

City of Redmond



Agenda

Tuesday, April 6, 2021

4:30 PM

Remote Viewing: Redmond.gov/rctlive, Facebook (@CityofRedmond),
Comcast Channel 21, Ziply Channel 34, or listen at 510-335-7371

Committee of the Whole - Parks and Human Services

Committee Members

Jessica Forsythe, Presiding Officer

Jeralae Anderson

David Carson

Steve Fields

Varisha Khan

Vanessa Kritzer

Tanika Kumar Padhye

AGENDA

1. Hopelink Community Impact and COVID-19 Response Report [CM 21-102](#)
[Attachment A: Hopelink Presentation](#)
(Requested by: Planning and Community Development) - 15 mins
2. Approval of Contract with Absher Construction Company [CM 21-100](#)
(Absher), in the Amount of \$396,966 for General
Contractor/Construction Manager (GC/CM) Preconstruction
Services for the Redmond Senior and Community Center
[Attachment A: GC/CM Preconstruction Services Agreement](#)
(Requested by: Public Works and Parks and Recreation) - 5 mins
3. Westside Park Renovation Bids [CM 21-111](#)
(Requested by: Parks and Recreation) - 5 mins
4. Redmond Senior and Community Center Update [CM 21-116](#)
[Attachment A: Project Status Update Memo](#)
(Requested by: Parks and Recreation) - 10 mins
5. Redmond Senior & Community Center Partnership Process [CM 21-118](#)
[Attachment A: Summary Memo](#)
(Requested by: Parks and Recreation) - 15 mins



Memorandum

Date: 4/6/2021

Meeting of: Committee of the Whole - Parks and Human Services

File No. CM 21-102

Type: Committee Memo

TO: Committee of the Whole - Parks and Human Services

FROM: Mayor Angela Birney

DEPARTMENT DIRECTOR CONTACT(S):

Planning and Community Development	Carol Helland	425-556-2107
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DEPARTMENT STAFF:

Planning and Community Development	Brooke Buckingham	Human Services Manager
Planning and Community Development	Alaric Bien	Senior Human Services Planner

TITLE:

Hopelink Community Impact and COVID-19 Response Report

OVERVIEW STATEMENT:

Hopelink provides a network of critical social services through a number of different programs - including housing, transportation, family development, financial assistance, employment programs, adult education, financial literacy training and five food banks. The agency's service centers are located in Kirkland, Redmond, Bellevue, Shoreline and Carnation. As part of the Human Services Fund allocation, the City provides funding to Hopelink for the provision of food, financial assistance, housing, job support, and more. Executive Director Lauren Thomas and Vice President of Community Services Meghan Altimore, will be providing an overview of the impact of these programs, including information on shifts in community need and their service delivery model driven by COVID-19.

☒ **Additional Background Information/Description of Proposal Attached**

REQUESTED ACTION:

☒ **Receive Information**

☐ **Provide Direction**

☐ **Approve**

REQUEST RATIONALE:

- **Relevant Plans/Policies:**
Human Services Strategic Plan
- **Required:**
N/A
- **Council Request:**
N/A
- **Other Key Facts:**

<https://www.hopelink.org/about-us>

OUTCOMES:

Hopelink's programs help more than 63,000 people every year. The City contracts with Hopelink to ensure that residents have access to critical services they need. Hopelink's mission is to promote self-sufficiency for all members of our community and to help the people they serve make lasting change.

COMMUNITY/STAKEHOLDER OUTREACH AND INVOLVEMENT:

- **Timeline (previous or planned):**
N/A
- **Outreach Methods and Results:**
N/A
- **Feedback Summary:**
N/A

BUDGET IMPACT:

Total Cost:

The City's 2021 grants to Hopelink total \$246,347.

Approved in current biennial budget: ☒ Yes ☐ No ☐ N/A

Budget Offer Number:

000248

Budget Priority:

Vibrant and Connected

Other budget impacts or additional costs: ☐ Yes ☐ No ☒ N/A

If yes, explain:

N/A

Funding source(s):

General Fund

Budget/Funding Constraints:

N/A

☐ Additional budget details attached

COUNCIL REVIEW:

Previous Contact(s)

Date	Meeting	Requested Action
	Item has not been presented to Council	N/A

Proposed Upcoming Contact(s)

Date	Meeting	Requested Action
	None proposed at this time	N/A

Time Constraints:

N/A

ANTICIPATED RESULT IF NOT APPROVED:

N/A - this presentation is for information only.

ATTACHMENTS:

Attachment A: Hopelink's March 18th presentation to North and East King County Funders

Hopelink

COVID-19 Response

North & East King County Funders

March 18, 2021



hopelink

Our Programs

Hopelink's Vision

A community free of poverty.



**FOOD
ASSISTANCE**



**ENERGY
ASSISTANCE**



**FAMILY
DEVELOPMENT**



**FINANCIAL
CAPABILITIES**



**FINANCIAL
ASSISTANCE**



**EMPLOYMENT
SERVICES**



**TRANSPORTATION
SERVICES**



**ADULT
EDUCATION**



**HOUSING
SERVICES**

Hopelink's Mission Statement

Hopelink's mission is to promote self-sufficiency for all members of our community; we help people make lasting change.

February-March 2020

- Formed the Coronavirus Response Team
- Identified Priorities and used those to guide all decisions
 - Safety
 - Meet the need to the best of our ability
- Identified Trusted information sources
 - CDC
 - King County Public Health
 - State of Washington/Gov. Inslee



ATTENTION

Hopelink Staff, Volunteers and Guests:

Covid-19 Health Screening

By entering this Hopelink facility, I am certifying the following information:



My temperature is at or below **100.4 degrees**.

Please place your wrist in front of the thermometer next to this sign.

If your temperature is above 100.4 degrees, please **immediately exit the building** and contact your supervisor.



I am not aware that I have been exposed to anyone with a positive diagnosis of Covid-19 within the last **14 days**.



I am not exhibiting any symptoms of Covid-19 including:

- ✗ Cough
- ✗ Fever/Chills
- ✗ Sore throat
- ✗ Shortness of breath
- ✗ Recent loss of taste or smell



I will follow all established **health and safety guidelines** required by Hopelink and the State of Washington.



Thank you for your cooperation in keeping everyone at Hopelink healthy and safe!

hopelink
hopelink.org

Staff & Volunteers

It is natural to feel stress, anxiety, grief, and worry when dealing with uncertainty. Everyone reacts differently, and your own feelings will change over time. Notice and accept how you feel. Taking care of your emotional health will help you think clearly and respond to the urgent needs to protect yourself and your family.

Take the following steps to help you cope:

- **Take care of your body:** Try to eat healthy well-balanced meals, exercise regularly, and get plenty of sleep. Avoid alcohol, tobacco, and other drugs. Learn more about wellness strategies external icon for mental health.
- **Connect with others:** Share your concerns and how you are feeling with a friend or family member. Maintain healthy relationships and build a strong support system. This can be accomplished virtually, should it be necessary or preferred.
- **Take breaks:** Make time to unwind and remind yourself that strong feelings will fade. Remember to take deep breaths, and try to do activities you enjoy.
- **Stay informed:** When you feel that you are missing information, you may become more stressed or nervous. Watch, listen to, or read the news for updates from officials. Be aware that there may be rumors during a crisis, especially on social media. Always check your sources and turn to reliable sources of information like your local government authorities.
- **Avoid too much exposure to news:** Take breaks from watching, reading, or listening to news stories. It can be upsetting to hear about the crisis and see images repeatedly. Try to do enjoyable activities and return to normal life as much as possible and check for updates between breaks.
- **Seek help when needed:** If distress impacts activities of your daily life for several days or weeks, talk to a clergy member, counselor, or doctor.

Your Employee Assistance Program is also available to help. Call the number below to access services, or to speak with a counselor any time.

Adapted from Centers for Disease Control and Prevention, Taking Care of Your Emotional Health, retrieved on 2/19/2020 from <https://emergency.cdc.gov/coping/selfcare.asp>

hopelink PROGRAMS ARE UP AND RUNNING!

While our centers are temporarily closed to the public, Hopelink is still providing services! Here's how to get involved:



Food - Prepackaged boxes of food are available for pick-up at all five Hopelink centers. Visit hopelink.org/need-help/food for current food distribution hours.



Financial Capabilities - Connect with our Financial Coach for help with prioritizing bills and protecting your finances. Phone or video call appointments are available. Call **425.250.3003** or email FinancialCoaching@hopelink.org.



Family Development Program - Case managers are holding phone appointments. If you are interested in family case management, call **425.883.4755**.



Energy Assistance - Schedule an energy appointment by calling **425.658.2592** or at hopelink.org/need-help/energy. All appointments will be held over the phone.



Financial Assistance - Call your local center to request assistance. Appointments will be provided over the phone.



Adult Education - Classes are now being offered remotely, and we are accepting new students! For information about GED classes, email DMargolis@hopelink.org. For information about English for Work classes, email EnglishForWork@hopelink.org.



Housing - Hopelink housing units are filled using King County's Coordinated Entry for All system. Find your Regional Access Point at hopelink.org/need-help/housing.



Employment Program - We are actively enrolling new participants and providing remote job coaching services! Virtual workshops and resume review services are available for any job seeker impacted by COVID-19. Email HEP@hopelink.org or call **425.250.3030**.



Transportation - Non-Emergency Medical Transportation services are running normally. Go to hopelink.org/need-help/transportation/medicaid-transportation for more information. Mobility transportation resources are still available by phone or email. For trip planning, transportation availability updates, or help understanding how to get around, call **425.943.6760** or email Mobility@hopelink.org.

For more information go online to hopelink.org or call your local Hopelink Center:

Bellevue 425.943.7555 | Kirkland/Northshore 425.889.7880 | Redmond 425.869.6000 | Shoreline 206.440.7300 | Sno-Valley 425.333.4163

Community and Participants

hopelink 程序已启动并正在运行!

虽然我们的中心暂时不对公众开放,但是 Hopelink 仍在提供服务! 如何获取服务:

- 食物** - 五个 Hopelink 中心都准备了打包好的食物,以供取用。访问 hopelink.org/need-help/food, 了解目前的食物分发时间。
- 财务协助** - 与我们的财务教练联系,以获取账单优先级和财务保护方面的帮助。可以提供电话会议和视频通话服务。致电 425.250.3003 或发邮件至 FinancialCoaching@hopelink.org。
- 家庭发展计划** - 案例经理人员提供电话咨询服务。如果您对家庭发展管理感兴趣,请致电 425.883.4755。
- 能源援助** - 致电 425.658.2592 或访问 hopelink.org/need-help/energy 预约能源援助服务。我们将为您提供电话咨询服务。
- 财务援助** - 致电您的当地中心,申请援助。我们将为您提供电话咨询服务。
- 成人教育** - 正开展远程教学,我们目前向新学生开放了解有关 GED 课程的信息。请发邮件至 DMargolis@hopelink.org。如想了解有关“英语为职”课程的信息,请发邮件至 EnglishForWork@hopelink.org。
- 住房** - Hopelink 住房单元使用由 Coordinated Entry for All 系统。请访问 hopelink.org/need-help/housing 获取有关区域信息。
- 就业计划** - 我们正积极招募求职者,并提供远程工作指导服务! 我们为 COVID-19 疫情影响的求职者提供线上面试和面试辅导服务。发邮件至 HEP@hopelink.org 或致电 425.250.3030。
- 交通援助** - 非紧急医疗交通援助服务正常运行。了解更多信息,仍可以通过电话或电子邮件获取交通援助资源。有关出行安排,交通援助资源可用性的最新情况,或了解如何订,请致电 425.943.6760 或发邮件至 Mobility@hopelink.org。

想了解更多详情,请访问 hopelink.org 或致电您的当地 Hopelink 中心:
Bellevue 425.943.7555 | Kirkland/Northshore 425.889.7880 | Redmond 425.869.6000 | Shoreline 206.440.7300 | Sno-Valley 425.333.4163

hopelink LOS PROGRAMAS ESTÁN EN MARCHA!

Aunque nuestros centros están temporalmente cerrados al público Hopelink sigue prestando servicios! Aquí le mostramos cómo involucrarse:

- Alimentos** - Los cajas de alimentos están disponibles para recoger en los cinco centros Hopelink. Visite hopelink.org/need-help/food para las horas actuales de distribución de alimentos.
- Capacidades Financieras** - Conéctese con nuestro asesor financiero para obtener ayuda priorizando facturas y protegiendo sus finanzas. Clases por teléfono o video llamadas están disponibles. Llame al 425.250.3003 o envíe un correo electrónico a FinancialCoaching@hopelink.org.
- Programa de Desarrollo Familiar** - Los administradores de casos tienen otros telefonos. Si está interesado en el manejo de casos familiares, llame al 425.883.4755.
- Asistencia de Energía** - Programa una cita de energía llamada al 425.658.2592 o por línea en hopelink.org/need-help/energy. Todos los citas se realizarán por teléfono.
- Asistencia Financiera** - Llame a su centro local para solicitar asistencia. Las citas se proporcionarán por teléfono.
- Educación de Adultos** - Las clases ahora se ofrecen de forma remota, y estamos aceptando nuevos estudiantes! Para obtener información sobre las clases de GED, envíe un correo electrónico a DMargolis@hopelink.org. Para información sobre las clases de inglés para el trabajo, envíe un correo electrónico a EnglishForWork@hopelink.org.
- Alquileres** - Las unidades de vivienda de Hopelink se llenan utilizando el sistema de entrada coordinada del condado de King para todos. Encuentre su punto de acceso regional en hopelink.org/need-help/housing.
- Programa de Empleo** - Estamos buscando activamente nuevos participantes y brindando servicios de asesoría laboral remotamente. Hay talleres virtuales y servicios de revisión de currículum disponibles para cualquier solicitante de trabajo afectado por COVID-19. Envíe un correo electrónico HEP@hopelink.org o llame al 425.250.3030.
- Transporte** - Los servicios de transporte médico que no son de emergencia están operando normalmente. Vea a hopelink.org/need-help/transportation/medicaid-transportation para más información. Los recursos de transporte de movilidad aún están disponibles por teléfono o correo electrónico. Para planificación de viajes, actualizaciones de disponibilidad de transporte, o ayuda a entender cómo moverse, llame al 425.943.6760 o envíe un correo electrónico a Mobility@hopelink.org.

Para obtener más información, ingrese a hopelink.org o llame a su Centro Hopelink local:
Bellevue 425.943.7555 | Kirkland/Northshore 425.889.7880 | Redmond 425.869.6000 | Shoreline 206.440.7300 | Sno-Valley 425.333.4163

hopelink НАШИ ПРОГРАММЫ ПРОДОЛЖАЮТ РАБОТАТЬ!

Хотя наши центры сейчас закрыты для посещения, Hopelink продолжает предоставлять услуги! Услуги можно получить следующим образом:

- Питание** - Упакованные продукты питания можно забрать во всех пяти центрах Hopelink. Часы выдачи можно узнать на сайте hopelink.org/need-help/food.
- Финансовые консультации** - Наш финансовый инструктор поможет вам определить приоритеты для оплаты счетов и защитить ваши финансы. Можно запланировать телефонный звонок или видеоконференцию. Позвоните по телефону 425.250.3003 или напишите по электронной почте на адрес FinancialCoaching@hopelink.org.
- Программа развития семьи** - Наши менеджеры проводят беседы по телефону. Если вы хотите индивидуальную консультацию для вашей семьи, позвоните по телефону 425.883.4755.
- Помощь для оплаты счетов** - Запишитесь на прием для получения помощи можно по телефону 425.658.2592 или на сайте hopelink.org/need-help/energy. Прием проводится только по телефону.
- Финансовая помощь** - Позвоните в ваш региональный центр для получения помощи. Прием проводится по телефону.
- Обучение взрослых** - Занятия сейчас проводятся удаленно, и мы принимаем новых учащихся! Для получения информации о курсах GED напишите на адрес: DMargolis@hopelink.org. Для получения информации о курсах английского для работы напишите на адрес: EnglishForWork@hopelink.org.
- Жилье** - Жилье по программе Hopelink предоставляется через систему Coordinated Entry for All (CEA) округа Кинг. Адрес региональной точки приема смотрите (Regional Access Point) можно найти на сайте hopelink.org/need-help/housing.
- Программа трудоустройства** - Мы активно принимаем новых участников и предоставляем удаленные услуги помощи в поиске работы. Если вы работник, пострадавший от пандемии коронавируса COVID-19, получите виртуальные семинары и услуги помощи на сайтах наших регионов. Напишите на адрес: HEP@hopelink.org или позвоните по телефону 425.250.3030.
- Транспорт** - Услуги неэкстренной медицинской помощи предоставляются в обычном порядке. Подробности на сайте hopelink.org/need-help/transportation/medicaid-transportation и медицинский транспорт. Мобильные транспортные ресурсы по-прежнему доступны по телефону и электронной почте. Для планирования поездок, получения справки или актуальной информации о доступных транспортных ресурсах позвоните по телефону 425.943.6760 или напишите по электронной почте на адрес: Mobility@hopelink.org.

