Attn: Jason Francois
Department of Enterprise Services
1500 Jefferson St SE
Olympia, WA 98501
jason.francois@des.wa.gov

OAI PS
Architecture and Planning

Everett Community College

On-Call Architectural & Engineering Services

Project No. 2021-835

Submitted by:
Osborn Architects Inc., PS
1011 SW Klickitat Way, Ste. 208
Seattle, Washington 98134
206.920.6348
josborn@oaips.com

Submission Due Date:
July 26, 2021 at 2:00PM

July 26, 2021

Attn: Jason Francois, DES Project Manager
Pat Sisneros, Vice President, College Services
Pat Snowden, Facilities Program Manager

RE: Project No. 2021-835 Everett Community College On-Call Campus Architect

Osborn Architects Inc., P.S. (OAI) has served Everett Community College (EvCC) as an on-call Architect since 2015; and before that Jerry Osborn and Nadia Melim were the key design personnel for the previous on-call design firm. Together Jerry and Nadia have served your college continuously since 2009. We are submitting our qualifications to continue to serve, EvCC for the upcoming 2021-2023 biennium.

We understand EvCC is in a period of transition for both instructional and facility services. There is a new college president, and an active search for a new facilities director; the long-time campus mechanic, Tom Gray, has recently retired, and other members of the maintenance staff are nearing retirement age. These factors present significant potential challenges in this upcoming biennium. Additionally, EvCC faces new challenges in resuming on-campus instruction as we work towards a post COVID-19 world. Even after this transition, the lessons from the COVID-19 pandemic will be with us for many years, and will no doubt inform the College's vision for future projects. Our hope is that our past experience on your campus will help with these transitions.

As a team, Jerry and Nadia have delivered several signature projects for EvCC, including the Jackson Hall Renovation, Parks Hall Addition, and Phase 1 and Phase 2 of AMTEC. While they are significant, we believe it is the smaller projects and facility design services we provide for EvCC that make a true difference for the College and its staff, instructors, and students. Our proposal is thus not about the signature projects we have completed. Instead, we are focusing on the little things, including the day-to-day services we provide for the College.

The following are examples of services we have provided to EvCC over the last two years, which illustrates the level of service we hope to provide for the next biennium:

- Helped to secure emergency funding after the Baker Hall Fire, for the Utility Tunnel Lid repair, the Parks Boiler failure, and the boiler flue explosion in Gray Wolf Hall.
- Successful and cost-effective replacement of the Parks Hall transformer.
- Assisted the College in getting Puget Sound Clean Air Agency approval for the new Spray Booth at AMTEC Composites.
- Provided permit drawings and electrical engineering assistance for college-constructed projects in both Shuksan and Parks Hall.
- Facilitated five separate and concurrent roof projects: AMTEC Phase 1 and 2, Glacier, NBI, and Pilchuck. Each of these projects extended the roof-assembly service-life by twenty-years.
- Helped the College with COVID preparedness for out-patient treatment rooms in Liberty Hall, as well as established new touchless plumbing standards for the College.
- Worked with the facilities staff in the design and implementation of a safe, and cost effective, access to the check valves for the Rainier Hall first floor toilet rooms (installed to prevent future flooding).
- Designed safe and cost-effective pedestrian access between Washington State designated parking and AMTEC.
- Worked with College Enrollment Services Staff to envision a One-Stop solution that is affordable at AMTEC.
- Assisted the College Students with their dreams for the Index Fields.
- Assisted with utility infrastructure safety concerns at AMTEC Phase 1 Area

Thank you for your consideration of our proposal for this upcoming biennium, we very much want to continue as your on-call campus architect and hope for the opportunity to present our qualifications in an interview format.

Respectfully,

Jerry Osborn, AIA, LEED®, NCARB, President
Osborn Architects Inc., PS
josborn@oaips.com - 206.920.6348

STATE OF WASHINGTON
DEPARTMENT OF ENTERPRISE SERVICES
1500 Jefferson St. SE, Olympia, WA 98501
PO Box 41476, Olympia, WA 98504-1476

Designated Point of Contact for Statement of Qualifications

Point of Contact Name and Title Jerry Osborn		
Firm Name Osborn Architects Inc., P.S.		
Address 1011 SW Klickitat Way, Ste 208		
City Seattle	State WA	Zip 98134
Telephone 206.920.6348	Email josborn@oaips.com	

Addresses of multiple office locations of firm (if applicable)

Address	
City	Phone
Address	
City	Phone
Address	
City	Phone
Address	
City	Phone

Diverse Business Certifications (if applicable)

Certification issued by the Washington State Office of Minority and Women's Business Enterprise (OMWBE)

- ☐ Minority Business Enterprise (MBE)
- ☐ Woman Business Enterprise (WBE)
- ☐ Minority Women Business Enterprise (MWBE)

Certification issued through the Washington State Department of Veteran's Affairs

- ☐ Veteran Owned Business

Certification issued through Washington Electronic Business Solution (WEBS)

- ☐ Small Business Enterprise (SBE)

Qualifications of Key Personnel

On-Call Architect

OAI PS

ORGANIZATIONAL CHART

OAI's team includes architects, project managers, and support personnel with experience in the public sector overseeing complex assignments. We focus on renovations, repairs, and asset preservation. Our entire project team has direct experience working with the Department of Enterprise Services (DES), facilitating on-call projects.

- Established 2015
- 10 Dedicated Staff Members
- 2 Licensed Architects (WA State)

Project Management

Jerry will be the main point of contact for DES and EvCC. In this role, Jerry will oversee the project team and review final decisions. He will take an active role in stakeholder meetings and will manage the problem-solving stages of projects. He will monitor project budgets, schedules, and jurisdictional compliance, as well as provide oversight during construction and project closeout. Additionally Jerry will serve as project manager for infrastructure projects.

Project Leadership

Our Leadership Team consists of Nadia, Joe, Melissa, and Phil. This nuclear group frequently works together to direct OAI's on-call projects, managing multiple projects of varied scope and complexity, often concurrently. Depending on project type, they will provide day-to-day leadership for planning, implementation, and closeout. They will resolve issues as they arise, providing expertise, tracking, and reporting.

