

2State of Washington
Capital Projects Advisory Review Board (CPARB)
PROJECT REVIEW COMMITTEE (PRC)

APPLICATION FOR PROJECT APPROVAL
To Use the Design-Build (DB)
Alternative Contracting Procedure

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

Identification of Applicant

- a) Legal name of Public Body (your organization): **Seattle School District No. 1**
- b) Address: **PO Box 34165, Seattle, WA 98124-1165**
- c) Contact Person Name: **Richard Best** Title: **Director of Capital and Planning**
- d) Phone Number: **206-252-0647** E-mail: **rlbest@seattleschools.org**

1. Brief Description of Proposed Project

- a) Name of Project: **Franklin High School HVAC Repairs**
- b) County of Project Location: **3013 S Mt Baker Blvd, Seattle, WA 98144**
- c) Please describe the project in no more than two short paragraphs. (*See Attachment A for an example.*)

The proposed project includes the replacement of 141 water-sourced heat pumps and reconfiguration of the ventilation system at the Franklin High School main building. Franklin High School is a four-story building, originally opened 1912, with 65 classrooms and 216,030 square feet. The operational capacity is approximately 1,400 high school students. The heat pumps were installed in 1989 and have reached the end of their useful life, requiring constant repairs and maintenance. The existing ductwork distribution system was designed during the late-1980's when supply rates for outside air for were required not to exceed 5 cubic feet per minute (CFM). In addition, the ductwork distribution system is poorly configured, which makes it difficult, if not impossible, to balance air flow throughout the building.

Seattle Public Schools seeks to utilize Progressive Design Build (PDB) to maximize the scope of work to be accomplished given the fixed project budget and optimize the schedule to complete the heat pump replacements and ductwork distribution system reconfiguration in time for the start of the 2023/24 school year.

2. Projected Total Cost for the Project:

A. Project Budget

Costs for Professional Services (A/E provided by D-B)	\$ 513,000
Estimated project construction costs (<i>including construction contingencies</i>):	\$ 4,275,000
Equipment and furnishing costs	\$ 0
Off-site costs	\$ 0
Contract administration costs (owner, cm etc.)	\$ 128,000
Contingencies (design & owner)	\$ 214,000
Other related project costs (briefly describe: permits, commissioning, etc)	\$ 179,000
Sales Tax	\$ 491,000
Total	\$ 5,800,000

B. Funding Status

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

The total project budget for the Franklin High School HVAC Repairs project will be funded from the Building Technology, and Academics/Athletics Levy V (BTA V) passed by Seattle voters in February 2022.

3. Anticipated Project Design and Construction Schedule

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

The anticipated project design and construction schedule, including:

- a) Procurement; [Progressive Design-Build](#)
- b) Hiring consultants if not already hired; and
- c) Employing staff or hiring consultants to manage the project if not already employed or hired.

Task / Milestone	Start	Finish	Duration
Draft PDB Contract	5/23/2022	6/13/2022	3.0 weeks
Owner DB Advisor Consultant Procurement	5/31/2022	6/21/2022	3.0 weeks
PRC Approval	6/23/2022		
Owner Consultant Procurement	6/27/2022	8/8/2022	6.0 weeks
Advertise PDB RFQ	6/27/2022	7/11/2022	2.0 weeks
Select PDB Finalists	7/12/2022	7/22/2022	1.4 weeks
Interview PDB Finalists	8/4/2022		
Award PDB Contract	8/12/2022		
Phase One - Preliminary Services	8/15/2022	6/16/2023	10.0 months
Formal Commercial Phase Two Proposal	3/6/2023		
Early Work Package: Heat Pump Procurement	3/27/2023	7/3/2023	14.0 weeks
Phase Two - Final Design & Construction	6/19/2023	9/1/2023	10.6 weeks
Commissioning	9/5/2023	10/31/2023	8.0 weeks

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

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

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

The highly specialized activities included in the project include optimizing the size and configuration of the heat pumps to maximize energy savings, construction efficiencies, and ventilation improvement. Also, developing the most efficient return air ducting reconfiguration is critical to maximizing ventilation improvement while minimizing construction costs. The teamwork of the HVAC designer and contractor working in tight coordination is critical to achieving the district's objective of maximizing value and ventilation improvement.

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

The designer and builder will have the opportunity to collaborate and innovate to realize efficiency with the sizing, configuration, and constructability of the HVAC equipment. The PDB approach will allow the district to work with the selected DB team to maximize the scope of the repairs given the fixed budget.

