

## Agenda Pre-Submission Meeting October 15, 2019

- A. Welcome/Attendance List
  
- B. Introductions
  - 1. Clint Brown, Director of Capital Construction
  - 2. Dean Wilson, Project Manager
  - 3. Gloria Miller, Project Manager (Contracts & Agreements)
  
- C. Project Overview
  - 1. Background
    - a. Lack of co-locations of Maintenance and Operations Staff
    - b. North Spokane Corridor freeway construction June 2020
    - c. SCC need to vacate freeway right-of-way
    - d. Decision to develop a project that brings service-based function together
    - e. Facility would be approximately 27,000 to 33,000 GSF (including circulation and unassignable spaces) and MADCC is \$7,865,000
    - f. Project needs maximize construction efficiency and minimize construction schedule
    - g. Maintenance and Operations includes
      - Trades
      - Custodial
      - Grounds high bay spaces
    - h. Office of Campus Safety
    - i. District Safety Officer
    - J. Site elements: 18,000 GSF covered parking, operations storage and supply yard; general asphalt parking lot; relocated truck driver training program practice area; and landscape  
Utilities: sanitary sewer, domestic/irrigation water, fire water, natural gas, power, and data are in relatively close proximity.
    - k. See Project Information Report (Attachment 6) for more information.
  - 2. Project Goals (Handout)
  - 3. Selection Schedule (RFQ)/Panel Members
  - 4. SOQ deadline: No later than 3:00 PM on Monday, October 28, 2019
  - 5. Selection Criteria and Scoring
  - 6. Questions
  - 7. Site Walk