Jason François
DES Project Manager

Pat Sisneros, EvCC
Vice President College Services
Pat Snowden, EvCC
Facilities Program Manager
Future Facilities Director

Jerry Osborn, AIA
Principal-In-Charge/
Project Manager
(Infrastructure Projects)

Nadia Melim, AIA
Lead Designer

Joe Muller, Assoc. AIA
Project Manager
(Envelope/Special Projects)

Melissa Forbes, Assoc. AIA
Project Manager
(Interior Projects)

Phil Chadwell, Assoc. AIA
Project Manager
(ADA/Life Safety Projects)

Cary Guenther, AIA
QA/QC, Code Compliance &
Construction Administration

Sub-Consultants
As needed *(We will select sub-consultants with the College's, and DES' input.)*

Project Support Team

The support team will assist Project Leadership throughout each project. Construction Administration (CA) will be performed by the Project Manager, Jerry, and Cary.

Jerry Osborn, AIA, NCARB, LEED AP

Principal-in-Charge (*Project Manager Infrastructure Projects Emphasis)*

Jerry has over 3 decades of experience in the planning, design, and construction management of projects for higher education, civic, and institutional facilities. Jerry enjoys projects with challenging functional and technical requirements. His facilities experience allows him to prioritize and efficiently manage multiple projects. He understands budget and schedule challenges of renovation projects and works collaboratively with multiple stakeholders to successfully overcome them. His thorough approach from the onset mitigates risk while creating practical solutions with balanced scope, budget, and value.

Jerry has been working on your campus since 2009 and is committed to assisting EvCC with the on-going facility needs of the college, as well as assisting the college prepare for the future.

Notable Higher Education On-Call Experience:

Everett Community College
Seattle Central College
South Seattle College
Bellevue College
Tacoma Community College
Shoreline Community College
Renton Technical College
The Evergreen State College
Green River College
Highline College

Associated On-Call Experience:

Seattle Parks and Recreation
Port of Tacoma
City of Seattle
Thurston County

30+ Years of Experience

Jerry understands the strain placed on the colleges to maintain existing systems. Quality Control of material and equipment selections include reviewing routine maintenance access requirements and long-term durability; Ensures in-house and consulting engineering QC reviews address maintenance and durability criteria.

Professional Licensure(s)

Architecture, Washington (#6273)

Nadia Melim, AIA, NCARB

Lead Designer

Nadia has spent most of her career working on publicly funded facilities, including new construction, whole building renovations, tenant improvements, envelope upgrades, and facilities upgrades. Nadia has cultivated a strong understanding of facility design and infuses that knowledge with current and future trends. She believes that every challenge deserves careful consideration and has helped numerous clients develop design standards that strike a balance between aesthetics, performance, and cost. Nadia collaboratively works with clients, user groups, and consultants to ensure all project needs are achieved.

Over the past 12 years, Nadia has been part of the design team on numerous high-profile, higher education projects on your campus, including the renovation of Jackson Hall, AMTEC Phase 1, the Parks Hall Addition. Recently Nadia designed the renovation of Rainier Hall toilet rooms. Nadia is committed to providing her design acumen to EvCC for the upcoming biennium.

Notable Higher Education On-Call Experience:

Everett Community College
Seattle Central College
South Seattle College
Shoreline Community College
Renton Technical College
Green River College

Associated On-Call Experience:

Port of Tacoma
Port of Seattle Sound Insulation Program
Thurston County

16 Years of Experience

Nadia is passionate about design and the way it impacts people's day to day lives. She is intently conscious of things like how color selection, ambient noise, and views to the outdoors from a space might impact how people feel inside it.

Professional Licensure(s):

Architecture

Joe Muller, Associate AIA

Project Manager *(Envelope/Special Projects Emphasis)*

Joe has over 16 years of construction experience in project management and estimating, and is currently in the process of taking the Architectural Registration Exam (ARE) in pursuit of his licensure. He has completed work on a broad range of public and private-sector projects around the Pacific Northwest, with a particular focus in exterior envelope and shell and core construction.

Joe brings a strong background in local construction, having served as project manager/estimator for a local envelope contractor for over 11 years prior to joining OAI. In addition to providing his own envelope consulting services, he has led multiple design-assist projects in the Northwest, including the Google Kirkland expansion, WSDOT Traffic Management Center, Boeing Dreamlifter Operations Facility, Stadium Place Tower, and Seneca Tower. His broad civic project experience includes work on educational, healthcare, public service, and institutional facilities. Joe's noteworthy EvCC projects include Index Lawn Recreation Project and Liberty Hall Coping Metal.

16 Years of Experience

Joe's focus includes exterior envelope and special projects which requiring additional coordination and attention to detail. He enjoys the challenge of learning new things, and facilities architecture allows him to work on a wide range of project types, helping build his experience while leaving something better than how he found it.

Notable Higher Education On-Call Experience:

Everett Community College
South Seattle College
Seattle Central College
Tacoma Community College
Shoreline Community College
Renton Technical College

Associated On-Call Experience
Seattle Parks and Recreation
Port of Tacoma
City of Seattle
Port of Seattle Sound Insulation Program

Melissa Forbes, Associate AIA

Project Manager (*Interiors/Graphics Emphasis)*

Melissa specializes in education, multi-housing, and institutional facilities projects. With 14 years of experience, Melissa is working towards licensure. She is experienced in interior design and envelope improvements, and has developed a focus on existing structures and the challenge of working within the confines of a predefined space. She is skilled at envisioning new ways to re-use existing space.

As a Washington native, Melissa has worked on a broad spectrum of projects across the western region of the state. Before joining OAI, Melissa focused primarily on residential and commercial projects. This previous experience, coupled with the higher education and public sector expertise she has amassed at OAI, provides Melissa with the ideal skill-sets needed to handle the wide array of EvCC On-Call Projects. Melissa's noteworthy EvCC projects include Early Learning Center Infant Classroom and Outdoor Play Area Pre-design, Parks Hall Student Life Renovation, and Security Office Renovation.

14 Years of Experience

Melissa is truly in her element selecting finishes. Using color, fixtures, and finishes to mold the space into the desired outcome. She thrives on the challenge of working within the confines of an existing space.

Notable Higher Education On-Call Experience:

Everett Community College
South Seattle College
Seattle Central College
Shoreline Community College
Tacoma Community College
Renton Technical College

Associated On-Call Experience
Thurston County
Port of Tacoma
Federal Building Design-Build Office Renovation

Phil Chadwell, Associate AIA

Sustainability Coordinator & Project Manager *(ADA/Life Safety Project Emphasis)*

Phil will serve as sustainability coordinator and project manager. He will assist project managers with selecting healthy and sustainable products and finishes, working closely with project teams to advance project sustainability initiatives, including LEED, Net-Zero and Living Building Challenge (LBC), research, and performance based-design through environmental analysis. To ensure compliance with project sustainability requirements, Philip will assist with drawing, specification, and submittal reviews. At OAI, Phil updates and improves internal process templates, and is responsible for developing, collaborating, and documenting progress on sustainability standards and priorities for the firm.