Узнайте подробней информацию посетите сайт hopelink.org или позвоните в ближайший центр Hopelink:
425.943.7555 | Kirkland/Northshore 425.889.7880 | Redmond 425.869.6000 | Shoreline 206.440.7300 | Sno-Valley 425.333.4163

In 2020, Hopelink served 49,660 unduplicated individuals *

* In order to provide food assistance to large numbers of individuals safely, we stopped collecting data on Food recipients in March of 2020.



Food Assistance

2,931,180 meals (equivalent) distributed.

291,680 pounds of fresh produce provided.

5.5 million pounds of food.

Began providing food boxes (non-perishable, fresh and frozen products) in early March





Mobile Market client quote:

"I lost my aviation-related job in the summer. It's been a struggle to keep up with my mortgage payments and keep my two children fed. I saw the Hopelink Mobile Market sign and decided to check it out five months ago and have been so thankful for the variety of healthy, fresh foods I have received since."



Energy Assistance

\$3,762,560 in energy assistance distributed.

9,284 clients received assistance.



Financial Assistance

\$1,469,746 in financial assistance provided
(includes eviction prevention).

3,098 clients received assistance.



COVID-related Job Loss

Fred and Arlene

Fred and Arlene were both laid off in early 2020 as employers reduced staffing due to the pandemic. It took Fred months to find a new job. Arlene found a new job more quickly, but her hours were unstable and then she found herself laid off yet again. Fred eventually found a new job, and the two began paying down the rent and debts accumulated from months of combined unemployment and underemployment. Then Arlene was laid off a third time from another job she had found. They came to Hopelink for help. With help from Hopelink's Financial Resiliency Program, their total rental debt was reduced to a level they were confident was manageable.



Jim

COVID-19 drove Jim into homelessness. His hours were cut due to the pandemic. He couldn't pay his rent and began living out of his car. He got a job at a warehouse, working as many hours as they'd give him, and managed to save enough while living in his car to pay first and last month's rent and a deposit to move into a new apartment. Hopelink paid his rent for a month, enabling him to rebuild his savings. Jim then qualified for energy assistance through Hopelink, providing even more breathing room. Jim is now working with Hopelink's Employment Program to improve his resume and find a better job.



Housing Services

395 individuals (113 families) were served.

91 percent of families that exited Hopelink housing, achieved greater housing stability.



Family Development

352 clients (105 families) received Family Development services.

98% of households exited with stable housing



Employment Services

196 clients served through employment programs.

\$18.39 is the average hourly wage of those exiting the program employed.

Provided Resume review service to dislocated workers during the beginning of the pandemic to prepare job seekers for when jobs began to return.



Adult Education

212 students enrolled in English for Work or the GED program.

Converted to fully remote classes in April 2020



Financial Capabilities

163 clients received consulting or financial coaching.

17 workshops provided.



Transportation

DART Transit

26 bus routes

1,158,058 miles traveled

428,876 rides

Mobility Management

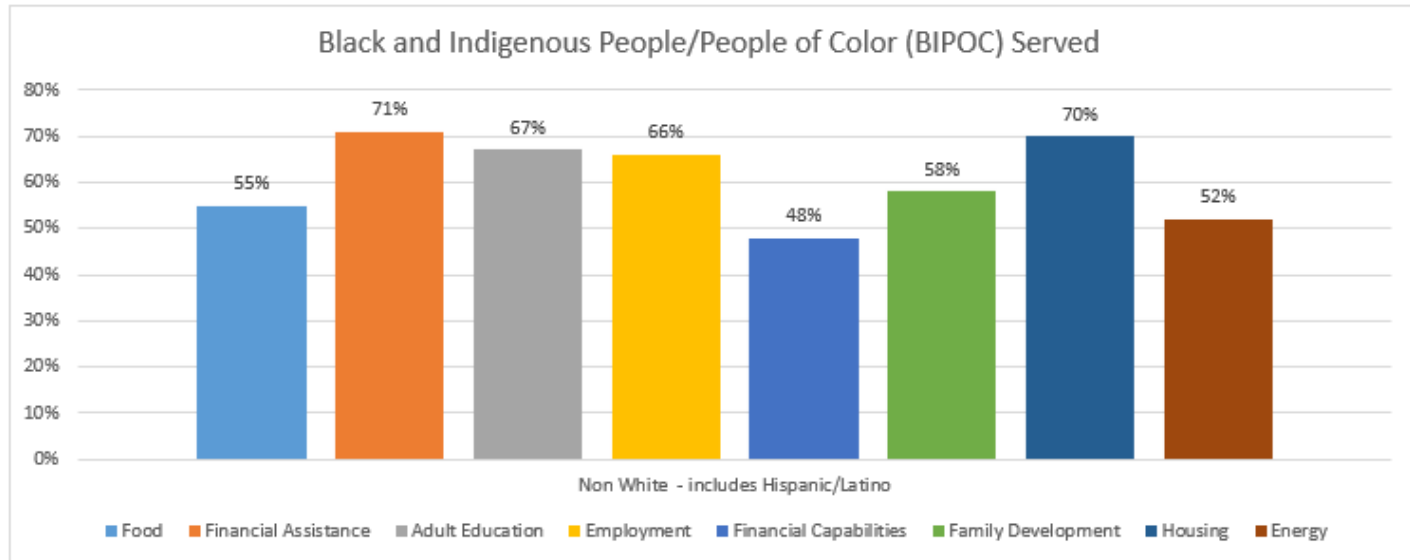
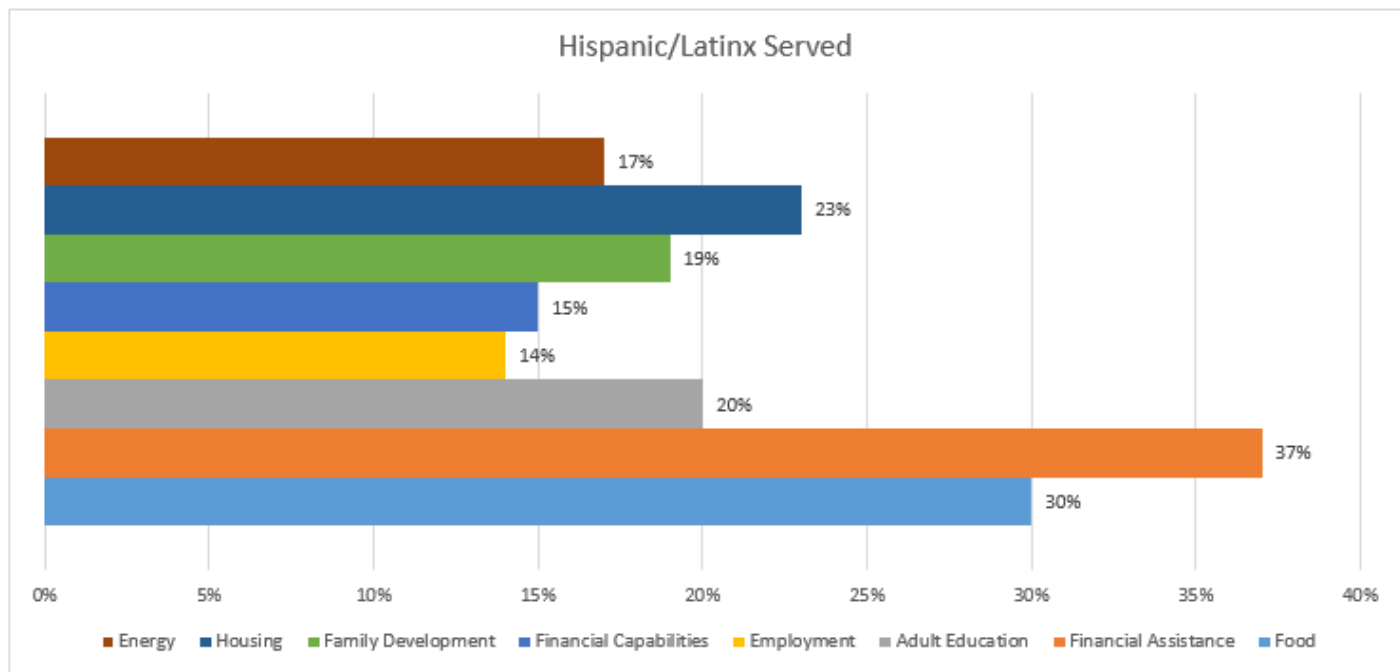
993 Travel Program participants



Non-Emergency Medical Transportation

31,924 Medicaid recipients received

816,880 rides to and from medical appointments



Race with Ethnicity

	All Food Programs	All FinAsst	All Adult Ed	GED	EFW	All Employment	FinCap	FDP	All Housing	Shelter	TrnHsg	PerHsg	ENERGY
American Indian or Alaska Native	1%	<1%	0%	2%	0%	1%	3%	1%	1%	1%	3%	0%	1%
Asian	10%	8%	36%	12%	45%	21%	9%	7%	1%	2%	1%	0%	14%
Black or African American	9%	18%	9%	14%	7%	24%	18%	18%	35%	35%	49%	27%	15%
Hispanic/Latino	30%	37%	20%	33%	15%	14%	15%	19%	23%	23%	23%	24%	17%
Native Hawaiian/Pacific Islander	1%	2%	0%	0%	0%	1%	3%	3%	1%	1%	1%	0%	1%
White	42%	27%	31%	28%	32%	34%	52%	39%	29%	31%	12%	39%	44%
Multi-Racial	4%	5%	2%	9%	0%	5%	0%	10%	9%	8%	10%	9%	4%
Unknown/refused	4%	4%	1%	2%	1%	1%	0%	2%	1%	0%	2%	0%	4%



Thank you

to all of the North and East King
County funders for your trust in
Hopelink for CARES funds, Human
Services funds and for seeking our
partnership to serve the community.



Memorandum

Date: 4/6/2021

Meeting of: Committee of the Whole - Parks and Human Services

File No. CM 21-100

Type: Committee Memo

TO: Committee of the Whole - Parks and Human Services

FROM: Mayor Angela Birney

DEPARTMENT DIRECTOR CONTACT(S):

Parks	Carrie Hite	425-556-2326
Public Works	Dave Juarez	425-556-2733

DEPARTMENT STAFF:

Parks	Loreen Hamilton	Deputy Director
Public Works	Eric Dawson	Senior Engineer

TITLE:

Approval of Contract with Absher Construction Company (Absher), in the Amount of \$396,966 for General Contractor/Construction Manager (GC/CM) Preconstruction Services for the Redmond Senior and Community Center

OVERVIEW STATEMENT:

On April 7, 2020, the City Council authorized the use of the GC/CM method to expedite construction of the Redmond Senior and Community Center Project. On October 22, 2020, the City Council directed staff to begin design on the Redmond Senior and Community Center (RSCC), using input previously received from seniors and stakeholders to guide the design. The City advertised a Request for Proposals for GC/CM services and received 6 proposals. Absher was selected based on an evaluation of their proposal and a partial bid on the RSCC. The partial bid included prices for preconstruction staff rates, overhead and profit, and City specified general conditions.

☐ **Additional Background Information/Description of Proposal Attached**

REQUESTED ACTION:

☐ **Receive Information**

☐ **Provide Direction**

☒ **Approve**

REQUEST RATIONALE:

- **Relevant Plans/Policies:**
 - Envision Redmond Senior Center Building Stakeholders Report March 2020
 - Redmond Community Strategic Plan
 - 2017 Community Priorities for the Future of Redmond's Community Centers Report
 - Redmond Comprehensive Plan

- Redmond Parks, Arts, Recreation, Culture, and Conservation (PARCC) Plan
- Redmond Facilities Strategic Management Plan
- 2017-2022 Redmond Capital Investment Program (CIP). Redmond Zoning Code 21.10.070B
- **Required:**
City Comprehensive Plan: FW-23, CC-12, PR-19, PR-35, PR-36, PR-37, PR-38, UC-19, UC-20, DT-12, and DT-15, Redmond Zoning Code-RZC 21.10.070B
- **Council Request:**
On October 22, 2020, Council provided direction to utilize the existing \$15,000,000 budget for Senior Center renovations to begin design of the new Senior and Community Center. In the 2021-2022 Adopted Budget Council reallocated approximately \$2 million from the programmed debt service, bringing the total to \$17 million (see explanation below).
- **Other Key Facts:**
N/A

OUTCOMES:

The desire to open a new Senior and Community Center within three years has been well documented by stakeholders, citizens, and City Council. The Council has directed staff to demolish the existing building, begin with the design process, include all stakeholder input from past efforts and to engage stakeholders, seniors, and community members as the design phase begins and progresses.

Absher's participation as the GC/CM will include assistance with cost estimating, scheduling, value engineering, design and constructability reviews, site logistics, and community outreach. Absher's proposal was evaluated highly because of their experience with GC/CM, extensive portfolio of community centers and senior centers, their robust women and minority subcontractor outreach program, and their competitive price proposal.

The preconstruction services contract will include Absher's services through the entire design phase, up to and including negotiations for the Maximum Allowable Construction Cost (MACC). Once the MACC is agreed upon, the City will finalize a contract to cover physical construction of the building and the site.

COMMUNITY/STAKEHOLDER OUTREACH AND INVOLVEMENT:

- **Timeline (previous or planned):**
 - 01/09/20-Stakeholder Conference Call
 - 01/15/2020-Public Meeting Facilitated by EnviroIssues and Patano
 - 01/16/2020-Lunch Briefing with Seniors
 - 01/23/2020-Public Meeting Facilitated by EnviroIssues and Patano
 - 02/06/2020-RYPAC-Senior Center Discussion
 - 02/10/2020-Community Centers Open House-Facilitated by Patano
 - 02/24/2020-Stakeholder Meeting #1-Facilitated by EnviroIssues
 - 03/05/2020-Stakeholder Meeting #2-Facilitated by EnviroIssues
 - 12/14/2020-Project update for stakeholder and "Meet and Greet" with architect team
 - 01/11/2021-Project Stakeholder Group Meeting #1
 - 01/25/2021-Project Stakeholder Group Meeting #2
 - 02/01/2021-Outreach to local businesses, nonprofits, partners, organizations, community members, BIPOC communities, etc. leading up to Public Meetings

02/17/2021-First online questionnaire launches (closes on 3/10/2021)
02/24/2021-Virtual Public Meeting #1 (Senior focused day time & general public evening)
03/01/2021-Outreach to local businesses, nonprofits, partners, organizations, community members, BIPOC communities, etc. leading up to Public Meetings
03/01/2021-Project Stakeholder Group Meeting #3
03/22/2021-Project Stakeholder Group Meeting #4
03/24/2021-Virtual Public Meeting #2 (Senior focused day time & general public evening)
03/24/2021-Second online questionnaire launches (closes on 4/3/2021)
04/26/2021-Project Stakeholder Group Meeting #5
05/24/2021-Project Stakeholder Group Meeting #6
06/21/2021-Project Stakeholder Group Meeting #7

-Parks & Trails Commission Briefing - 1st Thursday of each month
-Redmond Arts & Culture Commission Briefing - 2nd Thursday of each month
-Senior Advisory Committee Briefings - 3rd Thursday of each month

- **Outreach Methods and Results:**

Outreach Methods: public meetings, email, city newsletters, city website, online briefings with seniors, comment cards in the senior lunches, postcard mailers, social media posts, press releases, online surveys, results gathered by online surveys, paper surveys, monthly Encore updates to seniors, and comment cards.