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

The project must accommodate the academic school calendar without interruption to classroom instruction. The HVAC system can be off-line during the 11-week summer break period. The procurement lead time for heat pumps is approximately 14 weeks. The PDB approach will allow for the heat pumps to be ordered prior to completion of final design and therefore delivered in time for the summer break construction period.

5. Public Benefit

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

- How this contracting method provides a substantial fiscal benefit; or
 - a. Selection of the PDB is based on qualifications and experience of the team relevant to the specific nature and challenges of the project. For this project, the PDB team will need

successful experience working on owner occupied sites, working in older landmarked buildings, delivering energy efficiency with new systems that are easy to maintain, improve indoor air quality, and are forward-compatible with a future modernization of the building.

- b. By working as a team, the PDB team can reduce possible errors and/or omissions in scope and develop the most efficient construction methods to maximize the value to the district.
- How the use of the traditional method of awarding contracts in a lump sum (*the “design-bid-build method”*) is not practical for meeting desired quality standards or delivery schedules.
 - a. There is a high likelihood that design errors and/or omissions can be minimized during the final design which will reduce unnecessary construction delays to resolve design conflicts.
 - b. The PDB approach can minimize changes during the construction phase when changes are more costly and have a greater schedule impact than during the design phase.

6. Public Body Qualifications

Please provide:

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

The Franklin High School HVAC Repairs project would be Seattle Public Schools first PDB project. As such, the district will hire a consultant experienced in PDB to help guide the district toward a successful project outcome.
- A project organizational chart, showing all existing or planned staff and consultant roles.

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

See Exhibit A, attached.
- Staff and consultant short biographies that demonstrate experience with DB contracting and projects (not complete résumés).

The Franklin High School HVAC Repairs would be SPS’s first PDB project so the district will hire a consultant with PDB contracting and project experience to provide support and guidance through all phases of the project.

Graehm Wallace, Perkins Coie (Legal Consultant)

A partner within the firm's Construction Law practice, Mr. Wallace has over 26 years of experience working in all areas of construction transactions, counseling, and conflict resolution. His work covers all aspects of contract drafting and negotiating, including preconstruction, architectural, engineering, construction-management, design-build, consultant, bidding, advice during construction, and claim prosecution and defense from initial claim analysis through discovery, mediation, alternative dispute resolution, arbitration, or trial. Mr. Wallace has represented scores of Washington school districts and other Washington public entities in drafting and negotiating alternative delivery (GC/CM and DB) contracts.

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

Previous PDB project experience will be provided once the district has hired an experienced PDB consultant.
- The qualifications of the existing or planned project manager and consultants.

Note: For design-build projects, you must have personnel who are independent of the design-build team, knowledgeable in the design-build process, and able to oversee and administer the contract.

Tom Gut, PE, SPS Project Manager

With over 30 years of design and construction related experience and a Bachelor of Science in Civil Engineering degree from Iowa State University, Mr. Gut is a licensed civil engineer in Washington state. He has worked in both the private and public sectors including seven years as the public works director for the City of SeaTac and the past three years as a project manager for Seattle Public Schools. He is experienced in all aspects of design and construction from conceptual planning to project close-out. Current responsibilities include managing the design and construction of school improvement projects

constrained to tight summer break schedules. Mr. Gut intends to earn his certification through the Design Build Institute of America to prepare for the implementation of this project.

- 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 Exhibit D for a summary of previous major projects undertaken by the SPS Capital Projects and Planning Department.

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

The project will be managed by SPS Capital Projects and Planning Department. SPS Facilities and Operations Department personnel will take part in RFQ evaluations, RFP scoring, design phase reviews, value analysis, and constructability reviews.

Weekly coordination meetings with the SPS PM and the PDB team will be conducted, and timely meeting minutes with assigned action items will be published throughout the life of the project. The purpose of the meeting will be to ensure adherence to the established project scope, budget, and schedule and resolve issues brought up by any party. These weekly meetings will be paramount in the management and coordination of the project.

SPS will require the PDB team to use e-Builder software to monitor, control, and track the budget, schedule, changes, pay applications, Requests for Information (RFIs), submittals, issues, etc. This software allows collaboration from any computer through a cloud-based network system and allows easy tracking of issues, cost impacts, and archival/retrieval of project information. Team members are notified by the software system when actions are needed. Management reports, which give current status on action items, will be discussed at the weekly coordination meeting.