Phil has worked on numerous projects in occupied facilities, and has provided strategic project support for on-call projects on the following campuses: Everett Community College, Seattle Central College, South Seattle College, Renton Technical College, and Bellevue College. He was the lead designer for Evacuation Signage at Seattle Central College.

Notable Higher Education On-Call Experience:

Everett Community College
South Seattle College
Seattle Central College
Bellevue College
Shoreline Community College

Associated On-Call Experience:

Port of Tacoma
Port of Seattle Sound Insulation Program

14 Years of Experience

Phil prioritizes sustainability of projects, carefully wedding idealism with pragmatism. He works directly with clients and consultants to enact and enforce practices that meet and ultimately exceed the project's established benchmarks

Cary Guenther, AIA, NCARB

QA/QC, Code Compliance, & Construction Administration

Cary has over 40 years of experience, and has developed expertise in educational, healthcare, commercial, and civic projects. As QA/QC Manager, Cary leads day-to-day oversight and direction of staff so projects stay on schedule. He routinely coordinates with the OAI team to make sure they produce coordinated, quality, and clear documents that capture the full scope of work to be performed.

Cary is well versed in codes, standards, and regulations, including the 2018 IBC that recently took effect. He will apply his knowledge to determine what codes apply to each project and whether any special requirements or code exceptions are relevant. He will also identify any areas within EvCC's existing facilities that are noncompliant, providing corrective, cost-efficient solutions. Cary will deliver ongoing program support throughout the construction process, including constructibility analysis and review, ensuring the team's efforts are completed to the client's satisfaction.

Notable Higher Education On-Call Experience:

Everett Community College
Renton Technical College
South Seattle College
Seattle Central College
Bellevue College
Shoreline Community College

Associated On-Call Experience:

Seattle Parks and Recreation
City of Seattle
Port of Tacoma

40 Years of Experience

Cary's strength is his attention to detail. He excels at putting together a set of plans that is thoughtful and organized. Cary enjoys being involved in the project during Construction Administration because it lets him to see the design become real. He loves to help solve the unforeseen obstacles and assist in delivering quality construction.

Professional Licensure(s)

Architecture, Washington (#7290)

Project Approach

On-Call Architect

OAI PS

Scoping

- Establish User Committees
- **Field Investigations**

- Establish Budget
- Establish Schedule
- Establish Scope

Pre-Design

Design Alternatives

Design Workshops

Preferred Design *(Quality Control Review)*

Design

Code review

Update Estimate & Schedule

Design Documentation

Design Review *(Quality Control Review)*

Contract Documents

Design Completion

Bid

Construction *(Quality Control Review)*

Closeout

Substantial Completion

Final Warranties

Punchlist Completion *(Quality Control Review)*

Final Acceptance Checklist

Field Investigations

It is our standard protocol to perform Field Investigations at the start of every project due to years of lessons learned. They are often performed with the college's facilities staff to better understand the problem/issue.

Quality Control Reviews

Quality Control Reviews are preformed at the completion of each phase and reviews are conducted by Senior Architectural Staff.

EVERETT COMMUNITY COLLEGE

College Participation

If selected as an On-Call Campus Architect for EvCC, we would address each specific task with expediency, thorough consideration, and focus. Working closely with DES and other public institutions, OAI has successfully completed a broad range of on-call projects types.

OAI PS

Scoping - *Assess The Project Needs* *Quality Control Review*

Meet with DES, college staff and user groups and perform site visits to fully understand the nature and needs of the project. We align these visits at times when we are likely to witness occurrences and repair needs firsthand.

Review Secondary Considerations

- Understand the associated cost of repairs: Develop a preliminary cost range and engage DES and the client agency to ensure project design goals and budgets are reconciled
- Review scheduling ramifications: Determine expectations for the beginning, duration, work restrictions, and completion of construction. Review considerations for public safety, staging requirements, and tenant impacts such as noise, unpleasant odors, and dust control.
- Review long term facility plans: Determine intended service life of building. Explore sustainable short-term and long-term solutions

Design Alternatives and Preferred Design *Quality Control Review*

Recommended solutions are weighed against primary and secondary project needs:

- Does the desired solution fulfill the performance expectations?
- Is it affordable? If not, can the solution be modified to meet the budget?
- Can it be realistically completed within the scheduled milestones established for the project?
- Does it negatively impact ongoing building activities? If so, can the impact be successfully mitigated?
- Does it provide sustainable benefits? (i.e. increased energy efficiency, prolonged equipment service life, better thermal performance, reduced maintenance needs, and/or utility rebate)

Proposed solutions are evaluated, modified, and solidified into the project solution and/or accepted design.

Permitting

Jurisdictional requirements are included as part of the project delivery schedule and are typically established early in the project planning. Typical permit types include plan review, trade, and the Puget Sound Clean Air Agency approval (required in advance for removal of asbestos-containing materials). Often 30-day panel metering is required to verify that the existing power system is capable of assuming new power loads anticipated with the project.

Bidding and Procurement

Review with the DES to determine the best procurement method: design-bid-build, job-order contracting (JOC), or state small works roster. Each method has unique advantages and restrictions. We will reach out to and procure construction bids from qualified WMBE contractors and sub-contractors. *Note: GCCM and Design Build are not relevant to on-call scaled projects.*

Construction Administration *Quality Control Review*

Our goal is to help the construction team remain focused on maintaining schedule and providing quality construction.

- Timely review of contractor questions, submittals, & RFIs
- Meet on-site to review challenging construction issues
- Monitor construction schedule, facility impacts and consultant coordination
- Fairly negotiate change orders with all parties involved and ensure compliance with specified quality standards

Project Close-Out *Quality Control Review*

Our goal is to expeditiously facilitate the closeout process.

- Perform punchlist walk-through(s) and verify construction completion
- Resolve any outstanding cost changes
- Review contractor O&M manuals for completeness and verify warranties meet specification requirements
- Coordinate and assist with commissioning completion
- Incorporate all construction field changes into as-built documents
- Ensure all permits have been finalized
- Inspect project at one-year warranty date

It is not uncommon for us to be called to the site several times within the warranty year. We make ourselves readily available when issues arise (during and after the warranty period expires) to make sure latent issues are satisfactorily resolved.