- **Feedback Summary:**

Feedback included items such as build a larger facility than what exists today at the Senior Center, with the understanding that Redmond's existing recreation spaces are already underserving its senior population, as well as other demographic groups. Future growth is expected and needs to be addressed by considering future demand and trends that keep our community healthy, active, and connected across neighborhoods, ages, and cultures.

BUDGET IMPACT:

Total Cost:

\$396,966

Approved in current biennial budget:

☒ Yes

☐ No

☐ N/A

Budget Offer Number:

CIP

Budget Priority:

Infrastructure, Healthy and Sustainable, Vibrant and Connected

Other budget impacts or additional costs:

☒ Yes

☐ No

☐ N/A

If yes, explain:

The 2021-2026 CIP currently has \$17M budgeted for this project. This includes the reallocation of \$15M that was budgeted for the improvements of the previous building and an additional \$2M that was budgeted for a 2022 debt service payment that Council reallocated during the budget adoption process. An additional \$23M would be needed to accomplish the recommendation of the Recreation Stakeholders and the feedback from the public.

Funding source(s):

CIP \$17M, request direct appropriation from State Legislature \$5M, possible partnerships, and Councilmanic bonds. Models of community investment (solar panels) are also being discussed.

Budget/Funding Constraints:

In the 2021 CIP, there is currently \$17M set aside for design and construction of a new Redmond Senior and Community Center. Additionally, the City is seeking a \$5M state appropriation for this project. In addition to this, the City is exploring partnerships and private fund raising to assist with the budget.

☐ **Additional budget details attached**

COUNCIL REVIEW:

Previous Contact(s)

Date	Meeting	Requested Action
9/17/2019	Business Meeting	Receive Information
12/3/2019	Business Meeting	Receive Information
2/11/2020	Study Session	Receive Information
2/25/2020	Committee of the Whole - Finance, Administration, and Communications	Receive Information
3/3/2020	Committee of the Whole - Parks and Human Services	Receive Information
6/2/2020	Committee of the Whole - Parks and Human Services	Receive Information
6/23/2020	Study Session	Receive Information
7/7/2020	Committee of the Whole - Parks and Human Services	Receive Information
7/28/2020	Study Session	Receive Information
8/4/2020	Committee of the Whole - Parks and Human Services	Receive Information
8/11/2020	Committee of the Whole - Planning and Public Works	Provide Direction
9/1/2020	Committee of the Whole - Parks and Human Services	Provide Direction
9/15/2020	Business Meeting	Approve
10/22/2020	Special Meeting	Approve
12/1/2020	Committee of the Whole - Parks and Human Services	Receive Information
1/5/2021	Committee of the Whole - Parks and Human Services	Approve
1/19/2021	Business Meeting	Approve
2/2/2021	Committee of the Whole - Parks and Human Services	Receive Information
2/9/2021	Committee of the Whole - Planning and Public Works	Approve
2/16/2021	Business Meeting	Approve
3/2/2021	Committee of the Whole - Parks and Human Services	Receive Information
3/9/2021	Study Session	Receive Information

Proposed Upcoming Contact(s)

Date: 4/6/2021

Meeting of: Committee of the Whole - Parks and Human Services

File No. CM 21-100

Type: Committee Memo

Date	Meeting	Requested Action
04/20/2021	Business Meeting	Approve
04/20/2021	Business Meeting	Receive Information
05/04/2021	Committee of the Whole - Parks and Human Services	Receive Information
06/01/2021	Committee of the Whole - Parks and Human Services	Receive Information
06/22/2021	Study Session	Receive Information
07/06/2021	Committee of the Whole - Parks and Human Services	Receive Information
07/06/2021	Business Meeting	Provide Direction
07/20/2021	Business Meeting	Approve
08/03/2021	Committee of the Whole - Parks and Human Services	Receive Information
09/07/2021	Committee of the Whole - Parks and Human Services	Receive Information
10/05/2021	Committee of the Whole - Parks and Human Services	Receive Information
11/02/2021	Committee of the Whole - Parks and Human Services	Receive Information
12/07/2021	Committee of the Whole - Parks and Human Services	Receive Information

Time Constraints:

Delay in approval of this GC/CM agreement will result in delay of the design and start of construction of the Senior and Community Center. The RSCC design is beginning with the conceptual design phase and input from the GC/CM is vital, especially as we prepare our first conceptual cost estimate.

ANTICIPATED RESULT IF NOT APPROVED:

Design of the Senior and Community Center would be delayed, and the goal of a 2023 opening would be jeopardized.

ATTACHMENTS:

Attachment A - GC/CM Preconstruction Services Agreement

CITY OF REDMOND, WASHINGTON
GC/CM PRECONSTRUCTION SERVICES CONTRACT
REDMOND SENIOR AND COMMUNITY CENTER BUILDING

THIS AGREEMENT, made and entered into this _____ day of _____, 2021, by and between the **City of Redmond**, hereinafter called City, and, **Absher Construction Company**, hereinafter called GC/CM.

This Contract shall be effective on the date of the last signature on the Approvals page of this Contract and shall be the agreed basis for the performance of and compensation for Preconstruction Services for the **Redmond Senior and Community Center Building** ("Project").

RECITALS

In consideration of the terms and conditions, the parties hereto agree as follows:

- A. City intends to design and construct the above named Project utilizing the services of a General Contractor/Construction Manager ("GC/CM").
- B. GC/CM has submitted the highest scoring proposal to provide GC/CM services, part of which includes preconstruction services.
- C. The following terms have the following defined meanings:
 - 1. "Drawings" means graphic depictions of the scope, extent, and character of the Project work prepared by the Architect.
 - 2. "Architect" for the Project is Opsis Architecture, LLP. The Architect will be working with the City, community groups, Owner Representative and GC/CM to develop the design and construction documents for the Project.
 - 3. "Owner Representative" for the Project is D. Becker Consulting, LLC. The Owner Representative is under separate contract with the City to work with the City, community groups, Architect, and GC/CM to develop the Project.
 - 4. "Specifications" means written requirements for materials, equipment, systems, standards and workmanship for the Project work, and certain administrative requirements and procedural matters applicable thereto.

AGREEMENT

1. Scope of Work

- a. GC/CM shall provide the Preconstruction Services as described in Exhibit 1 Preconstruction Scope of Work dated March 15, 2021 and in Exhibit 2 Preconstruction Services Work Plan dated _____, 2021, to this Contract. The GC/CM shall provide the Preconstruction Services in accordance with the agreed upon schedule to ensure that the objectives in the Scope of Work are met, and in a manner consistent with the professional skill and care ordinarily provided by similarly situated construction management professionals.
- b. Work under this Preconstruction Services Contract will be completed on or before December 31, 2022.

2. Compensation

- a. The City will compensate the GC/CM for services rendered on an hourly basis and for approved reimbursable expenses, up to and not to exceed an amount of **\$360,550**, (Three Hundred Sixty Thousand Five Hundred Fifty Dollars) excluding Washington State sales tax (the "Preconstruction Sum"), for satisfactorily performed Preconstruction Services authorized by this Contract. This Preconstruction Sum specifically includes all the GC/CM's direct and indirect costs arising out of or related to the performance of the Preconstruction Services authorized in this Contract.
 - 1) The GC/CM will only be compensated for the positions and at the rates included in the Preconstruction Services Work Plan, Exhibit 2.
 - 2) The hourly rates included in Exhibit 2 include all profit and overhead costs. Overhead costs will include all home office and field office costs including but not limited to corporate officers, administrative staff, supervision, supplies, materials, equipment, taxes, any travel and/or relocation costs, vehicles, office space, etc. Any names and rates for staff added after execution of this contract will be submitted to the City to approve prior to invoicing for the added staff.
 - 3) No additional markup will be included for work performed under this Preconstruction Services Contract.
- b. The GC/CM shall submit monthly invoices and will be paid monthly for satisfactorily completed work and services based on actual time and any authorized expenses agreed to in advance, up to the Preconstruction Sum set forth herein.
- c. The City will not compensate the GC/CM for any costs exceeding the Preconstruction Sum unless those costs are authorized in advance by agreement with the City and included in a Change Order to this Contract signed and executed by the City.

- d. The GC/CM will not be compensated for any remaining contract amount should its compensable hours and expenses total less than the Preconstruction Sum.

3. Change Orders

- a. The City may, at any time and without invalidating the Contract, request that the GC/CM perform additional services that are not included in the Preconstruction Scope of Work. The scope of work and compensation for such additional services shall be negotiated by the City and GC/CM and authorized in writing as a Change Order to this Contract, signed by both the City and GC/CM. The Change Order must be executed prior to performance of the additional work by the GC/CM. Unless otherwise provided for in a Change Order, such additional work shall be performed at the hourly rates included in Exhibit 2 "Preconstruction Work Plan" to this Contract.
- b. If the Parties agree by Change Order to this Contract for the GC/CM to add personnel not included in the Preconstruction Work Plan, their hourly rate shall be negotiated and added to the hourly rates included in Exhibit 2, "Preconstruction Work Plan" to this Contract.

4. Subcontract Plan

- a. At the conclusion of the Design Development phase of design, GC/CM shall prepare and submit a Subcontract Plan to the City for review and approval. The Subcontract Plan shall outline the subcontract packages with bid package estimates and a procurement schedule for each package; bidding instructions; standard Subcontract agreements; and appropriate Subcontractor insurance limits and types by subcontract bid package.
- b. The GC/CM shall make every effort possible to secure at least three bids for each subcontract and equipment package. If the GC/CM receives less than three bids, the City, at its discretion, may require that the GC/CM re-bid the package at no additional cost to the City or impact to the schedule. This applies to all subcontract, supply and equipment bid packages including the packages whereby the GC/CM decides to submit a bid.
- c. The Subcontract Plan will define how the GC/CM will meet the DBE goals as defined in the Request for Proposal. These goals will be included in the Construction Contract to be awarded after successful negotiation of the MACC.
- d. Early Subcontract Bidding and Selection: Consistent with a) RCW 39.10.370 (2), the GC/CM may bid major subcontract bid packages before the City and GC/CM reach an agreement on the Maximum Allowable Construction Cost (MACC).
 - 1) Early bidding and selection, if any, shall be conducted in accordance with the Subcontract Plan.

- 2) The direct cost for advertising and subcontract bid package reproduction and distribution for early Subcontract Bid Packages will be reimbursed as Negotiated Support Services only if the City and GC/CM execute a GC/CM Contract.
 - 3) The costs for bidding and awarding subcontracts will be included in Negotiated Support Services. Only to the extent that the GC/CM has included the costs of such subcontract bidding and selection in its Negotiated Support Services, and only if the City and GC/CM execute a GC/CM Contract, will the GC/CM be reimbursed for the costs of such subcontract bidding and selection. If the City and GC/CM fail to come to agreement on a MACC, the City will not reimburse the GC/CM for its costs for subcontract bidding and selection.
5. Maximum Allowable Construction Cost (MACC) Negotiations
 - a. When the Drawings and the Specifications are at least 90% complete, the City and the GC/CM will begin MACC negotiations, in compliance with RCW 39.10.370. Within 30 days from the City submitting 90% Drawings and Specifications to the GC/CM, the GC/CM will provide a MACC proposal to the City.
 - b. The City will not reimburse GC/CM for its costs to negotiate the MACC.
 - c. As the Drawings and Specifications may not be complete at the time the MACC is negotiated, GC/CM shall include in its MACC proposal costs related to further development of the Drawings and Specifications that are reasonably inferable therefrom, to provide a complete and operating facility, provided, however, that such further development does not include changes in scope, systems, quality of materials which, if required, shall be incorporated by Change Order to the GC/CM Contract to be executed between the City and GC/CM.
6. Inability to Negotiate Acceptable MACC
 - a. This Contract is for Preconstruction Services. The City intends to either negotiate a separate contract for construction of the facility that will include the negotiated MACC or amend this Contract that will include the negotiated MACC. Upon entering into this Contract, City and GC/CM recognize the possibility that they may not be able to successfully negotiate the MACC.
 - b. In the event City and GC/CM do not successfully negotiate a MACC, this Contract will be terminated and GC/CM will be paid in accordance with the amount specified in Paragraph 2 of this Contract, up to the Preconstruction Sum, for satisfactorily performed Preconstruction Services to the date of termination. The GC/CM will not be entitled to any other compensation, damages, loss of profits or payment of any other kind.
7. Retainage
 - a. The City will not withhold retainage on the Work of these Preconstruction Services.

8. Payment and Performance Bonds

- a. A Payment Bond and Performance Bond are not required for the work of these Preconstruction Services.

9. Audits and Inspections.

- a. At any time during normal business hours and as often as the City may deem necessary, the GC/CM shall make available to the City for the City's examination all of the GC/CM's records and documents with respect to all matters covered by this Agreement and, furthermore, the GC/CM will permit the City to audit, examine and make copies, excerpts or transcripts from such records, and to make audits of all contracts, invoices, materials, payrolls, records of personnel, conditions of employment and other data relating to all matters covered by this Agreement.

10. City of Redmond Business License

- a. The GC/CM agrees to obtain a City of Redmond business license prior to performing any work pursuant to this Agreement.

11. Compliance with Federal, State and Local Laws

- a. GC/CM shall comply with and obey all federal, state, and local laws, regulations, and ordinances applicable to the operation of its business and to its performance of work hereunder.

12. Compliance with the Washington State Public Records Act

- a. GC/CM acknowledges that the City is subject to the Public Records Act, chapter 42.56 RCW (the "Act"). All records owned, used or retained by the City are public records subject to disclosure unless exempt under the Act, whether or not such records are in the possession or control of the City or GC/CM. GC/CM shall cooperate with the City so that the City may comply with all of its obligations under the Act.
- b. Within ten (10) days after receipt of notice from the City, GC/CM shall deliver to the City copies of all records relating to this Agreement or relating to the Work that the City determines qualify as the City's public records under the Act. In addition to its other indemnification and defense obligations under this Agreement, GC/CM shall indemnify and defend the City from and against any and all losses, penalties, fines, claims, demands, expenses (including, but not limited to, attorney's fees and litigation expenses), suits, judgments, or damage arising from or relating to any failure of GC/CM to comply with this Section 12.

13. GC/CM Staffing

- a. GC/CM agrees to provide all professional personnel necessary to perform the required Preconstruction Services including the individuals named in Table 1 Key Personnel, below who were named in the GC/CM's proposal submitted in

response to the City's Request for Proposals for GC/CM Services for the Project. Except in the event of the death of the employee or their termination of employment with the GC/CM, these Key Personnel shall remain assigned to the Project and shall be performing the work for the duration of the Project unless otherwise agreed to in writing by the City.

- b. Key Personnel (to be included in the executed contract based on individuals identified in selected GC/CM's proposal)

Position Title	Name of Individual
Corporate Executive/Sponsor	Doug Orth
Project Manager	Blaine Wolfe / Cory Patton
Project Superintendent	Dennis Smith
Scheduler	Dan McCooey
Cost Estimator	Adam Buckley

Table 1 – Key Personnel

- c. The GC/CM was awarded this Contract due in part to the qualifications of Key Personnel included in the GC/CM's submittal of qualifications under the requirements of RCW 39.10.360. GC/CM's failure to use such Key Personnel after award of the Contract shall constitute a material breach of Contract entitling the City at its option to any and all remedies, including but not limited to revocation of the Contract Award, refusal to authorize Notice to Proceed, suspension of Work for such time period as is necessary for GC/CM to comply with the Contract by mobilizing the specific individuals, and/or termination of the Contract for default, pursuant to Section 19.b. If City elects to continue the Work with GC/CM's replacement of a person listed as Key Personnel, in addition to all other remedies available to City, the GC/CM agrees to pay a liquidated damage amount as defined in Table 2. GC/CM acknowledges these amounts are not a penalty and they instead constitute a reasonable estimate of damages to the City associated with the replacement of the Key Personnel on which the City relied for the award of this Contract

Position Title	Liquidated Damage Amount
Corporate Executive/Sponsor	\$2,500.00
Project Manager	\$7,500.00
Project Superintendent	\$7,500.00

Table 2 – LD Amount

- d. The GC/CM will remove from the Project any personnel assigned to the Project if, after the matter has been thoroughly considered by the City, the City considers such removal necessary and in the best interest of the Project. The City will notify the GC/CM in writing and allow a reasonable period of time for the transition to substitute personnel. The substitute personnel must demonstrate their qualifications as indicated in the Request for Proposals (RFP) for their respective

role(s), and experience as requires to successfully perform such duties. The City shall have the right to determine in their sole discretion whether the substitute personnel are qualified to work on the Project.

