion are an important part of the Lake Stevens School District's drive towards excellence, and are powerful components of the District's strategic plan, the Foundation For Excellence. Within this plan, inclusion and equity are essential elements of the District's Vision, Foundational Principles and Strategic Goals. It is critical to extend these goals and strategies to our public work and capital improvement projects to achieve this community-wide vision.

The District will work to increase opportunities and participation by minority-owned, women-owned, and veteran-owned business as well as small and local businesses in the areas of public work contracting, subcontracting, and consulting in the following ways:

- Include requirements and goals in project RFQs for contractors and consultants to provide inclusion plans that outline their approach to finding local partners through current partnerships, outreach, communications through various channels and in multiple languages, mentoring, and scope and bid package development, with the goal of increasing the number of diverse partners and the value of contracts awarded to diverse firms.
- Establish selection criteria values for the contractors' and consultants' plans and their ability to share their past successes in implementing these plans.
- Provide contractors and consultants with local and diverse firms that the District is already aware of and working with.
- Collaboratively develop and implement plans with contractors and consultants to increase awareness, opportunity and outcomes through the inclusion plan, metrics, and reporting.
- Work with state and local associations and organizations, including Tabor 100, NAMC, NAWIC, OWMBE, Economic Alliance of Snohomish County, Northwest Minority Builders Alliance and others, to expand the reach of efforts to the broader community.
- Promote projects and opportunities through greater, more diverse channels, including the District's own communications.
- Host open houses for local businesses to meet District, contractor, and consultant staff to learn about projects, ask questions, and develop relationships, with emphasis on participation by diverse contractors and subcontractors.
- Develop targeted milestones and deliverables throughout the projects to maintain focus on these efforts and goals.
- Debrief following each project to examine lessons learned through specific feedback to develop better plans and create higher goals for future projects.
- Utilize what we learn and do to increase participation in non-GC/CM projects.

The District's first GC/CM project was procured prior to the update in RCW 39.10 and the focus on increasing access to contracting opportunities for small, minority, women, and veteran-owned businesses. Goals were not set for participation by MWVBE or small or local businesses on that project. However, our contracting partner did measure participation in these categories and shared with us that the Lake Stevens High School Modernization and Expansion Project achieved 7.01% participation by MWBE, 1.32% by DBE, 14.81% SBE, and 0% by VBE. This is our starting point. We will work with our contracting teams to develop specific goals for each project with targeted strategies to achieve improvement towards reaching the state's goals of 10% MBE, 6% WBE, 5% VBE, 5% SBE and 30% local.

These goals are not ceilings, or something that would indicate that we are finished with this work. We look at these as specific, measurable, reportable, achievable goals that can be met within the time horizon of our bond projects.

Working together, establishing a plan, measuring and reporting the outcome and building on the experience for the next project propels the District and community towards achieving its vision of a community-wide culture of belonging, growth and excellence, where each individual is supported and challenged, engaged and empowered and valued for their unique contributions.

## 12. Alternative Subcontractor Selection

- If your organization anticipates using this method of subcontractor selection and the scope of work is anticipated to be over \$3M, please provide a completed *Supplement A, Alternative Subcontractor Selection Application* document, one per each desired subcontractor/subcontract package.
- If applicability of this method will be determined after the project has been approved for GC/CM alternative contracting or your project is anticipated to be under \$3M, respond with **N/A** to this question.

- If your organization in conjunction with the GC/CM decide to use the alternative subcontractor method in the future and your project is anticipated to be over \$3M, you will then complete the *Supplement B Alternative Subcontractor Selection Application* and submit it to the PRC for consideration at a future meeting. [N/A](#)

**CAUTION TO APPLICANTS**

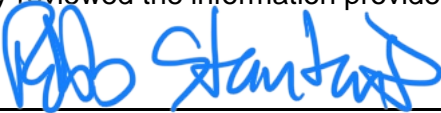
The definition of the project is at the applicant's discretion. The entire project, including all components, must meet the criteria to be approved.

**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.

If the PRC approves your request to use the GC/CM contracting procedure, you also agree to provide additional information if requested. For each GC/CM project, documentation supporting compliance with the limitations on the GC/CM self-performed work will be required. This information may include but is not limited to: a construction management and contracting plan, final subcontracting plan and/or a final TCC/MACC summary with subcontract awards, or similar.