Relevant Experience

On-Call Architect

OAI PS

MONTE CRISTO
- Roof Replacement
- Fascia Repairs

JACKSON
- Modernization*

GLACIER
- Roof Replacement

AVIATION
- C-80 Saberline Moorage
- C-81 Toilet Room Renovations
- Aviation Parking Lot Paving
- C-80 Toilet and Break Room Remodel*

EARLY LEARNING CENTER
- Infant Classroom Pre-Design

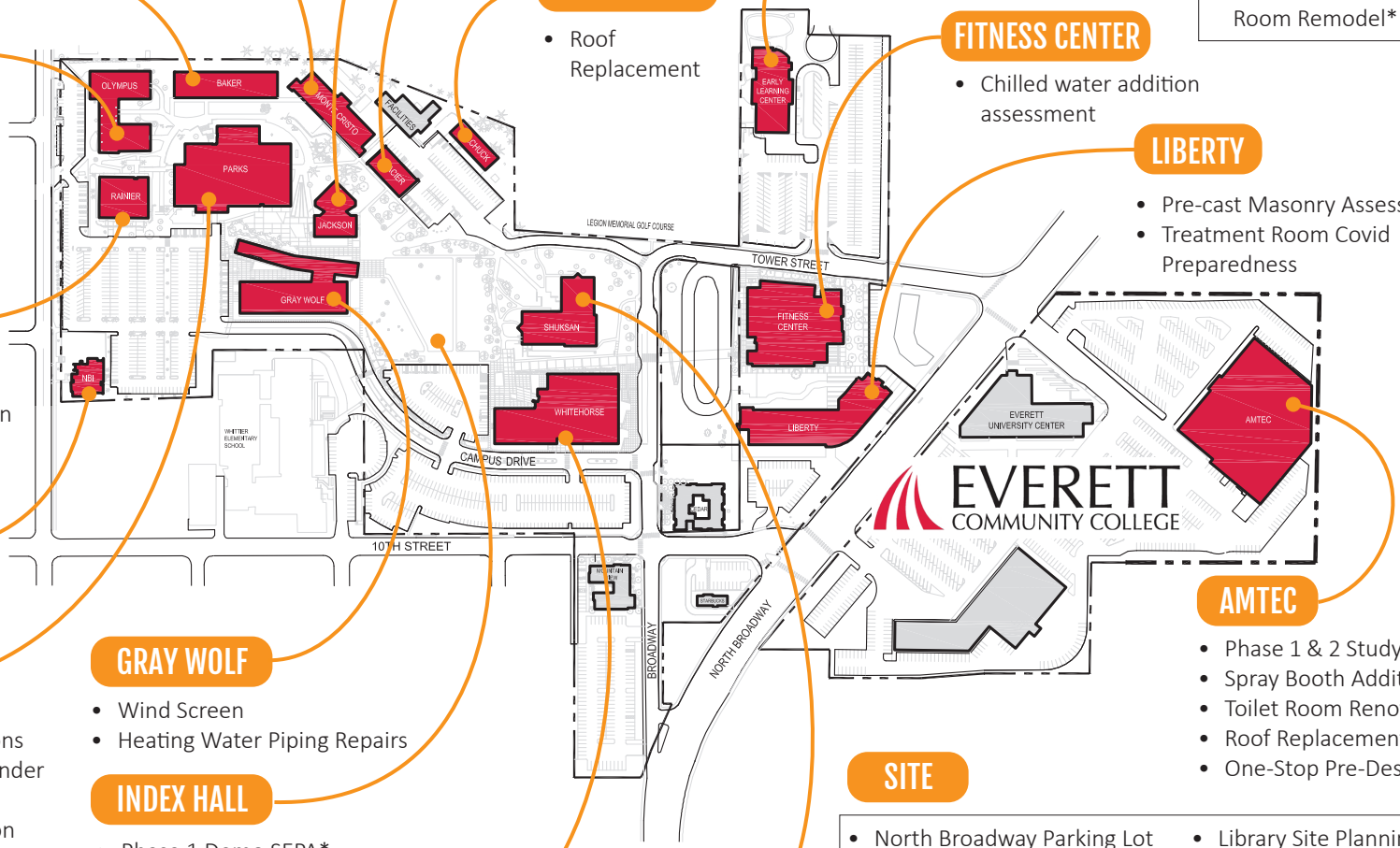
BAKER
- Fire Damage Repairs

PILCHUCK
- Roof Replacement

FITNESS CENTER
- Chilled water addition assessment

OLYMPUS
- Siding & Glazing Replacement*
- Roof Replacement*

LIBERTY
- Pre-cast Masonry Assessment
- Treatment Room Covid Preparedness



RAINIER
- 3rd Floor Renovation*
- Toilet Room Renovation (Gender Specific and Gender Inclusive)

NBI
- Roof Replacement

PARKS
- Toilet Room Renovations (Gender Specific & Gender Inclusive)
- Student Life Renovation
- Security Office Renovation
- Transformer Replacement
- Boiler Replacement
- Building Masterplan*
- Enrollment/Cashier Buildout*
- 2nd Floor Renovation*
- Roof Replacement*
- Bistro Addition*

GRAY WOLF
- Wind Screen
- Heating Water Piping Repairs

INDEX HALL
- Phase 1 Demo SEPA*
- Building Demolition & Site Restoration
- Index Lawn Project

WHITEHORSE
- Boiler Flue Replacement

SHUKSAN
- Boiler Room Addition*

AMTEC
- Phase 1 & 2 Study & Design*
- Spray Booth Addition
- Toilet Room Renovations
- Roof Replacement
- One-Stop Pre-Design

SITE
- North Broadway Parking Lot Feasibility Study
- College Plaza Demo*
- Waterline Replacement
- Utilidor Emergency Repairs
- North Broadway Powerline Relocation*
- Library Site Planning*
- Masterplan Updates
- Olympus Parking Lot Paving*
- Primary Power Upgrades*

**While Jerry and/or Nadia were at another firm*

Tenant Improvement

Security Office Suite Renovation

Everett Community College (EvCC)

Project Team: Jerry Osborn and Melissa Forbes

OAI designed the renovation for the Security Office Suite, which is located in the Parks Hall Building on EvCC's main campus. The design team evaluated conditions of the existing space, providing recommendations and cost opinions for specific areas of renovation.

Based on results of the study, EvCC chose to move forward with the proposed design, which included a new exterior storefront entrance and an improved layout that provides better circulation.