14. No Waiver or Release of Claim by the City

- a. No payment, whether monthly or final, to the GC/CM for any Project work shall constitute a waiver or release by the City of any claims, rights, or remedies it may have against the GC/CM under this Contract or by law, nor shall such payment constitute a waiver, remission, or discharge by the City of any failure or fault of the GC/CM to satisfactorily perform the Project work as required under this Contract. Failure by City to require or enforce any provision of this Contract shall not constitute a waiver or release by City of any rights or remedies, or to require contractual performance by GC/CM. GC/CM agrees to perform all services under this contract in accordance with all applicable federal, state, and local laws and regulations.

15. Assignment and Conveyance

- a. The GC/CM, and its heirs, executors, administrators, successors, and assigns, do hereby agree to the full performance of all the provisions contained herein. The GC/CM shall not assign or convey its interests or obligations under this Contract without the express written consent of the City which may be withheld at City's sole discretion.

16. Jurisdiction, Venue and Severability

- a. This contract shall be governed by the laws of the State of Washington, excepting conflict of law principles, and federal law. Venue for any dispute arising out of this contract or its interpretation or construction shall be in the Superior Court of the State of Washington for King County. In the event that any provision or clause of this contract conflicts with applicable law, such conflict shall not affect other provisions of this contract which may be given effect without the conflicting provision, and any provision or clause of this contract which is determined to conflict with applicable law or unenforceable by a court of competent jurisdiction shall be severable from the remainder of this contract.

17. Invoices

- a. Invoices for payment shall reference project name and project number, and be emailed to Eric Dawson at ecdawson@redmond.gov and/or mailed to Eric Dawson at:

City of Redmond
Eric Dawson, MS 1NPW
PO Box 97010
Redmond, WA 98073-9710

In person or courier submittals shall be delivered to Redmond City Hall Customer Service Desk, 15670 NE 85th Street, Redmond, WA 98052.

18. Claims and Disputes

- a. Any claim for additional time and/or payment for work performed under this Contract shall be submitted by GC/CM to City in writing within 7 days of the event giving rise to the claim. Failure by GC/CM to submit a timely written claim shall result in a full waiver of said claim.
- b. The parties shall first attempt to resolve any disputes or misunderstandings that arise under this Contract concerning the GC/CM's performance and any properly submitted claims for additional time and/or payment by GC/CM through amicable negotiations, if possible, between the GC/CM's Project Manager and the City's Project Manager. If such parties do not agree upon a decision within a reasonable amount of time, the parties should elevate the discussion to their respective senior managers. If negotiations fail to resolve the issue, either party can request mediation. Should mediation fail to resolve the issue the parties may pursue litigation.

19. Termination:

a. Termination for Convenience

- 1) The City may terminate this Contract, in whole or in part, in writing, for its convenience.
- 2) If the City terminates for convenience, the City will pay the direct costs for Preconstruction Services satisfactorily performed to the date of termination in accordance with Paragraph 2 of this Contract, up to the Preconstruction Sum. No other termination expenses or compensation shall be owed to GC/CM, including lost profit on unperformed work.

b. Termination for Default

- 1) The City may terminate this Contract, in whole or in part, in writing if the GC/CM substantially fails to fulfill any or all of its obligations under this Contract through no fault of the City; provided, that, insofar as practicable, the GC/CM will be given: (1) not less than 7 calendar days written notice delivered by certified mail, return receipt requested, of intent to terminate and the contractual basis thereof; and, (2) an opportunity for consultation with the City before termination. An opportunity for consultation shall not mean the GC/CM can prohibit the City's termination of the Contract.
- 2) If the City terminates for default on the part of the GC/CM, the City shall determine the amount of work satisfactorily completed to the date of termination and the amount owing to the GC/CM; provided, that (1) no amount shall be allowed for anticipated profit on unperformed services or other work; (2) any payment due to

the GC/CM at the time of termination may be adjusted to the extent of any additional costs the City incurs because of the GC/CM's default; and (3) total payment to the GC/CM shall not exceed the Preconstruction Sum. This provision shall not preclude the City from filing claims and/or commencing litigation to secure compensation for damages incurred beyond that covered by any withheld payments.

- c. Upon receipt of a termination notice under Paragraphs a or b above, the GC/CM shall (1) promptly discontinue all services affected (unless the notice directs otherwise), and (2) promptly deliver or otherwise make available to the City all data, drawings, specifications, calculations, reports, budgets, quotes, takeoffs, schedules, estimates, summaries, such other information and materials as the GC/CM, subcontractors, or sub-consultants may have acquired, developed or accumulated in performing this Contract, whether completed or in progress. This duty to turnover possession of the specified materials and documentation is specifically enforceable.
- d. Upon termination under any Paragraph above, the City may take over the work and prosecute the same to completion by agreement with another party or otherwise.
- e. If any termination for default shall be determined by a court or arbitrator to be wrongful, both parties agree that it shall be deemed a termination for convenience under Section 19.a, above.

20. Independent GC/CM

- a. In performing work and services hereunder, the GC/CM and its subcontractors, sub-consultants, employees, agents, and representatives shall be acting as independent contractors, and shall not be deemed or construed to be employees or agents of the City in any manner whatsoever.
- b. The GC/CM shall not hold itself out as, nor claim to be, an officer or employee of the City by reason hereof and will not make any claim, demand, or application to or for any right or privilege applicable to an officer or employee of the City.
- c. The GC/CM shall be solely responsible for any claims for wages or compensation by GC/CM employees, agents, and representatives, including subcontractors and sub-consultants, and save and hold the City harmless therefrom.

21. Indemnification

- a. To the maximum extent permitted by law or the provisions of this section, the GC/CM agrees to release, indemnify, defend, and save harmless the City, its successors and assigns, and its and their shareholders, officers, officials, directors, employees, and consultants (collectively "the Indemnified Parties") from and against any liability including any and all suits, claims, actions, losses, costs (including without limitation attorneys' fees), penalties, response costs, and damages of whatsoever kind or nature to the extent arising out of, in connection with, or incident to the GC/CM's performance of this Contract or the Work (all such

suits, claims, actions, losses, costs, penalties, response costs, and damages collectively, "Claims"). The GC/CM's obligations under this Section 21 shall not apply to Claims caused by the sole negligence of the City. In the event of liability for damages arising out of bodily injury to persons or damages to property caused by or resulting from the concurrent negligence of the GC/CM and the City, its officers, officials, employees, volunteers and consultants, the GC/CM's liability, including the duty and cost to defend, hereunder shall be only to the extent of the GC/CM's negligence. **FOR THE PURPOSE OF THIS SECTION 21 AND THE RIGHTS PROVIDED HEREIN, GC/CM SPECIFICALLY WAIVES ITS IMMUNITY UNDER INDUSTRIAL INSURANCE, TITLE 51 RCW.** This waiver has been mutually negotiated by the parties. The provisions of this section shall survive the expiration or termination of this Agreement.

22. Entire Agreement

- a. This Contract constitutes the entire understanding between the GC/CM and the City relative to the matters identified herein. A Notice to Proceed with Preconstruction Services will be issued after execution of this Contract. The term of the Contract shall be from the effective date of this Contract through the completion of Preconstruction Services as agreed to by the City, unless terminated earlier in accordance with Section 19.

23. Notices

- a. Notices required in this Contract shall be in writing and either hand delivered during normal business hours, or mailed with postage prepaid, to the addresses below. While hard copies with wet signatures are required, emailed copies can be transmitted in advance of the signed copy are sent to the recipient. In person or courier submittals shall be delivered to Redmond City Hall Customer Service Desk, 15670 NE 85th Street, Redmond, WA 98052.

City of Redmond
Eric Dawson, MS 1NPW
PO Box 97010
Redmond, WA 98073-9710

ecdawson@redmond.gov

Absher Construction Company
Jeff Richards
1001 Shaw Road
Puyallup, WA 98372

jeff.richards@AbsherCo.com

EXHIBITS: The following documents, whether attached hereto or not, are hereby incorporated by reference and made a part of this Contract, as if set forth herein in full:

Exhibit 1: Preconstruction Scope of Work dated March 15, 2021

Exhibit 2: Preconstruction Work Plan dated March 15, 2021

Exhibit 3: Insurance Requirements dated March 15, 2021

APPROVALS

IN WITNESS WHEREOF the parties hereto have caused this Agreement to be executed effective on the date of last signature below.

GC/CM

CITY OF REDMOND, Washington

Signature

Mayor

Printed

Date

Title

Date

Federal Tax ID No.

GC/CM / Contractor's Registration No.

Attested:

Approved as to form:

CITY CLERK

CITY ATTORNEY

Date

Date

Exhibit 1

City of Redmond, WA GC/CM Preconstruction Contract

Scope of Work

Redmond Senior and Community Center Project

Preconstruction Scope of Work

Task 1 Project Kick-off / Concept Phase Task Expanded Description

- 1.1 **Prepare Preconstruction Work Plan:** Preparation of a preconstruction work plan for review and approval by the Owner or their representative.
- 1.2 **Project Kickoff Meeting:** The purpose of this meeting will be to review the goals and objectives of the project, discuss the project approach, milestones and deliverables. On-line weekly coordination meetings will be held with the client team and the core design team members.
- 1.3 **Team Orientation Workshop / Partnering Session:** Participate in a facilitated Team Orientation Workshop / Partnering Session and possibly an SD Project Analysis Workshop. The workshop(s) or sessions are intended to promote a team environment through facilitated team building strategies and to develop specific strategies and plans with all major contracting parties.
- 1.4 **Owner/Design Team Meetings:** Attend Owner/Design Team Meetings
- 1.5 **Existing Conditions Assessment:** Review record drawings and investigate existing conditions. Recommend investigations to verify existing conditions and systems.
- 1.6 **Site Visit(s):** Visit site to verify existing conditions and systems.
- 1.7 **Equity Inclusion Planning:** As a project develops so do opportunities, as project specific community outreach evolves so does the pool of project participants. As these efforts mature the equity inclusion plan will be updated to ensure we are capitalizing on opportunity.
- 1.8 **Prepare Cost Estimate Task:** Estimating effort based on gross project areas utilizing summary level CSI line items in addition to definable bid-scopes. The estimate will be complete to include project contingencies, applicable overhead mark ups such as builder's risk insurance, liability insurance, city and state business & occupation tax and general contractor fee.
- 1.9 **Prepare Estimate A+C's Documentation:** This document will outline the assumptions made in the assembly of the current cost estimate.
- 1.10 **Prepare Work Breakdown Structure (for estimating and/or scheduling purposes):** Develop a work breakdown structure (WBS) with the Owner and Architect to be used in estimating, scheduling or both.
- 1.11 **Conduct/Participate in Value Engineering Study:** Conduct a formal or informal value engineering study with project stakeholders or keep the process internal to our estimating efforts.
- 1.12 **VE Tracking:** Create Value Engineering Tracking System
- 1.13 **Project Schedule:** Develop & maintain a preliminary project schedule. Summary level schedule focused on significant features of work, systems and collated scopes of work defining an initial construction path. Project development information during the preconstruction phase such as document development, estimate deliverables, permit submission and other critical elements necessary to meet the intended start of construction will be scheduled.

- 1.14 **Constructability Review:** Establish a Bluebeam constructability session for the entire project team, establish time frames, provide process guidance, collate comments into a tabular report for review and resolution tracking.
- 1.15 **Site Logistics Study:** Provide a site utilization plan establishing a secure site boundary, access and egress points, material storage and handling, refuse and recycle location, temporary facility locations, hoisting, truck routing, parking, office locations and similar. Identify potential constraints and provide resolutions. Identify adjacent impacts, required easements and temporary uses.
- 1.16 **Risk Management Planning:** Participate in the development and maintenance of the risk management plan.
- 1.17 **Quality Control / Quality Management Planning:** Continued development and maintenance of a quality control & quality management plan for all preconstruction activities. The quality control and quality management plan for construction during the preconstruction period will be develop in response to document development.
- 1.18 **Develop BIM Project Execution Plan:** This report assembles the outcomes this phase of the development work produced in a cohesive electronic document available to all project stakeholders.
- 1.19 **Preconstruction Concept Phase Report:** This report assembles the outcomes this phase of the development work produced in a cohesive electronic document available to all project stakeholders.
- 1.20 **Monthly Progress Report:** The preparation and submission of a monthly progress report for services performed during the preconstruction period.

Task 2 Schematic Design Phase Task Expanded Description

- 2.1 **Owner/Design Team Meetings:** Attend Owner/Design Team Meetings
- 2.2 **Community Outreach and Engagement:** Planning, implementation, execution and monitoring a community outreach and engagement plan focused on developing SBE, DBE, MBE, WBE & MWBE contracting opportunities.
- 2.3 **Equity Inclusion Planning:** Planning, implementation, execution and monitoring equity inclusion focused on SBE, DBE, MBE, WBE & MWBE contracting opportunities.
- 2.4 **Equity Reporting:** Create contracting opportunity log based on a specific project detailed by scopes of work required to complete a project. Early planning and monitoring to ensure the project maximizes SBE, DBE, MBE, WBE & MWBE participation.
- 2.5 **SBE, DBE, MBE, WBE & MWBE Subcontractor Outreach:** Work with local incubators, service providers, professional associations, government, and private industry to connect with SBE, DBE, MBE, WBE & MWBE trade partners who perform work in our community. We will ensure these identified trade partners are included in all Absher bid solicitations to ensure we are providing equitable access and opportunities to our work.
- 2.6 **Periodic Estimate Updates:** Provide various cost studies as a support function of project development.

- 2.7 **Prepare Cost Estimate:** This formal cost estimate is an update to the prior estimate(s) provided. Bid-scope-worksheet detail will be added to the detail breakdown matching the document evolution.
- 2.8 **Prepare Estimate Variance Report:** This report will compare the current estimate against previous cost estimates articulating newly added, revised or removed scopes of work.
- 2.9 **Target Value Specific Estimate:** This estimate will be a collaborative effort between the owner, design team, consultants (as necessary) and Absher to identify target-values in specific scopes of work in an effort to align project costs with available project dollars.
- 2.10 **VE Log:** Update & Expand the Value Engineering Log
- 2.11 **Prepare Estimate A+C's Documentation:** This document will outline the assumptions made in the assembly of the current cost estimate.
- 2.12 **Prepare Work Breakdown Structure:** (for estimating and/or scheduling purposes) Update the work breakdown structure (WBS) with the Owner and Architect to be used in estimating, scheduling, or both developed in 1.10.
- 2.13 **Project Schedule:** Update the preliminary project schedule with increasing detail in line with project development. At this stage a clear critical path will be established.
- 2.14 **Constructability Review:** Establish a new Bluebeam constructability session for the entire project team, establish time frames, provide process guidance to new team members, collate comments into a tabular report for review and resolution tracking.
- 2.15 **Site Logistics Study:** Update the site utilization plan confirming the secure site boundary, access and egress points, material storage and handling, refuse and recycle location, temporary facility locations, hoisting, truck routing, parking, office locations and similar. Identify potential constraints and provide resolutions. Identify adjacent impacts, required easements and temporary uses.
- 2.16 **Subcontract / Bid Packaging Planning:** Prepare a bid packaging plan in line with document and contract development.
- 2.17 **Trade Partner Engagement:** Prepare an RFP for the selection of specific trade partners, issue RFP, track responses, evaluate responses, conduct trade partner interviews.
- 2.18 **Develop BIM Project Execution Plan:** Participate in meeting with Opsis Architecture and the City to identify BIM related goals, services, file management, process mapping, and software systems. It's anticipated that the GC/CM will be working with Revit using BIM 360 and Navisworks for BIM efforts on this project.
- 2.19 **Risk Management Planning:** Continued participation in development and maintenance of the established risk management plan.
- 2.20 **Quality Control / Quality Management Planning:** Continued development and maintenance of a quality control & quality management plan for all preconstruction activities. The quality control and quality management plan for construction during the preconstruction period will be develop in response to document development.
- 2.21 **Preconstruction Schematic Design Phase Report:** This report assembles the outcomes this phase of the development work produced in a cohesive electronic document available to all project stakeholders.