Approval of all contracts, changes, and amendments will follow Seattle School Board Policy No. 6220.

- A brief description of your planned DB procurement process.
SPS intends to utilize PDB so the procurement process will emphasize team qualifications, experience, and project approach.

Phase 1 will include a public solicitation of Request for Qualifications (RFQ) with a project description, reasons for using DB, qualification requirements, scoring and weighted criteria, proposed project budget, proposed project schedule, and existing building information. Personnel from Capital Projects and Planning team, Facilities and Operations, and the BEX/BTA Oversight Committee will evaluate submitted RFQs and shortlist up to three finalists to move to Phase 2, Request for Proposal (RFP). Evaluation factors will include, but may not be limited to, technical qualifications, capacity to perform, past performance in utilization of disadvantaged business enterprises, and ability to provide a performance bond and insurance.

Phase 2 starts with proprietary meetings conducted with each finalist to answer questions to assist in completing final proposals. The RFP will include but may not be limited to: request for the PDB approach to project specific criteria, price factor proposal form, and draft of proposed PDB Contract documents. The finalists will submit their proposals for review by the owner's selection committee. Price factor information will remain confidential until the end of the scoring process. Finalists will be invited to interview with the owner's selection committee with the opportunity to demonstrate their approach to the project. Following the interviews, the owner's selection committee will evaluate and score the finalists' proposals, with the exception of the price factor. At the conclusion of the committee's scoring, the price factor proposal forms will be opened and scored with the points added to the previously scored project approach. The finalist with the highest total score will be invited to negotiate a final DB agreement.

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

Graehm Wallace, Perkins Coie, will assist SPS in preparing of the contract agreement. Capital Projects and Planning staff, working with the PDB Advisor consultant, will prepare and customize the RFQ/RFP documents to meet specific project needs.

7. Public Body (your organization) Construction History:

Provide a matrix summary of your organization’s construction activity for the past six years outlining project data in content and format per the attached sample provided: *(See Attachment E. The applicant shall use the abbreviations as identified in the example in the attachment.)*

- Project Number, Name, and Description
- Contracting method used
- Planned start and finish dates
- Actual start and finish dates
- Planned and actual budget amounts
- Reasons for budget or schedule overruns

See Exhibit D.

8. Preliminary Concepts, sketches or plans depicting the project

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

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

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

Plan and sections views are not yet developed. See Exhibit B for an aerial view of the project site and Exhibit C for a description of the mechanical conceptual design approach.

9. Resolution of Audit Findings On Previous Public Works Projects

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

SPS embraces the practice of continuous improvement and recognizes that independent audits are helpful because procedures, which need improvement, are brought to light. The Building Excellence Program (BEX) began in 1995 and the fifth cycle of this levy was approved by Seattle voters in February 2019. In addition, the SPS BTA capital levy is also on its fifth cycle. SPS recognizes its responsibility to serve as responsible stewards of public funds, to use prudent management practices to ensure the investment of over \$2.3 billion of levy funds is effectively managed. Accordingly, SPS continues to hone its procedures and processes as findings are identified by the audits.

Internal Audit of Lincoln High School Project MC/CM Audit – issued March 21, 2021

The district used the Mechanical Contractor/Construction Manager (MC/CM) early selection process to hire the mechanical subcontractor for the Lincoln High School Phase I project. State law requires public owners that use this method to undergo an independent cost audit to confirm the actual accrual of costs. An audit, conducted prior to the final payment to the MC/CM, found a credit of approximately \$103,000 was due to the district on a \$11.8 million contract. The Capital Projects and Planning department created a process in eBuilder to standardize the practice of timely audits of every MC/CM contract.

10. Subcontractor Outreach

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

The District reaches out to Women and Minority Business Enterprise (WMBE) firms by advertising our projects to National Association of Minority Contractors (NAMC), Tabor 100, a local minority/small business association, as well as posting on the WA State’s Office of Minority and Women’s Business Enterprise

(OMWBE) site. We have also in the past participated in reverse vendor trade shows with the City of Seattle to meet local small businesses and firms. Seattle Public Schools has launched a Priority Hire program with a Student and Community Workforce Agreement (SCWA). This SCWA is among the first in the nation to build a construction training and employment program that has students, former students, and student families at its center. The SCWA will create priority training and employment for SPS construction projects at or above \$5 million. The SCWA prioritizes career, training, and employment for SPS students, former SPS students who are ready to seek careers in the construction trades, and wage-earners who have SPS students in their households. In addition, the priority hire program includes workers from: Distressed Zip Codes within the City of Seattle, Black, Indigenous and People of Color (BIPOC), and LGBTQ+ communities and women. The SCWA is modeled after the City of Seattle's Community Workforce Agreement.