Project Highlights

- Completed all renovations while the building remained continuously occupied.
- Successfully relocated EvCC's sensitive security radio command center, fire alarm panel, and lockdown button.
- Achieved design expectations and completed construction with a limited budget.

AMTEC One-Stop Remodel

Everett Community College (EvCC)

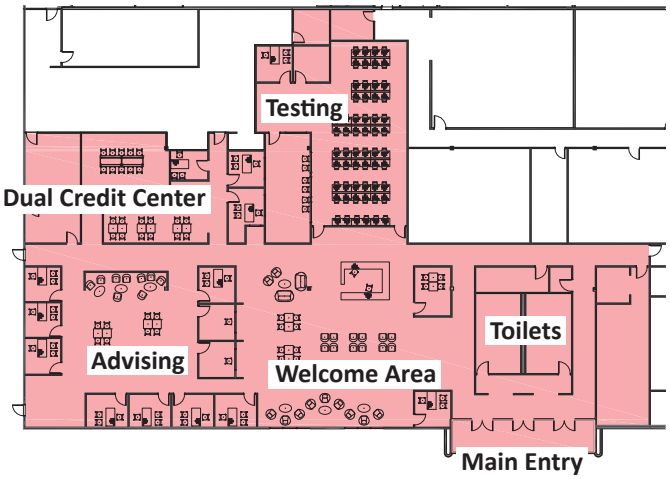
Project Team: Jerry Osborn & Nadia Melim

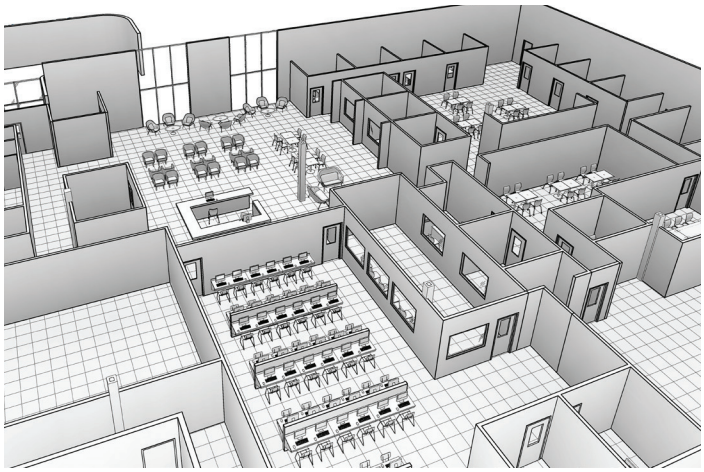
EvCC retained OAI to review the feasibility of creating an inclusive "port-of-entry" for prospective and continuing students. As part of this study, various campus locations were reviewed with consensus to locate the facility in the AMTEC building. The proposed one-stop layout provides a convenient location where students can obtain information on class offerings and degrees as well as enrollment services, advising, testing/assessment, financial aid, and cashiering. Currently, these services are scattered in several of EvCC's main campus buildings, making it difficult and time-consuming for students to access available resources.

Since limited funds are available to create the AMTEC One-Stop, the proposed design uses, to the extent possible, existing walls, casework, and mechanical systems to minimize costs. It features a large, open floor plan with a waiting area, central welcome desk, computer stations, and room to house the different programs for prospective students. It also includes a "touch-down space" that EvCC students and staff can use when they visit the building from the main campus.

One advantage to include this facility in AMTEC is that AMTEC has parking facilities that can be dedicated to student enrollment services.

Left: *EvCC's new security office main entrance;* ***Right:*** *Rendering*

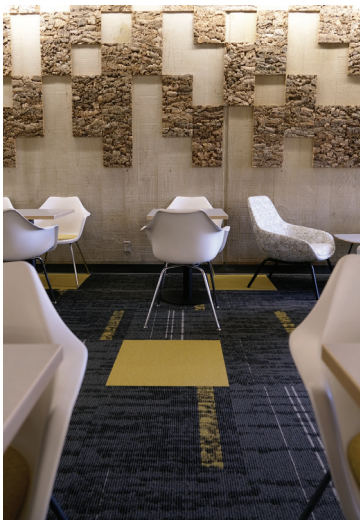




AMTEC One-Stop floor plan and 3D model

OAI/AMTEC PROJECT HISTORY:

OAI understands the institutional needs for programs being relocated to AMTEC. While at another firm,Jerry Osborn was Principal-In-Charge for the "Phase 1 - AMTEC Renovation", which included Fabrication, Welding, Composites, and Computer Classrooms. OAI designed Phase 2 – Mechatronics, which involved a Flex Lab, toilet facilities, and classrooms. OAI also designed the new Spray Booth Addition for the Composite Program, and has worked with both EvCC and Providence Hospital staff to keep AMTEC fully functioning for all building users during construction.



South's renovated Cafe Alki

Cafe Alki Renovation

South Seattle College (South)

Project Team: Jerry Osborn, Nadia Melim, & Philip Chadwell

OAI renovated Cafe Alki, an existing campus dining room, into a grab-and-go coffee shop lounge-style space. The cafe, which is located in the student union building, is part of the college's culinary arts program and is run by students.

The design team evaluated the existing space and the adjacent instructional kitchen. Renovation options were reviewed during feasibility for addressing customer seating, coffee service area, and back of house kitchen. Cost estimation determined that South's budget could only support the customer and coffee service areas. Existing wall, ceiling, and beam finishes were left in place and blended into the new design. Replacement of the existing perimeter cove lighting was included as an additive alternate.

The selected scheme features a point-of-sale counter with grab & go foods and an espresso bar with pour-over stations. Multiple types of seating are available to patrons, including lounge style seating, chair and table seating, and a large bar-height communal table that doubles as a buffet surface for special events. OAI designed all of the cafe's custom furniture, including the asymmetrical communal table .

Student Life Study and Renovation

Everett Community College (EvCC)

Project Team: Jerry Osborn, Nadia Melim, & Melissa Forbes

EvCC requested our expertise to perform a space study of the current layout of its Student Services center (Student Life). The design team evaluated conditions of the existing space, and provided recommendations and cost opinions for specific areas of renovation with a focus on improving internal circulation and creating better synergy between offices and meeting rooms.

Based on results of the study, EvCC chose to move forward with the proposed design, which included redefining the entryway, reconfiguring all room layouts, and creating open student space. The existing entry did not function well with the main corridor. Visitors had to make a 180-degree turn to enter. The design team positioned the new entrance at an angle, making it visible from both direction in the main floor corridor and the upper level of the building.