- 2.22 **Monthly Progress Report:** The preparation and submission of a monthly progress report for services performed during the preconstruction period.

Task 3 Design Development Phase Task Expanded Description

- 3.1 **Owner/Design Team Meetings:** Attend Owner/Design Team Meetings
- 3.2 **Community Outreach and Engagement:** Continued (from 2.2) implementation, execution and monitoring a community outreach and engagement plan focused on developing SBE, DBE, MBE, WBE & MWBE contracting opportunities.
- 3.3 **Equity Inclusion Planning:** Continued (from 2.3) implementation, execution and monitoring equity inclusion focused on SBE, DBE, MBE, WBE & MWBE contracting opportunities.
- 3.4 **Equity Reporting:** Update contracting opportunity log based on a specific project detailed by scopes of work required to complete a project. Early planning and monitoring to ensure the project maximizes SBE, DBE, MBE, WBE & MWBE participation.
- 3.5 **SBE, DBE, MBE, WBE & MWBE Subcontractor Outreach:** Continued work with local incubators, service providers, professional associations, government, and private industry to connect with SBE, DBE, MBE, WBE & MWBE trade partners who perform work in our community. We will ensure these identified trade partners are included in all Absher bid solicitations to ensure we are providing equitable access and opportunities to our work.
- 3.6 **SBE, DBE, MBE, WBE & MWBE Bid Package / Work Scope Development:** Operations and estimating staff will work to understand local trade partner abilities aligning work opportunities best suited to SBE, DBE, MBE, WBE & MWBE firms.
- 3.7 **Conduct SBE, DBE, MBE, WBE & MWBE Bidding Workshops:** Through our community outreach and engagement we will offer bidding workshops to SBE, DBE, MBE, WBE & MWBE trade partners who intend to bid on our upcoming project(s). These workshops are aimed at ensuring these trade partners have a clear understanding of the project scope, bidding documents and timeline for submitting a bid, construction and project completion.
- 3.8 **Periodic Estimate Updates:** Provide various cost studies as a support function of project development.
- 3.9 **Prepare Cost Estimate:** This formal cost estimate is an update to the prior estimate(s) provided. Bid-scope-worksheet detail will be added to the detail breakdown matching the document evolution.
- 3.10 **Prepare Estimate Variance Report:** This report will compare the current estimate against previous cost estimates articulating newly added, revised or removed scopes of work.
- 3.11 **Target Value Specific Estimate:** This estimate will be a collaborative effort between the owner, design team, consultants (as necessary) and Absher to identify target-values in specific scopes of work in an effort to align project costs with available project dollars.
- 3.12 **Cash Flow Schedule:** Prepare an initial cash-flow schedule for the owner's use.
- 3.13 **Subcontract / Bid Packaging Planning:** Prepare a bid packaging plan in line with document and contract development.
- 3.14 **VE Log:** Update & Expand the Value Engineering Log

- 3.15 **Prepare Estimate A+C's Documentation:** This document will outline the assumptions made in the assembly of the current cost estimate.
- 3.16 **Prepare Work Breakdown Structure** (for estimating and/or scheduling purposes): Update work breakdown structure (WBS) with the Owner, Architect, and project stakeholders to be used in estimating, scheduling or both.
- 3.17 **Project Schedule:** Update the current project schedule to include increasing detail in line with project development. The critical path will be expanded with more detail.
- 3.18 **Constructability Review:** Establish a new Bluebeam constructability session for the entire project team, establish time frames, provide process guidance to new team members, collate comments into a tabular report for review and resolution tracking.
- 3.19 **Update Site Logistics Study:** Update the site utilization plan confirming the secure site boundary, access and egress points, material storage and handling, refuse and recycle location, temporary facility locations, hoisting, truck routing, parking, office locations and similar. Identify potential constraints and provide resolutions. Identify adjacent impacts, required easements and temporary uses.
- 3.20 **Agency Coordination Meetings:** Meetings with AHJ's such as city permitting agencies, state agencies, etc.
- 3.21 **Develop BIM Project Execution Plan:** Participate in meeting with Opsis Architecture and the City to identify BIM related goals, services, file management, process mapping, and software systems.
- 3.22 **Design Model 3D Coordination:** Run DD level design models through clash detection software and provide the team with recommendations and results that will help eliminate downstream coordination issues.
- 3.23 **Model-based Scope Analysis:** Utilize design models to support and verify (when applicable) quantity take off, and developing bid package ID in models.
- 3.24 **Risk Management Planning:** Continued participation in maintenance of the established risk management plan.
- 3.25 **Quality Control / Quality Management Planning:** Continued development and maintenance of a quality control & quality management plan for all preconstruction activities. The quality control and quality management plan for construction during the preconstruction period will be develop in response to document development.
- 3.26 **Preconstruction Design Development Phase Report:** This report assembles the outcomes this phase of the development work produced in a cohesive electronic document available to all project stakeholders. This report will include a draft subcontracting plan, construction phasing plan, draft advertisement for subcontractor work, draft subcontract forms, draft site logistics plan, draft safety plan, draft construction procedures manual, early procurement and award recommendations, preliminary subcontractor buyout and construction schedule and estimate.
- 3.27 **Safety Procedures Manual:** Prepare and submit a draft safety procedures plan at the end of the DD phase.
- 3.28 **Monthly Progress Report:** The preparation and submission of a monthly progress report for services performed during the preconstruction period.

Task 4 Construction Document / MACC Preparation Phase Task Expanded Description

- 4.1 **Owner/Design Team Meetings:** Attend Owner/Design Team Meetings
- 4.2 **Community Outreach and Engagement:** Continued implementation, execution and monitoring a community outreach and engagement plan focused on developing SBE, DBE, MBE, WBE & MWBE contracting opportunities.
- 4.3 **Equity Inclusion Planning:** Update implementation, execution and monitoring equity inclusion focused on SBE, DBE, MBE, WBE & MWBE contracting opportunities.
- 4.4 **Equity Reporting:** Create contracting opportunity log based on a specific project detailed by scopes of work required to complete a project. Early planning and monitoring to ensure the project maximizes SBE, DBE, MBE, WBE & MWBE participation.
- 4.5 **SBE, DBE, MBE, WBE & MWBE Subcontractor Outreach:** Continued work with local incubators, service providers, professional associations, government and private industry to connect with SBE, DBE, MBE, WBE & MWBE trade partners who perform work in our community. We will ensure these identified trade partners are included in all Absher bid solicitations to ensure we are providing equitable access and opportunities to our work.
- 4.6 **Subcontract Bid Package / Work Scope Development:** Our operations and estimating staff will work to understand local trade partner abilities aligning work opportunities best suited to SBE, DBE, MBE, WBE & MWBE firms as well as other trade partners.
- 4.7 **Conduct SBE, DBE, MBE, WBE & MWBE Bidding Workshops:** Through our community outreach and engagement we will offer bidding workshops to SBE, DBE, MBE, WBE & MWBE trade partners who intend to bid on our upcoming project(s). These workshops are aimed at ensuring these trade partners have a clear understanding of the project scope, bidding documents and timeline for submitting a bid, construction and project completion.
- 4.8 **Periodic Estimate Updates:** Provide various cost studies as a support function of project development.
- 4.9 **Prepare Cost Estimate** (may include MACC level detail): This formal cost estimate is an update to the prior estimate(s) provide. Bid-scope-worksheet detail will be added to the detail breakdown matching the document evolution.
- 4.10 **GMP / MACC Negotiations:** Negotiation period related to establishing an agreed to GMP or MACC for the project – NO CHARGE FOR THIS TASK.
- 4.11 **Prepare Estimate Variance Report:** This report will compare the current estimate against previous cost estimates articulating newly added, revised or removed scopes of work.
- 4.12 **Target Value Specific Estimate:** This estimate will be a collaborative effort between the owner, design team, consultants (as necessary) and Absher to identify target-values in specific scopes of work in an effort to align project costs with available project dollars. An TVE at this stage most likely will be focused on a mini-MACC or subset MACC estimate.
- 4.13 **Cash Flow Schedule:** Update the initial cash-flow schedule for the owner's use.
- 4.14 **VE Log:** Update and expand the value engineering log.
- 4.15 **Prepare Estimate A+C's Documentation:** This document will outline the assumptions made in the assembly of the current cost estimate.

- 4.16 **Update Prepare Work Breakdown Structure** (for estimating and/or scheduling purposes): Update WBS with the Owner, Architect and project stakeholders to be used in estimating, scheduling or both.
- 4.17 **Project Schedule:** Update the current project schedule to include increasing detail in line with project development. The critical path will be expanded with more detail.
- 4.18 **Constructability Review:** Establish a new Bluebeam constructability session for the entire project team, establish time frames, provide process guidance to new team members, collate comments into a tabular report for review and resolution tracking.
- 4.19 **Update Site Logistics Study:** Update the site utilization plan confirming the secure site boundary, access and egress points, material storage and handling, refuse and recycle location, temporary facility locations, hoisting, truck routing, parking, office locations and similar. Identify potential constraints and provide resolutions. Identify adjacent impacts, required easements and temporary uses.
- 4.20 **Agency Coordination Meetings:** Meetings with AHJ's city permitting agencies, state agencies, etc.
- 4.21 **Develop 4D Model from CPM:** Owner/Design Team Integrate the current schedule with the model in 4D software to illustrate work sequencing and test schedule logic.
- 4.22 **Model-based Scope Analysis:** Utilize design models to support and verify (when applicable) quantity take off, and developing bid package ID in models.
- 4.23 **Permit Submission Support:** Services related to submitting for and obtaining project specific permits.
- 4.24 **Risk Management Plan:** Continued support in maintaining the established risk management plan.
- 4.25 **Quality Control / Quality Management Planning:** Continued development and maintenance of a quality control & quality management plan for all preconstruction activities. The quality control and quality management plan for construction during the preconstruction period will be develop in response to document development.
- 4.26 **Preconstruction CD Phase Report:** This report assembles the outcomes this phase of the development work produced in a cohesive electronic document available to all project stakeholders. This report will include a final subcontracting plan, final construction phasing plan advertisement form for subcontract work, subcontract agreement form, site logistics plan, safety plan, construction procedures manual, early procurement and award recommendations, subcontractor buyout and construction schedule, estimate.
- 4.27 **Monthly Progress Report:** The preparation and submission of a monthly progress report invoice for services performed during the preconstruction period.

Exhibit 2

City of Redmond, WA GC/CM Preconstruction Services Contract

Preconstruction Work Plan March 15, 2021

Redmond Senior & Community Center

GC/CM Preconstruction Services Summary

Bid Date: 15-Mar-21
 Pre-Con Notice to Proceed: 11-May-21
 Pre-Con Complete: 1-Mar-22
 Pre-Construction Duration (Months): 9.67
 Site Construction NTP: 1-Apr-22
 Site Work Complete: 1-Jun-22
 Vertical Construction Start: 2-Jun-22
 Project Substantial Completion: 23-Dec-23
 SF - Site Area (x.xx Acres): TBD
 SF - New Construction: TBD
 SF - Demolition: 0

PRECONSTRUCTION SERVICES FEE
 (Washington State Sales Tax not included)

\$ 360,550

Estimated MACC \$ 25,000,000

Position	Hours	Task 1 - Project Kick-off / Concept Phase	Hours	Task 2 - Schematic Design Phase	Hours	Task 3 - Design Development Phase	Hours	Task 4 - Construction Document / GMP / MACC Phase	Total
Director of Precon.	114	\$ 16,188	184	\$ 26,128	204	\$ 28,968	228	\$ 32,376	\$ 103,660
Operations Director	14	\$ 1,988	42	\$ 5,964	34	\$ 4,800	36	\$ 5,112	\$ 17,864
Project Executive	0	\$ -	0	\$ -	0	\$ -	28	\$ 3,976	\$ 3,976
Project Manager	20	\$ 1,600	50	\$ 4,000	72	\$ 5,760	112	\$ 8,960	\$ 20,320
Project Super.	40	\$ 4,000	40	\$ 4,000	94	\$ 9,400	132	\$ 13,200	\$ 30,600
Project Engineer	28	\$ 1,680	48	\$ 2,880	72	\$ 4,320	126	\$ 7,560	\$ 16,440
Project Scheduler	4	\$ 360	20	\$ 1,800	34	\$ 3,060	44	\$ 3,960	\$ 9,180
VDC Manager	24	\$ 2,280	4	\$ 380	20	\$ 1,900	26	\$ 2,470	\$ 7,030
VDC Engineer	4	\$ 300	0	\$ -	48	\$ 3,600	56	\$ 4,200	\$ 8,100
Design Phase Manager	24	\$ 2,280	20	\$ 1,900	64	\$ 6,080	68	\$ 6,460	\$ 16,720
Diversity & Inclusion Procurement Manager	6	\$ 510	4	\$ 340	20	\$ 1,700	28	\$ 2,380	\$ 4,930
Quality Control Manager	4	\$ 360	0	\$ -	8	\$ 720	4	\$ 360	\$ 1,440
Safety Manager	6	\$ 540	2	\$ 180	10	\$ 900	2	\$ 180	\$ 1,800
Chief Estimator	42	\$ 3,570	64	\$ 5,440	64	\$ 5,440	86	\$ 7,310	\$ 21,760
Estimator	80	\$ 6,800	236	\$ 20,060	416	\$ 35,360	406	\$ 34,510	\$ 96,730
Project Administrator	0	\$ -	0	\$ -	0	\$ -	0	\$ -	\$ -
Subtotal Labor (Rounded)	410	\$ 42,456	714	\$ 73,072	1160	\$ 112,008	1382	\$ 133,014	\$ 360,550

Preconstruction Support Services

Site Investigation Labor	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Site Investigation Material	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Travel/Subsistence	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Vehicles	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Reproduction/Postage/Docs	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
M & E Consultants	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Inclusion Task Force Support Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Community Outreach Support	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
IT Support	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
State B & O Tax	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
City License	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Bond	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Liability Insurance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Total by Phase \$ 42,456 \$ 73,072 \$ 112,008.00 \$ 133,014 \$ 360,550