CAUTION TO APPLICANTS

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

SIGNATURE OF AUTHORIZED REPRESENTATIVE

In submitting this application, you, as the authorized representative of your organization, understand that: (1) the PRC may request additional information about your organization, its construction history, and the proposed project; and (2) your organization is required to submit the 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.

PRC strongly encourages all project team members to read the Design-Build Best Practices Guidelines as developed by CPARB, and attend any relevant applicable training. If the PRC approves your request to use the DB contracting procedure, you also understand that: (1) your organization is required to participate in brief, state-sponsored surveys at the beginning and the end of your approved project; and (2) the data collected in these surveys will be used in a study by the state to evaluate the effectiveness of the DB process. You also agree that your organization will complete these surveys within the time required by CPARB.

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



Signature: _____

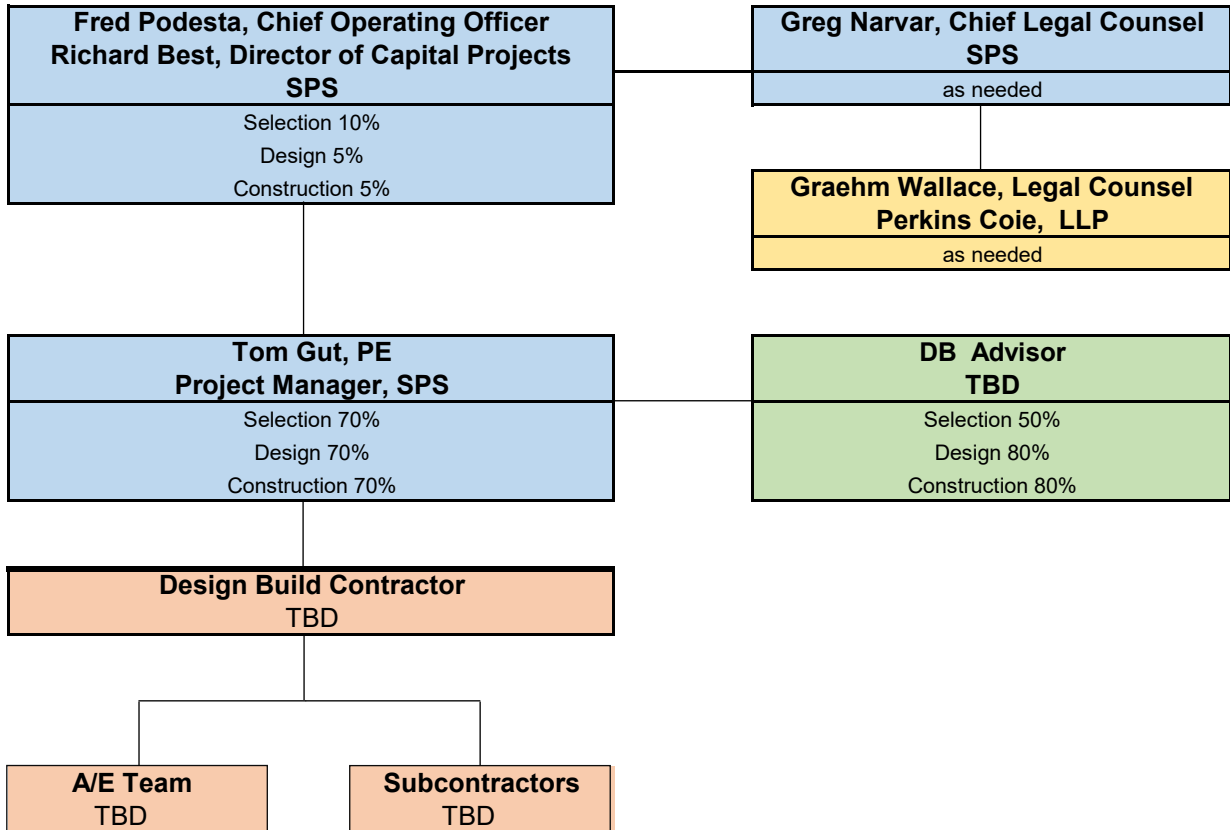
Name: *(please print)* Richard L. Best *(public body personnel)*

Title: Director of Capital and Planning, Seattle Public Schools

Date: May 20, 2022

EXHIBIT A

Franklin High School HVAC Repairs
Project Organization Chart
Seattle Public Schools (SPS)



**Exhibit B
Site Aerial**



Franklin High School
3013 S Mt Baker Blvd
Seattle, WA 98144

Mechanical Narrative

The existing mechanical system is comprised of a distributed water-cooled heat pump system with an upgraded boiler plant and existing cooling tower. There are heat pumps located in mechanical spaces in the mezzanine and in the ceilings throughout the core of the building and lower floors. The heat pumps utilize an outside air/return air mixing plenum to provide outside air and temperature control for each zone.