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

Signature: 

Name (please print): Robb Stanton (public body personnel)

Title: Executive Director, School Planning and Construction

Date: February 20, 2025

**Lake Stevens School District Construction History  
Past 6 Years**

Project #	Project Name	Project Description	Delivery Method	Architect	Contractor	Plan Start	Planned Complete	Actual Start	Actual Complete	Original Budget	Final Cost	Reason for Schedule or Budget Overrun	S/M/W/V Business Utilization
1	Lake Stevens High School Modernization	learning commons, new gym, renovate pool, CTE wing, music wing remodel, locker room	GC/CM	Dykeman Architects	Cornerstone GC	2018	2021	2018	2021	\$ 87 M	\$ 85.5 M		Not Required
2	Stevens Creek Elementary School	New elementary school	D-B-B	NAC Architecture	Roger Hickel Contracting	2016	2018	2016	2018	\$ 42 M	\$ 42.7 M	Added more scope due to grant funding received	Not Required
3	New Early Learning Center	Early learning center for children 3-4 years old	D-B-B	NAC Architecture	Roger Hickel Contracting	2016	2017	2016	2017	\$ 13 M	\$ 12.8 M		Not Required
4	District-wide Security Projects	security cameras at all schools, added secure entries to all schools	D-B-B	NAC Architecture	Various	2016	2023	2016	2023	\$6.6 M	\$6.6 M		Not Required
5	Portables	25 new portables across the District since 2015 to accommodate growth	D-B-B	NAC Architecture	Various	2015	2022	2015	2022	\$ 5 M	\$ 5.07 M	Added access control scope to several portables due to funds availability from bond security improvement funds.	Not Required
6	Skyline K3 Modulares	Add 3 modular buildings, (6 classrooms) with sewer/water tie-ins	D-B-B	NAC Architecture	Pacific Mobile/ICI	2021	2021	2021	2021	\$ 3.7 M	\$ 3.7 M		Not Required
7	Hillcrest West Renovation	casework, new food service area, new office area, new interior signage. Exterior	D-B-B	Dykeman Architects	Moon Construction	2019	2020	2019	2020	\$3.3 M	\$3.3 M		Not Required
8	Glenwood K3 Modulares	Add 2 modular buildings (4 classrooms)	D-B-B	NAC Architecture	Pacific Mobile/ICI	2021	2021	2021	2021	\$2.1 M	\$2 M		Not Required
9	Skyline Kindergarten Addition	2 kindergarten classrooms with integrated single occupancy restrooms, approx 2700sqft.	D-B-B	NAC Architecture	Tiger Construction	2018	2019	2018	2019	\$1.8 M	\$1.8 M		Not Required
10	Glenwood Kindergarten Addition	2 kindergarten classrooms with integrated single occupancy restrooms, approx 2700sqft.	D-B-B	NAC Architecture	Tiger Construction	2018	2019	2018	2019	\$1.8 M	\$1.8 M		Not Required
11	Sunnycrest Kindergarten Addition	2 kindergarten classrooms with integrated single occupancy restrooms, approx 2700sqft.	D-B-B	NAC Architecture	Colacurcio Bros	2017	2018	2017	2018	\$1.72 M	\$1.685 M		Not Required
12	Highland Kindergarten Addition	2 kindergarten classrooms with integrated single occupancy restrooms, approx 2700sqft.	D-B-B	NAC Architecture	Colacurcio Bros	2017	2018	2017	2018	\$1.7 M	\$1.65 M		Not Required
13	Mt Pilchuck Kindergarten Addition	2 kindergarten classrooms with integrated single occupancy restrooms, approx 2700sqft.	D-B-B	NAC Architecture	Axthelm Construction	2017	2018	2017	2018	\$1.5 M	\$1.5 M		Not Required
14	Hillcrest Kindergarten Additions	2 kindergarten classrooms with integrated single occupancy restrooms, approx 2700sqft.	D-B-B	NAC Architecture	Axthelm Construction	2017	2018	2017	2018	\$1.5 M	\$1.45 M		Not Required
15	Middle Schools Track Replacements	integrated single occupancy restrooms, approx 2700sqft.	D-B-B	NAC Architecture	Premiere Fields	2018	2019	2018	2019	\$1.67 M	\$1.52 M		Not Required
16	PTC-South Satellite	Additional office space for transportation via new portable building at Cavelero MHS	D-B-B	NAC Architecture	Pacific Mobile	2017	2018	2017	2018	\$1.3 M	\$1.29 M		Not Required