TOTAL PRECONSTRUCTION SERVICES (WSST not included): \$ 360,550

Washing State Sales Tax 10.1% \$ 36,416

TOTAL PRECONSTRUCTION SERVICES (with WSST included): \$ 396,966

Redmond Senior & Community Center

		Director of Precon.	Operations Director	Project Manager	Project Super.	Project Engineer	Project Scheduler	VDC Manager	VDC Engineer	Design Phase Manager	Diversity & Inclusion Procurement Manager	Quality Control Manager	Safety Manager	Chief Estimator	Estimator	Total Hrs
		Blaine Wolfe	Doug Orth	Cory Patton	Dennis Smith	Keara Flynn	Dan McCooley	Kyle Absher	Matt Quijano	Brooke McNally	Stephanie Caldwell	Kelly Spacek	Greg Boyd	Adam Buckley	Estimating Department	
Task 1 - Project Kick-off / Concept Phase	Task Expanded Description	Approximate Duration = (X Month)														
Task 1.1 - Prepare Preconstruction Work Plan	Preparation of a preconstruction work plan for review and approval by the Owner or their representative	16				8										24.00
Task 1.2 - Project Kickoff Meeting	The purpose of this meeting will be to review the goals and objectives of the project, discuss the project approach, milestones and deliverables. On-line weekly coordination meetings will be held with the client team and the core design team members.	2	2	2	2	2	2	2	2	2	2	2	2	2		26.00
Task 1.3 - Team Orientation Workshop / Partnering Session	Participate in a facilitated Team Orientation Workshop / Partnering Session and possibly an SD Project Analysis Workshop. The workshop(s) or sessions are intended to promote a team environment through facilitated team building strategies and to develop specific strategies and plans with all major contracting parties.	2	2	2	2	2	2	2	2	2	2	2	2	2		26.00
Task 1.4 - Owner/Design Team Meetings	Attend Owner/Design Team Meetings	16														16.00
Task 1.5 - Existing Conditions Assessment	Review record drawings and investigate existing conditions. Recommend investigations to verify existing conditions and systems.	4			4											8.00
Task 1.6 - Site Visit(s)	Visit site to verify existing conditions and systems.	8		4	6											18.00
Task 1.7 - Equity Inclusion Planning	As a project develops so do opportunities, as project specific community outreach evolves so does the pool of project participants. As these efforts mature the equity inclusion plan will be updated to ensure we are capitalizing on opportunity.	4									2			2		8.00
Task 1.8 - Prepare Cost Estimate Task	Estimating effort based on gross project areas utilizing summary level CSI line items in addition to definable bid-scopes. The estimate will be complete to include project contingencies, applicable overhead mark ups such as builder's risk insurance, liability insurance, city and state business & occupation tax and general contractor fee.	8	4											24	80	116.00
Task 1.9 - Prepare Estimate Assumptions & Clarifications Documentation	This document will outline the assumptions made in the assembly of the current cost estimate.	2	2													4.00
Task 1.10 - Prepare Work Breakdown Structure (for estimating and/or scheduling purposes)	Develop a work breakdown structure (WBS) with the Owner, Architect to be used in estimating, scheduling or both.	2			2											4.00
Task 1.11 - Conduct/Participate in Value Engineering Study	Conduct either a formal or informal value engineering study with project stakeholders or keep the process internal to our estimating efforts.	4												4		8.00
Task 1.12 - VE Tracking	Create Value Engineering Tracking System	4												2		6.00
Task 1.13 - Project Schedule	Develop & maintain a preliminary project schedule. Summary level schedule focused on significant features of work, systems and collated scopes of work defining an initial construction path. Project development information during the preconstruction phase such as document development, estimate deliverables, permit submission and other critical elements necessary to meet the intended start of construction will be scheduled.	8			8											16.00
Task 1.14 - Constructability Review	Establish a Bluebeam constructability session for the entire project team, establish time frames, provide process guidance, collate comments into a tabular report for review and resolution tracking.	8		8	8									4		28.00
Task 1.15 - Site Logistics Study	Provide a site utilization plan establishing a secure site boundary, access and egress points, material storage and handling, refuse and recycle location, temporary facility locations, hoisting, truck routing, parking, office locations and similar. Identify potential constraints and provide resolutions. Identify adjacent impacts, required easements and temporary uses.	2		4	4											10.00
Task 1.16 - Risk Management Planning	Participate in the development and maintenance of the risk management plan.	2	2		2								2	2		10.00
Task 1.17 - Quality Control / Quality Management Planning	Continued development and maintenance of a quality control & quality management plan for all preconstruction activities. The quality control and quality management plan for construction during the preconstruction period will be develop in response to document development.	2	2		2											6.00
Task 1.18 - Develop BIM Project Execution Plan	This report assembles the outcomes this phase of the development work produced in a cohesive electronic document available to all project stakeholders	4						20		20						44.00
Task 1.19 - Preconstruction Concept Phase Report	This report assembles the outcomes this phase of the development work produced in a cohesive electronic document available to all project stakeholders.	8				8										16.00
Task 1.20 - Monthly Progress Report	The preparation and submission of a monthly progress report for services performed during the preconstruction period.	8				8										16.00
Total Hours		114	14	20	40	28	4	24	4	24	6	4	6	42	80	410
Cost per Hour		\$ 142.00	\$ 142.00	\$ 80.00	\$ 100.00	\$ 60.00	\$ 90.00	\$ 95.00	\$ 75.00	\$ 95.00	\$ 85.00	\$ 90.00	\$ 90.00	\$ 85.00	\$ 85.00	\$ 103.55
Total Cost per FTE		\$ 16,188	\$ 1,988	\$ 1,600	\$ 4,000	\$ 1,680	\$ 360	\$ 2,280	\$ 300	\$ 2,280	\$ 510	\$ 360	\$ 540	\$ 3,570	\$ 6,800	\$ 42,456

Redmond Senior & Community Center

		Director of Precon.	Operations Director	Project Manager	Project Super.	Project Engineer	Project Scheduler	VDC Manager	VDC Engineer	Design Phase Manager	Diversity & Inclusion Procurement Manager	Quality Control Manager	Safety Manager	Chief Estimator	Estimator	Total Hrs
		Blaine Wolfe	Doug Orth	Cory Patton	Dennis Smith	Keara Flynn	Dan McCooley	Kyle Absher	Matt Quijano	Brooke McNally	Stephanie Caldwell	Kelly Spacek	Greg Boyd	Adam Buckley	Estimating Department	
		Approximate Duration = (X MONTHS)														
Task 2 - Schematic Design Phase																
Task 2.1 - Owner/Design Team Meetings	Attend Owner/Design Team Meetings	40	8	8	8	16										80.00
Task 2.2 – Community Outreach and Engagement	Planning, implementation, execution and monitoring a community outreach and engagement plan focused on developing sbe, dbе, MBE, WBE & MWBE contracting opportunities.	8														8.00
Task 2.3 - Equity Inclusion Planning	Planning, implementation, execution and monitoring equity inclusion focused on sbe, dbе, MBE, WBE & MWBE contracting opportunities	4	4													8.00
Task 2.4 - Equity Reporting	Create contracting opportunity log based on a specific project detailed by scopes of work required to complete a project. Early planning and monitoring to ensure the project maximizes sbe, dbе, MBE, WBE & MWBE participation.										4					4.00
Task 2.5 - sbe, dbе, MBE, WBE & MWBE Subcontractor Outreach	Work with local incubators, service providers, professional associations, government and private industry to connect with sbe, dbе, MBE, WBE & MWBE trade partners who perform work in our community. We will ensure these identified trade partners are included in all Absher bid solicitations to ensure we are providing equitable access and opportunities to our work.	4														4.00
Task 2.6 - Periodic Estimate Updates	Provide various cost studies as a support function of project development.	4	2											8		14.00
Task 2.7 - Prepare Cost Estimate	This formal cost estimate is an update to the prior estimate(s) provided. Bid-scope-worksheet detail will be added to the detail breakdown matching the document evolution.	24	16	16		16				16				40	220	348.00
Task 2.8 - Prepare Estimate Variance Report	This report will compare the current estimate against previous cost estimates articulating newly added, revised or removed scopes of work.	4														4.00
Task 2.9 - Target Value Specific Estimate	This estimate will be a collaborative effort between the owner, design team, consultants (as necessary) and Absher to identify target-values in specific scopes of work in an effort to align project costs with available project dollars.	4	2											16	16	38.00
Task 2.10 - VE Log	Update and expand the value engineering log	4														4.00
Task 2.11 - Prepare Estimate Assumptions & Clarifications Documentation	This document will outline the assumptions made in the assembly of the current cost estimate.	4														4.00
Task 2.12 - Prepare Work Breakdown Structure (for estimating and/or scheduling purposes)	Update the work breakdown structure (WBS) with the Owner and Architect to be used in estimating, scheduling or both developed in 1.10.	4														4.00
Task 2.13 - Project Schedule	Update the preliminary project schedule with increasing detail in line with project development. At this stage a clear critical path will be established.	8		8	8		16									40.00
Task 2.14 - Constructability Review	Establish a new Bluebeam constructability session for the entire project team, establish time frames, provide process guidance to new team members, collate comments into a tabular report for review and resolution tracking.	24		8	16											48.00
Task 2.15 - Site Logistics Study	Update the site utilization plan confirming the secure site boundary, access and egress points, material storage and handling, refuse and recycle location, temporary facility locations, hoisting, truck routing, parking, office locations and similar. Identify potential constraints and provide resolutions. Identify adjacent impacts, required easements and temporary uses.			4	4		4									12.00
Task 2.16 - Subcontract / Bid Packaging Planning	Prepare a bid packaging plan in line with document and contract development.	2		4												6.00
Task 2.17 - Trade Partner Engagement	Prepare an RFP for the selection of specific trade partners, issue RFP, track responses, evaluate responses, conduct trade partner interviews.	16	8													24.00
Task 2.18 - Develop BIM Project Execution Plan	Lead meeting(s) with Project Stakeholders to identify BIM related goals, services, file management, process mapping , and software systems.	8						4		4						16.00
Task 2.19 - Risk Management Planning	Continued participation in development and maintenance of the established risk management plan.	4	2	2	2								2			12.00
Task 2.20 - Quality Control / Quality Management Planning	Continued development and maintenance of a quality control & quality management plan for all preconstruction activities. The quality control and quality management plan for construction	2			2											4.00
Task 2.21 - Preconstruction Schematic Design Phase Report	This report assembles the outcomes this phase of the development work produced in a cohesive	8				8										16.00
Task 2.22 - Monthly Progress Report	The preparation and submission of a monthly progress report for services performed during the preconstruction period.	8				8										16.00
Total Hours		184	42	50	40	48	20	4	0	20	4	0	2	64	236	714
Cost per Hour		\$ 142.00	\$ 142.00	\$ 80.00	\$ 100.00	\$ 60.00	\$ 90.00	\$ 95.00	\$ 75.00	\$ 95.00	\$ 85.00	\$ 90.00	\$ 90.00	\$ 85.00	\$ 85.00	\$ 102.34
Total Cost per FTE		\$ 26,128	\$ 5,964	\$ 4,000	\$ 4,000	\$ 2,880	\$ 1,800	\$ 380	\$ -	\$ 1,900	\$ 340	\$ -	\$ 180	\$ 5,440	\$ 20,060	\$ 73,072

Redmond Senior & Community Center

		Director of Precon.	Operations Director	Project Manager	Project Super.	Project Engineer	Project Scheduler	VDC Manager	VDC Engineer	Design Phase Manager	Diversity & Inclusion Procurement Manager	Quality Control Manager	Safety Manager	Chief Estimator	Estimator	Total Hrs
		Blaine Wolfe	Doug Orth	Cory Patton	Dennis Smith	Keara Flynn	Dan McCooley	Kyle Absher	Matt Quijano	Brooke McNally	Stephanie Caldwell	Kelly Spacek	Greg Boyd	Adam Buckley	Estimating Department	
		Approximate Duration = (X MONTHS)														
Task 3 - Design Development Phase																
Task 3.1 - Owner/Design Team Meetings	Attend Owner/Design Team Meetings	32	8	8		16										64.00
Task 3.2 – Community Outreach and Engagement	Continued (from 2.2) implementation, execution and monitoring a community outreach and engagement plan focused on developing sbe, dbе, MBE, WBE & MWBE contracting opportunities	16														16.00
Task 3.3 - Equity Inclusion Planning	Continued (from 2.3) implementation, execution and monitoring equity inclusion focused on sbe, dbе, MBE, WBE & MWBE contracting opportunities	16	2								20					38.00
Task 3.4 - Equity Reporting	Update contracting opportunity log based on a specific project detailed by scopes of work required to complete a project. Early planning and monitoring to ensure the project maximizes sbe, dbе, MBE, WBE & MWBE participation.	4														4.00
Task 3.5 - sbe, dbе, MBE, WBE & MWBE Subcontractor Outreach	Continued work with local incubators, service providers, professional associations, government and private industry to connect with sbe, dbе, MBE, WBE & MWBE trade partners who perform work in our community. We will ensure these identified trade partners are included in all Absher bid solicitations to ensure we are providing equitable access and opportunities to our work.	8														8.00
Task 3.6 - sbe, dbе, MBE, WBE & MWBE Bid Package / Work Scope Development	Our operations and estimating staff will work to understand local trade partner abilities aligning work opportunities best suited to sbe, dbе, MBE, WBE & MWBE firms.	4														4.00
Task 3.7 - Conduct sbe, dbе, MBE, WBE & MWBE Bidding Workshops	Through our community outreach and engagement we will offer bidding workshops to sbe, dbе, MBE, WBE & MWBE trade partners who intend to bid on our upcoming project(s). These workshops are aimed at ensuring these trade partners have a clear understanding of the project scope, bidding documents and timeline for submitting a bid, construction and project completion.	8														8.00
Task 3.8 - Periodic Estimate Updates	Provide various cost studies as a support function of project development.	16	2											8	16	42.00
Task 3.9 - Prepare Cost Estimate	This formal cost estimate is an update to The prior estimate(s) provided. Bid-scope-worksheet detail will be added to The detail breakdown matching The document evolution.	8	8	8	4	8								48	400	484.00
Task 3.10 - Prepare Estimate Variance Report	This report will compare the current estimate against previous cost estimates articulating newly added, revised or removed scopes of work.	4														4.00
Task 3.11 - Target Value Specific Estimate	This estimate will be a collaborative effort between the owner, design team, consultants (as necessary) and Absher to identify target-values in specific scopes of work in an effort to align project costs with available project dollars.	8														8.00
Task 3.12 - Cash Flow Schedule	Prepare an initial cash-flow schedule for the owner's use.	4														4.00
Task 3.13 - Subcontract / Bid Packaging Planning	Prepare a bid packaging plan in line with document and contract development.	8		24										8		40.00
Task 3.14 - VE Log	Update and expand the value engineering log															0.00
Task 3.156 - Prepare Estimate Assumptions & Clarifications	This document will outline the assumptions made in the assembly of the current cost estimate.	2														2.00
Task 3.16 - Prepare Work Breakdown Structure (for estimating and/or schedling purposes)	Update work breakdown structure (WBS) with the Owner, Architect and project stakeholders to be used in estimating, scheduling or both.	2			2		2									6.00
Task 3.17 - Project Schedule	Update the current project schedule to include increasing detail in line with project development. The critical path will be expanded with more detail.	2		8	32		32									74.00
Task 3.18 - Constructability Review	Establish a new Bluebeam constructability session for the entire project team, establish time frames, provide process guidance to new team members, collate comments into a tabular report for review and resolution tracking.	26	10	16	34	24										109.80
Task 3.19 - Update Site Logistics Study	Update the site utilization plan confirming the secure site boundary, access and egress points, material storage and handling, refuse and recycle location, temporary facility locations, hoisting, truck routing, parking, office locations and similar. Identify potential constraints and provide resolutions. Identify adjacent impacts, required easements and temporary uses.			4	4											8.00
Task - 3.20 - Agency Coordination Meetings	Meetings with AHJ's such as WSDOT, city permitting agencies, state agencies, transit authorities, port authorities, etc.	4		4	4											12.00
Task 3.21 - Develop BIM Project Execution Plan	Lead meeting(s) with Project Stakeholders to identify BIM related goals, services, file management, process mapping , and software systems.	4						4		4						12.00
Task 3.22 - Design Model 3D Coordination	Run DD level design models through clash detection software and provide the team with recommendations and results that will help eliminate downstream coordination issues.	4						8	32							44.00
Task 3.23 - Model-based Scope Analysis	Utilize design models to support and verify (when applicable) quantity take off, and developing bid package ID in models.	4						8	16	60						88.00
Task 3.24 - Risk Management Planning	Continued participation in maintenance of the established risk management plan.	2	2		2								2			8.00
Task 3.25 - Quality Control / Quality Management Planning	Continued development and maintenance of a quality control & quality management plan for all preconstruction activities. The quality control and quality management plan for construction during the preconstruction period will be develop in response to document development.	2	2		8	8						8				28.00