The proposed system shall incorporate dedicated outdoor air systems that shall provide tempered ventilation air to the discharge side of the heat pumps using calibrated balancing dampers and two position dampers. The intent of the two-position damper shall be to allow for classroom level occupancy control.

The project shall also incorporate replacing select heat pumps that may be difficult to replace or repair during occupied times or as specified by the district maintenance personnel.

Implementing the dedicated outdoor air systems will allow the heat pumps to cycle on and off to maintain conditioned space temperature in the zone served. The ventilation air will be provided whenever the zone is scheduled to be occupied.

The project shall include 11 new dedicated outdoor air system air handling units with heat recovery, along with 4 gas-fired make-up air units located on the roof. The supply and exhaust air will be ducted from the unit to the existing roof hood curbs and or the vent shafts for the lower levels. The ductwork from the existing roof curbs to the individual heat pumps shall be removed and replaced with new to provide a direct connection of the ventilation air to the supply side of the heat pumps.

This approach will bring the system closer to compliance with the current energy code and can be used in future mechanical upgrades. Below is a sketch of the proposed system.

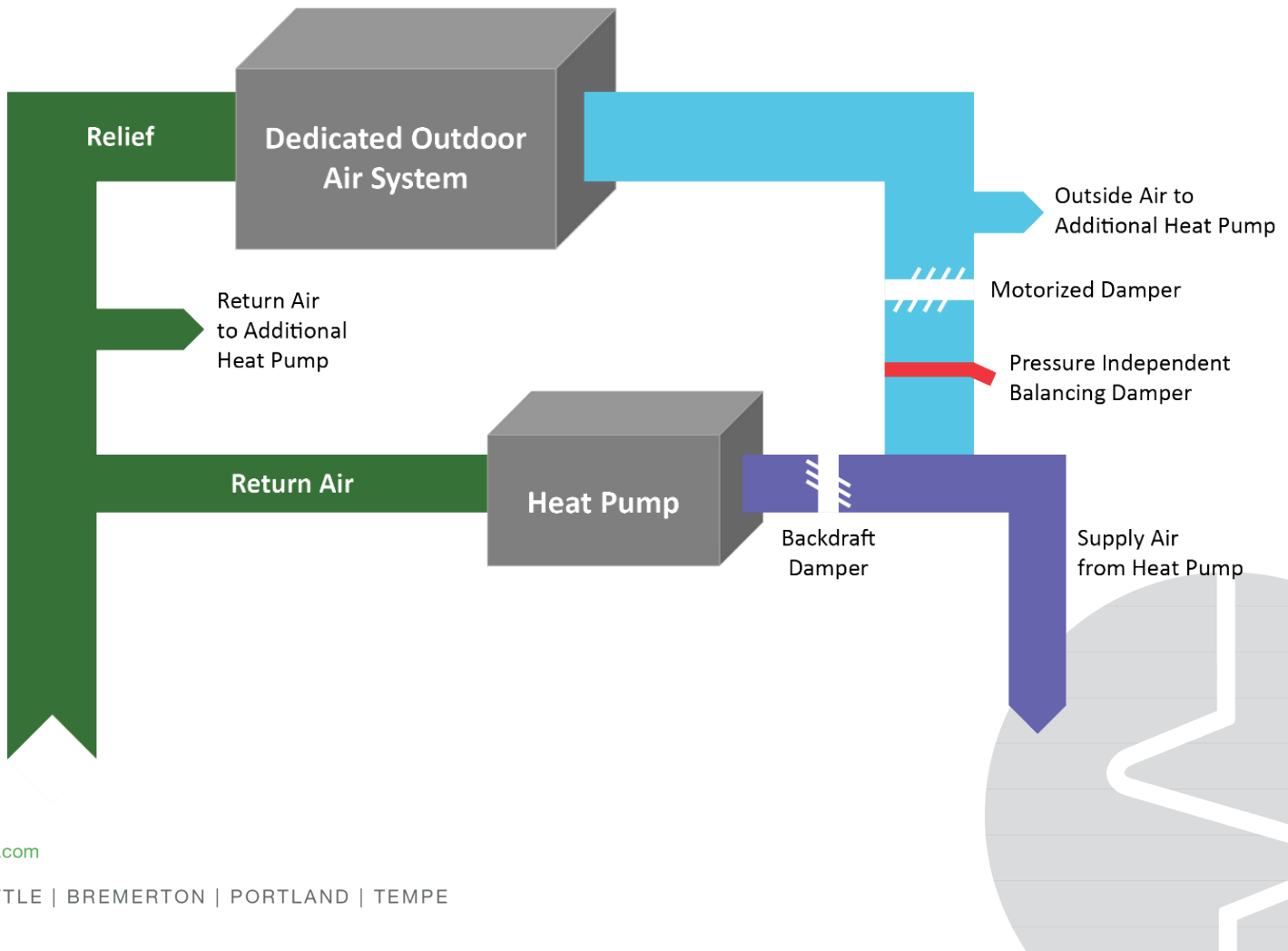


EXHIBIT D

SEATTLE PUBLIC SCHOOLS MAJOR PROJECT LIST IN LAST 8 YEARS

Including ALL GC/CM Projects

Project Name	Scale / Description	Delivery Method	Completion	Project Cost
MAJOR CAPITAL PROJECTS				
Rainier Beach High School	New Building	GC/CM	25 (in Design)	\$238.2 M
Mercer Middle School	New Building	GC/CM	25 (in Design)	\$152.5 M
Van Asselt School	Modernization & Addition	GC/CM	25 (in Design)	\$44.2 M
Northgate Elementary School	New Building	GC/CM	23 (in Const)	\$90.1 M