Project Highlights

- OAI created a 3D model to help EvCC visualize the new entry from both the corridor and upper level.
- The design team worked closely with the Student Services Leadership Committee throughout all phases of the project, including the selection of materials, finishes and furniture.

EvCC's new student life main entrance

Window Replacement/Glazing Research

Jerry Osborn and OAI have been engaged in several projects where the glazing assemblies have been critical to the functions of the interior spaces; representative projects of this effort include:

- EvCC Parks Hall
- Seattle Parks and Recreations Amy Yee Tennis Center Storefront Replacement
- City of Seattle Airport Way Center Building E Storefront Replacement, Seattle Public Utilities, Water Quality Laboratory

Parks Hall Glazing Research*

Everett Community College (EvCC)

Project Team: Jerry Osborn

The newly constructed Gray Wolf Hall had direct viewing into the counseling offices on the second floor of Parks Hall, specifically during dusk or evening hours when interior lights were on. The counseling staff did not want to leave their blinds drawn but were worried about privacy concerns. They requested a glazing system that prevented outward visibility in all lighting conditions.

Jerry Osborn researched glazing solutions and informed the college there was no glazing types that blocked the ability to see in but provided the ability to see out for all lighting conditions, he suggested re-glazing a window with the most reflective glass available to see if the proposed glazing system would meet user expectations. Following his recommendations, the college re-glazed a window in the security office suite as a test. The glazing system review is now standard for Parks Hall

The unit on the left is the test glazing assembly which is now the front entry to the security office suite

AYTC's new glare blocking storefront

Amy Yee Tennis Center Miscellaneous Improvements

Seattle Parks and Recreation (Parks)

Project Team: Jerry Osborn & Cary Guenther

OAI has been in process of a long-term facility upgrade for the Amy Yee Tennis Center (AYTC), which has served as the City of Seattle Parks and Recreation's only public indoor tennis facility for more than four decades.

The existing facility has no indoor heating or cooling. One of the major goals of the project is to provide heating to improve comfort during winter play; however, the City of Seattle does not allow the use of fossil fuels as heating for any City owned facilities. OAI's proposed HVAC system is electric heat-pumps. Heat pumps have a cooling component and to add cooling, the entire center must meet energy code.

To comply with the City's energy codes, AYTC's existing storefront was replaced. The storefront, which faces southwest, was a major source of heat and glare in the summer months. OAI designed the glazing system to reduce glare to such an extent that internal blinds were no longer required, while preserving the view quality looking out the windows.

** while Jerry Osborn was at a different firm.*

Boiler Replacement

Parks Hall Boiler Replacement

Everett Community College (EvCC)

Project Team: Jerry Osborn

Parks Hall was originally heated by steam supplied from the boilers located in the facilities building. In 2010, the campus steam was replaced with a pair of lead-lag tandem boilers – (2) 3,000 MBH boilers. In 2019, a heat exchanger in one of the boilers failed, incapacitating the boiler; the failure occurred during peak heating season. The assumed reason for the failure was the excessive cycling of the boiler water temperature, which in turn was caused by the installed boilers being over-capacity for the loads being served. OAI assisted the College in procuring an emergency project to replace the failed boiler with a new boiler, and in right-sizing the new boiler to the in-situ heating loads. A new 1,600 MBH boiler was installed and tied back into the existing 3,000 MBH boiler so the College would have heating water redundancy for Parks Hall.

The service life expectancy of the second 3,000 MBH boiler was also suspect; the one boiler had already failed and the second was showing signs of metal fatigue in the heat-exchanger. The challenge for the College was how to replace the second boiler and revise the boiler piping while providing the College a single operating system under a single warranty for both boilers. Replacing the second boiler did not constitute an emergency and the JOC cost modeling was not cost effective. OAI worked with EvCC Facilities and their Purchasing department to secure the second boiler through a purchasing bid. This process allowed us to secure a second boiler matching the existing replacement boiler and provided for competitive bidding between three qualified installers. The heating system for Parks Hall is now served by (2) 1,600 MBH boilers by the same manufacturer and under one manufacturer's warranty and under one installation warranty. The boiler controls are integrated into the EMS controls system that are used in most areas of Parks Hall.

The 1,600 MBH boiler on the left was installed under an Emergency Project. The new boiler was linked to the existing 3,000 on the right so the College would retain heating water redundancy.

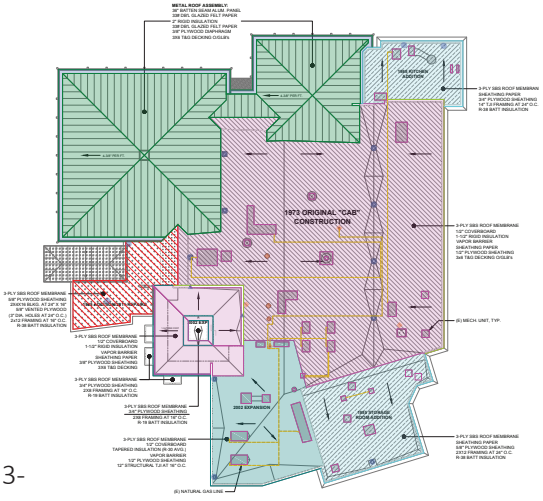
The (2) new 1,600 MBH boilers on see on the right. Existing heating water pumps and boiler flues were retained. New assembly is under warranty to the same manufacturer and to the same installer.

Client Agency FCS Assistance

Numerous Colleges

We assist the Client Agency in securing funding through the SBCTC Facility Condition Survey (FCS) process.

- Meet with Facilities Director and key maintenance staff to review systemic or isolated problems with facility operations.
- Investigate nature of problem by reviewing relevant record documents.
- Document past occurrences of issues (aka water leak, equipment failures, roof leaks, and the like).
- Provide narrative and detailed cost estimate for recommended repair. Estimate construction cost to assume anticipated costs at midpoint of 2023-2025 biennium.
- If appropriate, meet with SBCTC Chief Architect to review findings in the field.



CAB (South) Roof Assessment, 2017-2019 FCS

Glacier Hall Roof In-Progress

Pilchuck Hall Roof In-Progress

Roof Core Samples Taken

Roof Repairs/Replacements

AMTEC, NBI, Pilchuck, & Glacier Roof Repairs

Everett Community College (EvCC)

Project Team: Jerry Osborn, Joe Muller, Cary Guenther & Philip Chadwell

OAI recently assisted EvCC with the assessment and design of roof improvements for several existing campus buildings including Pilchuck Hall, Glacier Hall, the Nippon Business Institute (NBI), and Phase I of the Advanced Manufacturing Training & Education Center (AMTEC).