Redmond Senior & Community Center

		Director of Precon.	Operations Director	Project Manager	Project Super.	Project Engineer	Project Scheduler	VDC Manager	VDC Engineer	Design Phase Manager	Diversity & Inclusion Procurement Manager	Quality Control Manager	Safety Manager	Chief Estimator	Estimator	Total Hrs
		Blaine Wolfe	Doug Orth	Cory Patton	Dennis Smith	Keara Flynn	Dan McCooley	Kyle Absher	Matt Quijano	Brooke McNally	Stephanie Caldwell	Kelly Spacek	Greg Boyd	Adam Buckley	Estimating Department	
Task 3.26 - Preconstruction Design Development Phase Report	This report assembles the outcomes this phase of the development work produced in a cohesive electronic document available to all project stakeholders. This report will include a draft subcontracting plan, construction phasing plan, draft advertisement for subcontractor work, draft subcontract forms, draft site logistics plan, draft safety plan, draft construction procedures manual, early procurement and award recommendations, preliminary subcontractor buyout and construction schedule estimate	8				8										16.00
Task 3.27 - Safety Procedures Manual	Prepare and submit a draft safety procedures plan at the end of the DD phase.				4								8			12.00
Task 3.28 - Monthly Progress Report	The preparation and submission of a monthly progress report for services performed during the preconstruction period.	8				8										16.00
Total Hours		204	34	72	94	72	34	20	48	64	20	8	10	64	416	1160
Cost per Hour		\$ 142.00	\$ 142.00	\$ 80.00	\$ 100.00	\$ 60.00	\$ 90.00	\$ 95.00	\$ 75.00	\$ 95.00	\$ 85.00	\$ 90.00	\$ 90.00	\$ 85.00	\$ 85.00	\$ 96.57
Total Cost per FTE		\$ 28,968	\$ 4,800	\$ 5,760	\$ 9,400	\$ 4,320	\$ 3,060	\$ 1,900	\$ 3,600	\$ 6,080	\$ 1,700	\$ 720	\$ 900	\$ 5,440	\$ 35,360	\$ 112,008
Task 4 - Construction Document / GMP / MACC Phase		Approximate Duration = (X MONTHS)														
Task 4.1 - Owner/Design Team Meetings	Attend Owner/Design Team Meetings	60	16	16	16	32										156.00
Task 4.2 – Community Outreach and Engagement	Continued implementation, execution and monitoring a community outreach and engagement plan focused on developing sbe, dbе, MBE, WBE & MWBE contracting opportunities	16				8					16					40.00
Task 4.3 - Equity Inclusion Planning	Update implementation, execution and monitoring equity inclusion focused on sbe, dbе, MBE, WBE & MWBE contracting opportunities	16														16.00
Task 4.4 - Equity Reporting	Create contracting opportunity log based on a specific project detailed by scopes of work required to complete a project. Early planning and monitoring to ensure the project maximizes sbe, dbе, MBE, WBE & MWBE participation.	8														8.00
Task 4.5 - sbe, dbе, MBE, WBE & MWBE Subcontractor Outreach	Continued work with local incubators, service providers, professional associations, government and private industry to connect with sbe, dbе, MBE, WBE & MWBE trade partners who perform work in our community. We will ensure these identified trade partners are included in all Absher bid solicitations to ensure we are providing equitable access and opportunities to our work.	16														16.00
Task 4.6 - Subcontract Bid Package / Work Scope Development	Our operations and estimating staff will work to understand local trade partner abilities aligning work opportunities best suited to sbe, dbе, MBE, WBE & MWBE firms as well as other trade partners.	16		40	16	16					4				8	100.00
Task 4.7 - Conduct sbe, dbе, MBE, WBE & MWBE Bidding Workshops	Through our community outreach and engagement we will offer bidding workshops to sbe, dbе, MBE, WBE & MWBE trade partners who intend to bid on our upcoming project(s). These workshops are aimed at ensuring these trade partners have a clear understanding of the project scope, bidding documents and timeline for submitting a bid, construction and project completion.										8					8.00
Task 4.8 - Periodic Estimate Updates	Provide various cost studies as a support function of project development.													8		8.00
Task 4.9 - Prepare Cost Estimate	This formal cost estimate is an update to the prior estimate(s) provide. Bid-scope-worksheet detail will be added to the detail breakdown matching the document evolution.	24	8	8	4	8								48	360	464.00
Task 4.10 - GMP / MACC Negotiations	Negotiation period related to establishing an agreed to GMP or MACC for the project - NO CHARGE FOR THIS TASK.															0.00
Task 4.11 - Prepare Estimate Variance Report	This report will compare the current estimate against previous cost estimates articulating newly added, revised or removed scopes of work.	2													4	6.00
Task 4.12 - Target Value Specific Estimate	This estimate will be a collaborative effort between the owner, design team, consultants (as necessary) and Absher to identify target-values in specific scopes of work in an effort to align project costs with available project dollars. An TVE at this stage most likely will be focused on a mini-MACC or subset GMP and not the entire GMP or MACC estimate.															4.00
Task 4.13 - Cash Flow Schedule	Update the initial cash-flow schedule for the owner's use.	4														4.00
Task 4.14 - VE Log	Update and expand the value engineering log.	8		8	8	8				8				8	8	56.00
Task 4.15 - Prepare Estimate Assumptions & Clarifications Documentation	This document will outline the assumptions made in the assembly of the current cost estimate.	4	2	2										8	8	26.00
Task 4.16 - Update Work Breakdown Structure (for estimating and/or scheduling purposes)	Update WBS with the Owner, Architect and project stakeholders to be used in estimating, scheduling or both.				4		4								2	10.00
Task 4.17 - Project Schedule	Update the current project schedule to include increasing detail in line with project development. The critical path will be expanded with more detail.	10	8	8	32		40							8		106.00
Task 4.18 - Constructability Review	Establish a new Bluebeam constructability session for the entire project team, establish time frames, provide process guidance to new team members, collate comments into a tabular report for review and resolution tracking.	16		24	32	32								4	16	124.00

Redmond Senior & Community Center

		Director of Precon.	Operations Director	Project Manager	Project Super.	Project Engineer	Project Scheduler	VDC Manager	VDC Engineer	Design Phase Manager	Diversity & Inclusion Procurement Manager	Quality Control Manager	Safety Manager	Chief Estimator	Estimator	Total Hrs
		Blaine Wolfe	Doug Orth	Cory Patton	Dennis Smith	Keara Flynn	Dan McCooey	Kyle Absher	Matt Quijano	Brooke McNally	Stephanie Caldwell	Kelly Spacek	Greg Boyd	Adam Buckley	Estimating Department	
Task 4.19 - Update Site Logistics Study	Update the site utilization plan confirming the secure site boundary, access and egress points, material storage and handling, refuse and recycle location, temporary facility locations, hoisting, truck routing, parking, office locations and similar. Identify potential constraints and provide resolutions. Identify adjacent impacts, required easements and temporary uses.				2			2								4.00
Task - 4.20 - Agency Coordination Meetings	Meetings with AHJ's city permitting agencies, state agencies, etc.			6	4											10.00
Task 4.21 - Develop 4D Model from CPM	Owner/Design Team Integrate the current schedule with the model in 4D software to illustrate work sequencing and test schedule logic.	4						16	40							60.00
Task 4.22 - Model-based Scope Analysis	Utilize design models to support and verify (when applicable) quantity take off, and developing bid package ID in models.	4						8	16	60						88.00
Task 4.23 - Permit Submission Support	Services related to submitting for and obtaining project specific permits				4	6										10.00
Task 4.24 - Risk Management Planning	Continued support in maintaining the established risk management plan.		2		2								2	2		10.00
Task 4.25 - Quality Control / Quality Management Planning	Continued development and maintenance of a quality control & quality management plan for all preconstruction activities. The quality control and quality management plan for construction during the preconstruction period will be develop in response to document development.	4			8							4				16.00
Task 4.26 - Preconstruction CD / GMP Phase Report	This report assembles the outcomes this phase of the development work produced in a cohesive electronic document available to all project stakeholders. This report will include a final subcontracting plan, final construction phasing plan advertisement form for subcontract work, subcontract agreement form, site logistics plan, safety plan, construction procedures manual, early procurement and award recommendations, subcontractor buyout and construction schedule, estimate.	8				8										16.00
Task 4.27 - Monthly Progress Report	The preparation and submission of a monthly progress report for services performed during the preconstruction period.	8				8										16.00
Total Hours		228	36	112	132	126	44	26	56	68	28	4	2	86	406	1382
Cost per Hour		\$ 142.00	\$ 142.00	\$ 80.00	\$ 100.00	\$ 60.00	\$ 90.00	\$ 95.00	\$ 75.00	\$ 95.00	\$ 85.00	\$ 90.00	\$ 90.00	\$ 85.00	\$ 85.00	\$ 96.25
Total Cost per FTE		\$ 32,376	\$ 5,112	\$ 8,960	\$ 13,200	\$ 7,560	\$ 3,960	\$ 2,470	\$ 4,200	\$ 6,460	\$ 2,380	\$ 360	\$ 180	\$ 7,310	\$ 34,510	\$ 133,014

Exhibit 3

City of Redmond, WA GC/CM Preconstruction Services Contract Insurance Requirements

1.0 General Insurance Requirements

- A. Prior to commencement of the Work, Contractor shall obtain all the insurance required by the Contract Documents and provide evidence satisfactory to City that such insurance has been procured. Review of the Contractor's insurance by City shall not relieve or decrease the liability of Contractor.
- B. The certificate holder shall be:

City of Redmond, Washington
PO Box 97010
Redmond, WA 98073-9710
- C. The Contractor shall procure and maintain the insurance described in all subsections of this Attachment D, from insurers with a current A. M. Best rating of not less than A-: VII and licensed to do business in the State of Washington. The Contracting Agency reserves the right to approve or reject the insurance provided, based on the insurer's financial condition.
- D. The Contractor shall keep this insurance in force without interruption from the commencement of the Contractor's Work through the term of the Contract and for thirty (30) days after the Final Acceptance date, unless otherwise indicated below.
- D. The Contractor's Automobile Liability, Commercial General Liability and Excess or Umbrella Liability insurance policies shall be primary and non-contributory insurance as respects the Contracting Agency's insurance, self-insurance, or self-insured pool coverage. Any insurance, self-insurance, or self-insured pool coverage maintained by the City shall be excess of the Contractor's insurance and shall not contribute with it.
- E. The Contractor shall provide the City and all additional insureds with written notice of any policy cancellation, within two business days of their receipt of such notice.
- F. The Contractor shall not begin work under the Contract until the required insurance has been obtained and approved by the City.
- G. Failure on the part of the Contractor to maintain the insurance as required shall constitute a material breach of contract, upon which the City may, after giving five business days' notice to the Contractor to correct the breach, immediately terminate the Contract or, at its discretion, procure or renew such insurance and pay any and all premiums in connection therewith, with any sums so expended to be repaid to the Contracting Agency on demand, or at the sole discretion of the City, offset against funds due the Contractor from the City.
- H. All costs for insurance shall be incidental to and included in the unit or lump sum prices of the Contract and no additional payment will be made.

2.0 Additional Insured

- A. All insurance policies, with the exception of Workers Compensation shall name the following listed entities as additional insured(s) using the forms or endorsements required herein. The City

of Redmond and its officers, elected officials, employees, consultants (including Opsis Architecture, LLP and DBecker Consulting, LLC), and agents shall be listed as primary, non-contributory additional insured. The required additional insured endorsements shall be at least as broad as ISO forms CG 20 07 and CG 20 26.

- B. The above-listed entities shall be additional insured(s) for the full available limits of liability maintained by the Contractor, irrespective of whether such limits maintained by the Contractor are greater than those required by this Contract, and irrespective of whether the Certificate of Insurance provided by the Contractor pursuant to section 3.0 describes limits lower than those maintained by the Contractor.
- C. For Commercial General Liability insurance coverage, the required additional insured endorsements shall be at least as broad as ISO forms CG 20 10 10 01 for ongoing operations and CG 20 37 10 01 for completed operations.

3.0 Subcontractors

- A. The Contractor shall cause each Subcontractor of every tier to provide insurance coverage that complies with all applicable requirements of the Contractor-provided insurance as set forth herein, except the Contractor shall have sole responsibility for determining the limits of coverage required to be obtained by Subcontractors.
- B. The Contractor shall ensure that all Subcontractors of every tier add all entities listed in section 2.0 as additional insureds and provide proof of such on the policies as required by that section as detailed in section 2.0 using an endorsement as least as broad as ISO CG 20 10 10 01 for ongoing operations and CG 20 37 10 01 for completed operations.
- C. Upon request by the City, the Contractor shall forward to the City evidence of insurance and copies of the additional insured endorsements of each Subcontractor of every tier as required in section 4.0 Verification of Coverage.

4.0 Verification of Coverage

- A. The Contractor shall deliver to the City a Certificate(s) of Insurance and endorsements for each policy of insurance meeting the requirements set forth herein when the Contractor delivers the signed Contract for the work. Failure of City to demand such verification of coverage with these insurance requirements or failure of City to identify a deficiency from the insurance documentation provided shall not be construed as a waiver of Contractor's obligation to maintain such insurance.
- B. Verification of coverage shall include:
 - 1 An ACORD certificate or a form determined by the City to be equivalent.
 - 2 Copies of all endorsements naming City and all other entities listed in section 2.0 as additional insured(s), showing the policy number. The Contractor may submit a copy of any blanket additional insured clause from its policies instead of a separate endorsement.

- 3 Any other amendatory endorsements to show the coverage required herein.
- 4 A notation of coverage enhancements on the Certificate of Insurance shall not satisfy these requirements – actual endorsements must be submitted.
- 5 The GC/CM shall provide the City with a new certificate confirming renewal and/or changes to the policy whenever the policy is changed or renewed or at least once a year, whichever occurs first.

5.0 Coverages and Limits

- A. The insurance shall provide the minimum coverages and limits set forth below. Contractor's maintenance of insurance, its scope of coverage, and limits as required herein shall not be construed to limit the liability of the Contractor to the coverage provided by such insurance, or otherwise limit the City's recourse to any remedy available at law or in equity.
- B. All deductibles and self-insured retentions must be disclosed and are subject to approval by the City. The cost of any claim payments falling within the deductible or self-insured retention shall be the responsibility of the Contractor. In the event an additional insured incurs a liability subject to any policy's deductibles or self-insured retention, said deductibles or self-insured retention shall be the responsibility of the Contractor.
- C. Commercial General Liability
 - 1 Commercial General Liability insurance shall be written on coverage forms at least as broad as ISO occurrence form CG 00 01, including but not limited to liability arising from premises, operations, stop gap liability, independent contractors, products-completed operations, personal and advertising injury, and liability assumed under an insured contract. There shall be no exclusion for liability arising from explosion, collapse, or underground property damage.
 - 2 The Commercial General Liability insurance shall be endorsed to provide a per project general aggregate limit, using ISO form CG 25 03 05 09 or an equivalent endorsement.
 - 3 Contractor shall maintain Commercial General Liability Insurance arising out of the Contractor's completed operations for at least three years following Substantial Completion of the Work.
 - 4 Such policy must provide the following minimum limits:

\$1,000,000	Each Occurrence
\$2,000,000	General Aggregate
\$2,000,000	Products & Completed Operations Aggregate
\$1,000,000	Personal & Advertising Injury each offence
\$1,000,000	Stop Gap / Employers' Liability each accident
- D. Automobile Liability
 - 1 Automobile Liability shall cover owned, non-owned, hired, and leased vehicles; and shall be written on a coverage form at least as broad as ISO form CA 00 01. If the work involves

the transport of pollutants, the automobile liability policy shall include MCS 90 and CA 99 48 endorsements.

- 2 Such policy must provide the minimum limit of \$1,000,000 Combined single limit each accident.
- E. Workers' Compensation: The Contractor shall comply with Workers' Compensation coverage as required by the Industrial Insurance laws of the State of Washington.
- F. Excess or Umbrella Liability
- 1 The Contractor shall provide Excess or Umbrella Liability insurance with limits of not less than \$5,000,000 each occurrence and annual aggregate. This excess or umbrella liability coverage shall be excess over and as least as broad in coverage as the Contractor's Commercial General and Auto Liability insurance
 - 2 All entities listed under section 2.02 of these Special Provisions shall be named as additional insureds on the Contractor's Excess or Umbrella Liability insurance policy.
 - 3 This requirement may be satisfied instead through the Contractor's primary Commercial General and Automobile Liability coverages, or any combination thereof that achieves the overall required limits of insurance.