Viewlands Elementary School	New Building	DBB	23 (in Const)	\$88 M
Kimball Elementary School	New Building	DBB	23 (in Const)	\$84.5 M
Lincoln High School Phase II	Modernization	GC/CM	23 (in Const)	\$30.1 M
Webster School	Modernization & Addition	GC/CM	2020	\$39.1 M
Lincoln High School	Modernization	GC/CM	2019	\$101 M
Loyal Heights Elementary	Modernization & Addition	GC/CM	2018	\$37.3 M
Cascadia Elementary and Robert Eaglestaff Middle School	Two New Schools	GC/CM	2017	\$118.2 M
Olympic Hills Elementary	New Building	GC/CM	2017	\$45.2 M
Denny Middle School/ Chief Sealth High School - Projects 1 & 2	Sealth HS 230,000 SF Modernization / Denny MS - New Building	GC/CM	2010/2011	\$149 M
Denny Middle School/ Chief Sealth High School - Project 3	Community / Sealth Athletic Fields	GC/CM	2011	\$5.9 M
Hamilton Middle School	Complete Renovation	D-B-B	2010	\$72.2 M
Ingraham High School	New Building Addition	D-B-B	2012	\$25.8 M
Nathan Hale High School Project 1	Modernization + New Library Addition	D-B-B	2009	\$14 M
Nathan Hale High School Project 2	Major Modernization	GC/CM	2011	\$72.8 M
South shore School - New K-8	New 130,000 SF Building	D-B-B	2009	\$64.7 M
South Lake	New Building	D-B-B	2008	\$14.4 M
Garfield High School	Complete Renovation	GC/CM	2008	\$87.5 M
Cleveland High School	Complete Renovation	GC/CM	2007	\$67 M
Roosevelt High School	Complete Renovation	GC/CM	2006	\$84.5 M
Nathan Hale High School Auditorium	New Addition	GC/CM	2004	\$10 M

OTHER CAPITAL PROJECTS

Buildings	Roof Replacements	BTA II 2005-2012 BTA III 2010-2016 BTA IV 2016-2022	\$200 M
	Exterior Renovations		
	Mechanical / Air Quality		
	Life Safety / ADA		
	Interior Finishes/ Flooring		
Technology	Technology, computers, networks	BTA II 2005-2012 BTA III 2010-2016 BTA IV 2016-2022	\$ 141 M
Academics	Literacy, Arts, Science Facilities	BTA II 2005-2012 BTA III 2010-2012 BTA IV 2016-2022	\$102 M
	High School Modernization		
	Athletics Improvements		