Meeting the project budget was a primary challenge since funding provided by the SBCTC would not cover the cost of a complete tear-off and replacement at all four buildings. From OAI's experience with similar type projects, our team knew that overcoming the budget challenge would require a careful and thoughtful design approach, tailored specifically for each individual building.

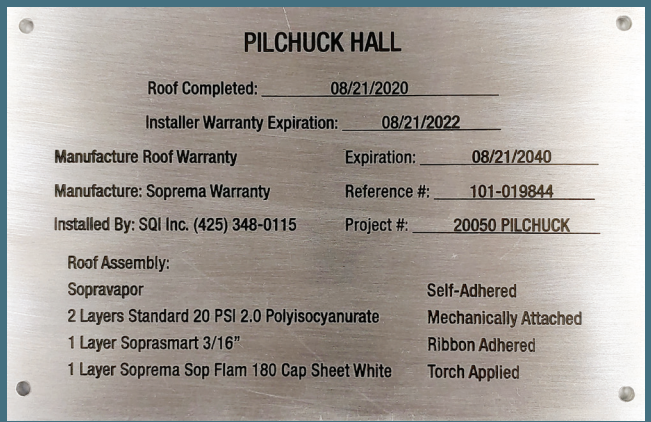
Working directly with EvCC Facilities staff and the DES Project Manager, we reviewed the immediate needs and issues for each site and evaluated them against the long-term plans for each building. Core samples were taken from each roof to verify the existing assembly, allowing us to research alternative systems.

The result was a combination of design approaches which included the partial tear-off and re-cover of the existing assemblies, while retaining the existing roof insulation. This approach provided the college with a fully warranted system, while significantly reducing construction costs and reducing landfill waste.

Because of the variety of systems and assemblies used, OAI organized each building into separate bid packages to help ensure the most competitive bidding across all projects. These cost reduction efforts proved so successful, that EvCC was able use the savings to add a new roof at AMTEC Phase II and replace the metal fascia at Glacier Hall.

In addition to these roof projects, OAI has also helped EvCC develop new standards for roof upgrades and improvements with future maintenance and facilities staff in mind. Polycarbonate domed roof hatches are now the preferred product for all new construction as the additional lighting provided helps improve the safety of personnel accessing the roof. We've also developed our specifications to require the contractor to provide project specific information plaques for each roof that describe its assembly, components, installation method, completion date, warranty, and contact information

Polycarbonate Domed Skylight



Informational Roof Plaque

Occupied Facility

Parks Hall Enrollment and Cashier Offices*

Everett Community College

Project Team: Jerry Osborn & Nadia Melim

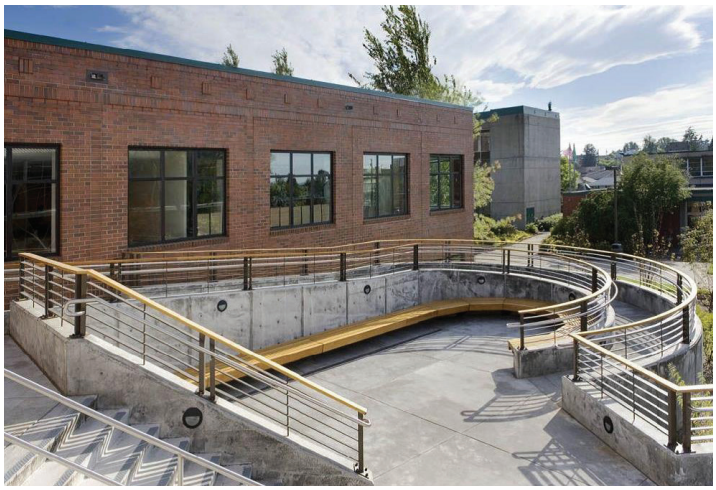
In an effort to consolidate all college student services into the same building, this project brought the enrollment and cashiering offices into what was formerly a large multipurpose room. We met with the college staff to determine ways in which their new space could work better than their former cramped space..

A take-a-ticket system was introduced to help with long lines that used to develop at the start of the semester. Roll down doors and defined waiting areas were also introduced to address security concerns. This project also included replacement of corridor flooring and extensive replacement of exterior stairways and ADA ramps. All work was completed in phases while the building was occupied.

This project took place in the very busy student union building; we made sure to include controls in the documents so the contractor wouldn't disrupt the rest of the buildings operation.

To take advantage of the building area closures for this project, an adjacent site project was designed and undertaken at the same time so that the door closure, construction noise, and student travel path modifications were as short-lived as possible.

**Jerry and Nadia worked on this project while at another firm*



***Top**: Renovated cashiers office*
***Bottom**: New stairway and ADA ramps*

On-Call Capacity

We understand the commitment we make when soliciting on-call work. Unlike many other firms, 100% of our work is on-call, so we are better able to respond to rapid-paced facility needs. The Full Time Employee (FTE) requirement for design assistance, based on the SBCTC allocation for EvCC during the 21-23 biennium, is around 2 FTE. OAI will provide the College a minimum 2 FTE commitment with our key staff and are committed to increasing key staff levels of participation when required.

Utilization Chart

	Principal-in-Charge (PIC)	Project Manager (PM)	Design Manager (DM)	Sustainability Coordinator	Permitting	Const. Admin. (CA)	FTE
Jerry Osborn	15%	15%				10%	0.4
Nadia Melim		10%	20%				0.3
Melissa Forbes		50%					0.5
Joe Muller		20%				10%	0.3
Phil Chadwell		10%		20%			0.3
Cary Guenther					10%	20%	0.2
						Total FTE	**2.0**

Diverse Business Inclusion Strategies

On-Call Architect

OAI PS

Diverse Business Inclusion Strategies

Our approach to inclusion is to research local, small, and diverse business entities who can bring value to clients through their local presence and understanding of the client and community or who provide quality professional consulting services that complement our services. We routinely use qualified Women and Minority-owned Business Enterprises (WMBE) and Small Business Enterprise (SBE) consultants to staff our projects. As we market and solicit for new projects, we pro-actively include WMBE/SBE firms in our efforts. OAI utilizes the "Directory of Certified Firms" maintained by the Office of Women and Minority-owned Business Enterprises (OWMBE) on the State of Washington website. We attend trade events where we reach out to WMBE/SBE firms and look for partnering opportunities. OAI's Outreach Plan is reviewed before we solicit proposals for consulting services on any project.