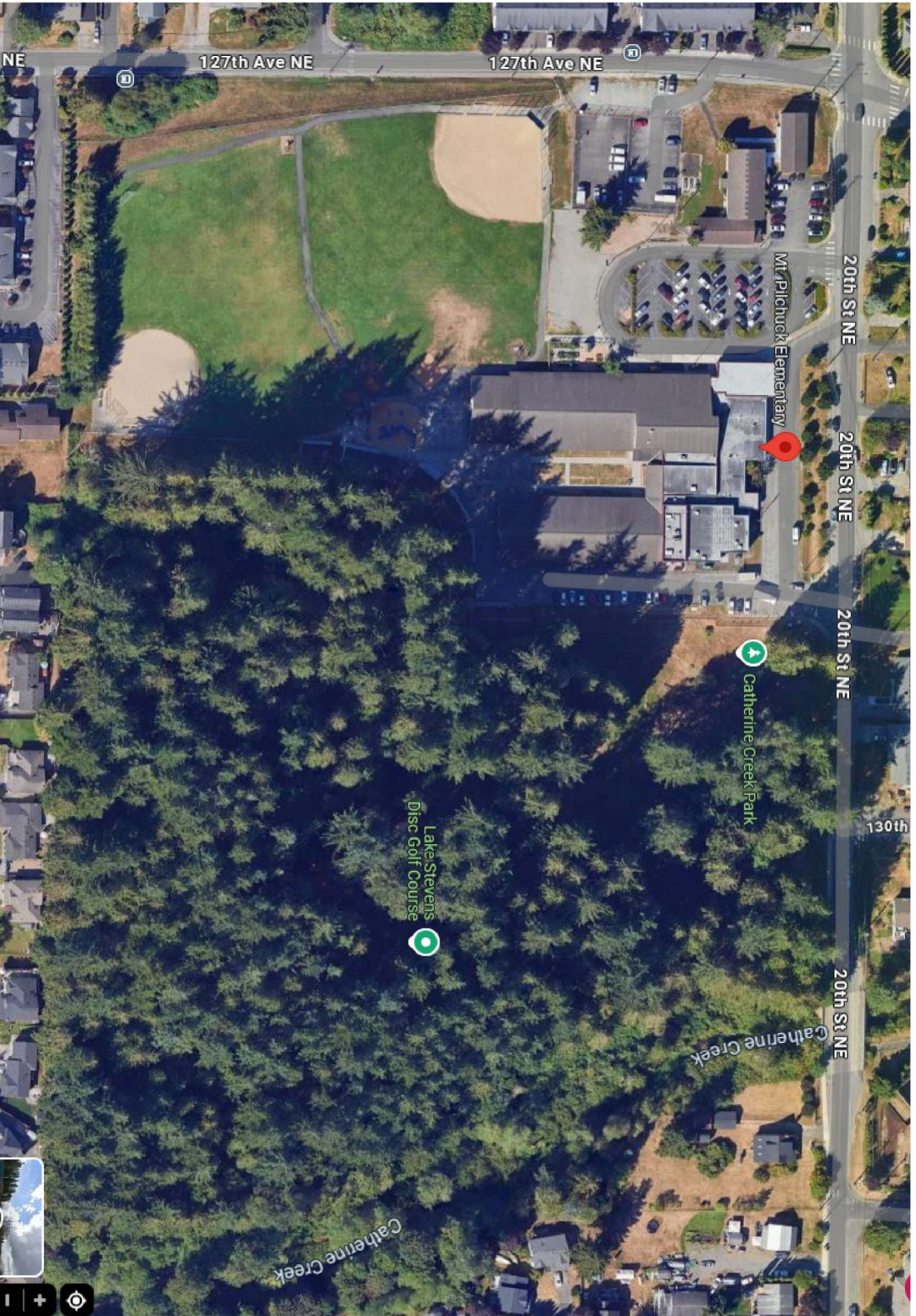




Attachment B-  
Concept Sketch



THE PARK AT LAKE STEVENS VOL. 54, PGS. 218-220  
CATHERINE CREEK 17, CONDOMINIUM



Attachment B-  
Existing Site