OAI has extensive experience managing diverse teams on projects having comparable scope of work, size, and duration of contracts. We understand the importance inclusion brings to EvCC's projects and value the true community gains and opportunities that arise. Committed to the success and growth of all members, our intention is tri-fold: create and implement a plan to meet and exceed project goals, make inclusion a pillar of our best business practices, and create a legacy of mentorship to grow local WMBE/SBE firms. We provide our partners with procedures and tools that OAI has created to successfully deliver projects, and train firms on how to use them effectively. Inclusion success must incorporate the following components:

1. Capacity assessment of firms with appropriate, profitable right-sizing work scopes
2. Early involvement of our team with WMBE/SBE firms to determine appropriate technical assistance and mentoring support
3. Asking our WMBE/SBE team members what mentoring or coaching they would want to receive as part of this project. Our team is constructed in a "cross-training" manner to provide mentoring support to our smaller team members. In turn, our larger members learn and incorporate inclusive business solutions (such as those identified above) while having the opportunity to hear challenges smaller firms encounter seeking and performing project work. Our proposed team is composed of experienced professionals, many who have worked together on a variety of on-call projects; however, we have found that providing the appropriate level of support at critical points in projects helps all team members succeed.

We have a proven track record of utilizing WMBE Sub-Consultants on our on-call projects. Below is a table highlighting some of our WMBE Sub-Consultants' usage over the past 5 years.

Project	WMBE Subs	WMBE Subs Fee	OAI Fee	Total Fee
Bradner Gardens Fire Damage Repair-Seattle Parks and Recreation	W	$43,690	$41,770	**$104,580**
Airport Way Center (AWC) Building E Asset- City of Seattle	W and M	$16,310	$10,560	**$26,870**
Haller Lake Maintenance Building A- City of Seattle	W and M	$45,100	$42,000	**$87,100**
West Precinct HVAC Modifications - City of Seattle	W and M	$17,850	$13,000	**$30,850**
AWC Building A DAS- City of Seattle	W and M	$7,620	$11,920	**$19,540**
West Precinct Chiller Replacement- City of Seattle	W and M	$37,910	$30,840	**$68,750**
East Precinct "Tier 2" Seismic Evaluation- City of Seattle	W	$14,490	$7,520	**$22,010**
AWC Building E MEP Upgrades- City of Seattle	W and M	$4,950	$3,850	**$9,300**
Seattle Police Department (SPD) West Precinct Evaluation & Replacement- City of Seattle	W and M	$53,920	$18,180	**$72,100**
West Precinct Chiller CD & Bid- City of Seattle	W and M	$99,250	$78,160	**$177,410**
Campus Wide Toilet Room Renovations- Renton Technical College	W and M	$6,970	$45,125	**$66,960**
WSU Extension Remodel- Thurston County	W and M	$20,500	$39,570	**$60,070**
Early Learning Center Infant Classroom Pre-Design	W	$2,650	$12,550	**$15,200**

Standard Form 330 Part II

On-Call Architect

OAI PS

ARCHITECT-ENGINEER QUALIFICATIONS

1. SOLICITATION NUMBER *(if any)*: 2021-835

PART II - GENERAL QUALIFICATIONS

(If a firm has branch offices, complete for each specific branch office seeking work.)

2a. FIRM (OR BRANCH OFFICE) NAME: **Osborn Architects Inc., P.S.**	3. YEAR ESTABLISHED: 2015
2b. STREET: 1011 SW Klickitat Way, Ste 208	4. DUNS NUMBER: 07-981-3391
2c. CITY: Seattle	2d. STATE: WA
2e. ZIP CODE: 98134	5. OWNERSHIP
	a. TYPE: Corporation
	b. SMALL BUSINESS STATUS
6a. POINT OF CONTACT NAME AND TITLE: **Jerry Osborn, President**	7. NAME OF FIRM *(If block 2a. is a branch office)*
6b. TELEPHONE NUMBER: 206.920.6348	6c. E-MAIL ADDRESS: josborn@oaips.com

8a. FORMER FIRM NAME(S) (If any)	8b. YR ESTABLISHED	8c. DUNS NUMBER

9. EMPLOYEES BY DISCIPLINE

a. Function Code	b. Discipline	c. No. of Employees (1) FIRM	c. No. of Employees (2) BRANCH
02	Administrative	8	1
06	Architect, Licensed	4	4
08	CADD Draftsman	5	2
15	Construction Inspector	1	
16	Construction Manager	1	
18	Cost Engineer/Estimator	1	
29	GIS Specialist	1	
47	Planner; Urban/Regional	2	
48	Project Manager	10	2
	Public Outreach Specialist	2	
	Marketing	1	
	Other Employees		
	Total	35	8

10. PROFILE OF FIRM'S EXPERIENCE AND ANNUAL AVERAGE REVENUE FOR LAST 5 YEARS

a. Profile Code	b. Experience	c. Revenue Index Number *(see below)*
C05	Child/Development Facilities	1
C11	Community Facilities	3
E02	Education Facilities, Classrooms	3
G01	Garages, Vehicle Maintenance Facility, Parking	1
G04	GIS Services	1
H11	Housing: Residential, Multi-Family, Apartments	2
I05	Interior Design, Space Planning	2
P06	Project Planning	1
R12	Roofing	4
S03	Seismic Design & Studies	1
	Application Development	1
	Land Acquisition/Property Mgmt	4

11. ANNUAL AVERAGE PROFESSIONAL SERVICES REVENUES OF FIRM FOR LAST 3 YEARS

(Insert revenue index number shown at right)

a. Federal Work	8
b. Non-Federal Work	1
c. Total Work	8

PROFESSIONAL SERVICES REVENUE INDEX NUMBER

1. Less than $100,000
2. $100,00 to less than $250,000
3. $250,000 to less than $500,000
4. $500,000 to less than $1 million
5. $1 million to less than $2 million
6. $2 million to less than $5 million
7. $5 million to less than $10 million
8. $10 million to less than $25 million
9. $25 million to less than $50 million
10. $50 million or greater

12. AUTHORIZED REPRESENTATIVE

The foregoing is a statement of facts.

a. SIGNATURE: Jerry Osborn

b. DATE: 07/23/2021

c. NAME AND TITLE: Jerry Osborn, President