Memorandum

Date: 4/6/2021

Meeting of: Committee of the Whole - Parks and Human Services

File No. CM 21-111

Type: Committee Memo

TO: Committee of the Whole - Parks and Human Services

FROM: Mayor Angela Birney

DEPARTMENT DIRECTOR CONTACT(S):

Parks	Carrie Hite	425-556-2326
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DEPARTMENT STAFF:

Parks	Jeff Aken	Senior Planner
Public Works	Rob Crittenden	Senior Engineer

TITLE:

Westside Park Renovation Bids

OVERVIEW STATEMENT:

Westside Park is a 47-year-old neighborhood park in the Overlake Neighborhood which was last renovated in 1991. The purpose of this project is to upgrade the Park to improve play field drainage, construct a new playground and sport court, and install a paved path looping through the Park.

Staff received 3 bids on March 25, 2021 to construct the project and is working on certifying the low bid. Staff will be prepared to bring the award of bid forward for Council approval on April 20, 2021.

A supplemental consultant agreement with Board & Vellum Architects is needed so they can provide services to the City during construction including submittal review, response to questions from the contractor, and assistance with change orders as needed.

☐ **Additional Background Information/Description of Proposal Attached**

REQUESTED ACTION:

☒ **Receive Information**

☐ **Provide Direction**

☐ **Approve**

REQUEST RATIONALE:

- **Relevant Plans/Policies:**
Westside Park Master Plan, PARCC Plan
- **Required:**
Council approval is required to award a construction contract over \$300,000 per 2018 City Resolution 1503.

Revised Code of Washington 39.80 and City Purchasing Policies and Procedures requires Council authorization for the Mayor to sign the consultant agreement.

- **Council Request:**

N/A

- **Other Key Facts:**

Board & Vellum Architects - Contract Summary

- Consultant Agreement on 10/11/2019
 - Amount \$493,103
 - Completion date 12/31/2020
- Supplemental Agreement 1 on 11/3/2020
 - Extended completion date to 12/31/2021
- Supplemental Agreement 2 pending Council approval
 - Amount \$100,000
 - Extends completion date to 12/31/2022
- **Total Cost for All \$593,103**

OUTCOMES:

The overall park project will increase the parks use and community benefit by making it useable year around with picnic shelter, pathways, improved drainage and nature play elements.

COMMUNITY/STAKEHOLDER OUTREACH AND INVOLVEMENT:

- **Timeline (previous or planned):**

Community Outreach for the Westside Park Master plan occurred in three open houses in late 2019 and early 2020 which helped define the layout of the Park

- **Outreach Methods and Results:**

Survey of community asking for preferred outcomes

- **Feedback Summary:**

The community was interested in seeing nature play, trail connections/wayfinding, improved sports court and a more useable lawn area.

BUDGET IMPACT:

Total Cost:

\$2.6M

Approved in current biennial budget:

☒ **Yes**

☐ **No**

☐ **N/A**

Budget Offer Number:

Part of the Healthy and Sustainable area in the Capital Improvement Program, Map #137, Overlake Investments.

Budget Priority:

Healthy and Sustainable

Other budget impacts or additional costs: ☐ Yes ☒ No ☐ N/A

If yes, explain:

N/A

Funding source(s):

Parks CIP

Budget/Funding Constraints:

N/A

☐ **Additional budget details attached**

COUNCIL REVIEW:

Previous Contact(s)

Date	Meeting	Requested Action
1/4/2021	Committee of the Whole - Parks and Human Services	Receive Information
3/24/2020	Study Session	Receive Information

Proposed Upcoming Contact(s)

Date	Meeting	Requested Action
4/20/2021	Business Meeting	Approve

Time Constraints:

Staff will bring contract to City Council on April 20, 2021 in order to start construction in late spring of 2021.

ANTICIPATED RESULT IF NOT APPROVED:

If the City Council chooses not to award the bid for this contract on April 20, 2021. it will delay construction of the project to the summer of 2022. The cost to construct next year would likely be higher.

ATTACHMENTS:

N/A



Memorandum

Date: 4/6/2021

Meeting of: Committee of the Whole - Parks and Human Services

File No. CM 21-116

Type: Committee Memo

TO: Committee of the Whole - Parks and Human Services

FROM: Mayor Angela Birney

DEPARTMENT DIRECTOR CONTACT(S):

Parks	Carrie Hite	425-556-2326
Public Works	Dave Juarez	425-556-2733

DEPARTMENT STAFF:

Parks	Loreen Hamilton	Deputy Director
Public Works	Eric Dawson	Senior Engineer

TITLE:

Redmond Senior and Community Center Update

OVERVIEW STATEMENT:

The City Council is requested to receive additional information about the demolition, design, and outreach projects for the Redmond Senior Center and Community Center.

At the October 22, 2020 Special Meeting, the City Council directed staff to utilize the project budget that had been approved for Senior Center renovations to begin the design and continue public outreach for the new Senior Center and Community Center.

☒ **Additional Background Information/Description of Proposal Attached**

REQUESTED ACTION:

☒ **Receive Information**

☐ **Provide Direction**

☐ **Approve**

REQUEST RATIONALE:

- **Relevant Plans/Policies:**
 - Envision Redmond Senior Center Building Stakeholders Report March 2020
 - Redmond Community Strategic Plan
 - 2017 Community Priorities for the Future of Redmond's Community Centers Report
 - Redmond Comprehensive Plan
 - Redmond Parks, Arts, Recreation, Culture, and Conservation (PARCC) Plan
 - Redmond Facilities Strategic Management Plan

- 2017-2022 Redmond Capital Investment Program (CIP). Redmond Zoning Code 21.10.070B

- **Required:**

City Comprehensive Plan: FW-23, CC-12, PR-19, PR-35, PR-36, PR-37, PR-38, UC-19, UC-20, DT-12, and DT-15, Redmond Zoning Code-RZC 21.10.070B

- **Council Request:**

On October 22, 2020, Council provided direction to utilize the existing \$15,000,000 budget for Senior Center renovations to begin design of the new Senior and Community Center

- **Other Key Facts:**

N/A

OUTCOMES:

The desire to open a new Senior and Community Center within three years has been well documented by stakeholders, citizens, and City Council. The Council has directed staff to demolish the existing building, begin with the design process, include all stakeholder input from past efforts and to engage stakeholders, seniors, and community members as the design phase begins and progresses.

COMMUNITY/STAKEHOLDER OUTREACH AND INVOLVEMENT:

- **Timeline (previous or planned):**

01/09/20-Stakeholder Conference Call

01/15/2020-Public Meeting Facilitated by EnviroIssues and Patano

01/16/2020-Lunch Briefing with Seniors

01/23/2020-Public Meeting Facilitated by EnviroIssues and Patano

02/06/2020-RYPAC-Senior Center Discussion

02/10/2020-Community Centers Open House-Facilitated by Patano

02/24/2020-Stakeholder Meeting #1-Facilitated by EnviroIssues

03/05/2020-Stakeholder Meeting #2-Facilitated by EnviroIssues

12/14/2020-Project update for stakeholder and "Meet and Greet" with architect team

01/11/2021-Project Stakeholder Group Meeting #1

01/25/2021-Project Stakeholder Group Meeting #2

02/01/2021-Outreach to local businesses, nonprofits, partners, organizations, community members, BIPOC communities, etc leading up to Public Meetings

02/17/2021-First online questionnaire launches (closes on 3/10/2021)

02/24/2021-Virtual Public Meeting #1 (Senior focused day time & general public evening)

03/01/2021-Outreach to local businesses, nonprofits, partners, organizations, community members, BIPOC communities, etc leading up to Public Meetings

03/01/2021-Project Stakeholder Group Meeting #3

03/22/2021-Project Stakeholder Group Meeting #4

03/24/2021-Virtual Public Meeting #2 (Senior focused day time & general public evening)

03/24/2021-Second online questionnaire launches (closes on 4/3/2021)

04/26/2021-Project Stakeholder Group Meeting #5

05/24/2021-Project Stakeholder Group Meeting #6

06/21/2021-Project Stakeholder Group Meeting #7

-Parks & Trails Commission Briefing - 1st Thursday of each month

-Redmond Arts & Culture Commission Briefing - 2nd Thursday of each month

-Senior Advisory Committee Briefings - 3rd Thursday of each month

- **Outreach Methods and Results:**

Outreach Methods: public meetings, email, city newsletters, city website, lunch briefings with seniors, postcard mailers, social media posts, press releases, online surveys, results-gathered by online surveys, paper surveys, monthly Encore updates to seniors, and comment cards

- **Feedback Summary:**

Feedback included items such as build a larger facility than what exists today at the Senior Center, with the understanding that Redmond's existing recreation spaces are already underserving its senior population, as well as other demographic groups. Future growth is expected and needs to be addressed by considering future demand and trends that keep our community healthy, active, and connected across neighborhoods, ages and cultures.

BUDGET IMPACT:

Total Cost:
\$40 million

Approved in current biennial budget: ☒ Yes ☐ No ☐ N/A

Budget Offer Number:
CIP

Budget Priority:
Infrastructure, Healthy and Sustainable, Vibrant and Connected

Other budget impacts or additional costs: ☒ Yes ☐ No ☐ N/A

If yes, explain:

The City has \$17M currently set aside in the CIP. It was to fund improvements prior to the building being closed due to safety concerns. An additional \$23M would be needed to accomplish the recommendation of the Recreation Stakeholders and the feedback from the public.

Funding source(s):

CIP \$17M, request direct appropriation from State Legislature \$5M, possible partnerships, and Councilmanic bonds. Models of community investment (solar panels) are also being discussed.

Budget/Funding Constraints:

In the 2020 CIP, there is currently \$17M set aside for renovation of the Senior Center. Council has directed Staff to use this \$17M for demolition and to begin design. Staff has prioritized this project in the 2021-2026 CIP and continued to identify the original \$15M set aside for this project in the CIP, plus an additional \$2M that Council identified that was programmed for debt service of the Sr. Ctr. The City will be seeking a state appropriation for this project.

☐ **Additional budget details attached**

COUNCIL REVIEW:

Previous Contact(s)

Date	Meeting	Requested Action
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Date: 4/6/2021

Meeting of: Committee of the Whole - Parks and Human Services

File No. CM 21-116

Type: Committee Memo

9/17/2019	Business Meeting	Receive Information
12/3/2019	Business Meeting	Receive Information
2/11/2020	Study Session	Receive Information
2/25/2020	Committee of the Whole - Finance, Administration, and Communications	Receive Information
3/3/2020	Committee of the Whole - Parks and Human Services	Receive Information
6/2/2020	Committee of the Whole - Parks and Human Services	Receive Information
6/23/2020	Study Session	Receive Information
7/7/2020	Committee of the Whole - Parks and Human Services	Receive Information
7/28/2020	Study Session	Receive Information
8/4/2020	Committee of the Whole - Parks and Human Services	Receive Information
8/11/2020	Committee of the Whole - Planning and Public Works	Provide Direction
9/1/2020	Committee of the Whole - Parks and Human Services	Provide Direction
9/15/2020	Business Meeting	Approve
10/22/2020	Special Meeting	Approve
12/1/2020	Committee of the Whole - Parks and Human Services	Receive Information
1/5/2021	Committee of the Whole - Parks and Human Services	Approve
1/19/2021	Business Meeting	Approve
2/9/2021	Committee of the Whole - Planning and Public Works	Approve
2/16/2021	Business Meeting	Approve
3/9/2021	Study Session	Receive Information

Proposed Upcoming Contact(s)

Date	Meeting	Requested Action
04/20/2021	Business Meeting	Receive Information
04/20/2021	Business Meeting	Approve
05/04/2021	Committee of the Whole - Parks and Human Services	Receive Information
06/01/2021	Committee of the Whole - Parks and Human Services	Receive Information
06/22/2021	Study Session	Receive Information
07/06/2021	Committee of the Whole - Parks and Human Services	Receive Information
07/06/2021	Business Meeting	Provide Direction
07/20/2021	Business Meeting	Approve
08/03/2021	Committee of the Whole - Parks and Human Services	Receive Information
09/07/2021	Committee of the Whole - Parks and Human Services	Receive Information
10/05/2021	Committee of the Whole - Parks and Human Services	Receive Information
11/02/2021	Committee of the Whole - Parks and Human Services	Receive Information
12/07/2021	Committee of the Whole - Parks and Human Services	Receive Information

Time Constraints:

N/A

ANTICIPATED RESULT IF NOT APPROVED:

N/A

ATTACHMENTS:

Attachment A - Project Status Update Memo



TO: Committee of the Whole - Parks and Human Services

FROM: Mayor Angela Birney

DATE: April 6, 2021

DEPARTMENT DIRECTOR CONTACT(S):

Parks	Carrie Hite	425-556-2326
Public Works	Dave Juarez	425-556-2733

DEPARTMENT STAFF:

Parks	Loreen Hamilton	Deputy Director
Public Works	Eric Dawson	Senior Engineer

TITLE:

Redmond Senior and Community Center Update

COMMUNITY OUTREACH:

The community outreach on this project has been very robust and will continue through the design development. We will incorporate feedback throughout the design process. This past and future outreach will inform our schematic (and final) design as we move forward.

The Opsis architecture team includes the local firm Envirolssues (EI) and Alison Peters. Envirolssues and Alison Peters has been leading the past outreach efforts from 2016 and is familiar to our stakeholders and community. A robust community engagement plan has been created in collaboration with City staff that includes briefings to the community and commissions, virtual open houses, online questionnaires, social media, a project inbox and website.

Community involvement in February and March involved over 1,500 individuals through virtual public meetings, an online questionnaire, continued briefings, and the project website and inbox. The following themes emerged through February's community involvement:

- 85% of respondents supported a larger (approximately 40,000 sq ft) facility;
- Fitness classes (81%), outdoor events (70%), and senior programs (66%) were the highest rated programs by respondents;
- Over 90% of respondents rated sustainability as moderately to very highly important to the project;

These themes and priorities do not have statistically significant differences based on the age of respondents.

A second set of virtual public meetings were held at the end of March where program adjacencies and the project timeline was shared with the public. Feedback from these public meetings included:

- Attendees shared appreciation that expressed needs and wishes (e.g. a senior entry, flexible program areas, senior areas on the first floor) had been integrated into the building adjacencies shown.

- Flexible program areas such as the Community Room can serve more people and wider range of programs and are becoming more widely understood by all populations.
- There is excitement building at seeing the forthcoming floor plans.
- The 2019 Senior Center program data (enrollment figures, program offerings) is important in the context of what the public believes should inform the building concept. Public perceptions are mixed (i.e. differing on room size and adjacencies) and the public generally does not understand past building operations.
- The seniors-only meeting focused heavily on senior designated program areas.
- The all-ages meeting focused more on the urgent need for meeting space, active recreation programs, programming schedule, partner offerings, and outdoor spaces.

Additionally, a second online questionnaire launched on March 24 and will remain open through April 7. This questionnaire looks to receive feedback on the proposed program areas, adjacencies of these spaces, and to ensure the community sees the priorities for seniors and the community are reflected in the proposed Redmond Senior and Community Center. Analysis of this data will be brought to City Council on April 20, 2021 during the Redmond Senior and Community Center Briefing in the Regular Business Meeting.

Community involvement efforts have included the following to date:

- Virtual public meetings (senior-only and all ages) – over 300 attendees
- Outreach to recreation participants, contractors, community partners, BIPOC community groups, nonprofits, businesses, and residents
- Senior specific outreach including phone calls, Encore newsletter updates, senior-focused facts sheets and comment cards, Senior Advisory Committee meeting with architects, and postcard mailing
- Posters and contact cards distributed to over 40 local businesses
- 4 Stakeholder Group Meetings
- 8 community briefings

The next Stakeholder Meeting is April 26, 2021. City Council will receive a preliminary design concept and cost estimate in the Business Meeting on April 20, 2021.

UPCOMING COUNCIL TOUCHPOINTS (Next 30 days):

- April 20, 2021 – City Council Business Meeting – Preliminary Design Concept & Cost Estimate



Memorandum

Date: 4/6/2021

Meeting of: Committee of the Whole - Parks and Human Services

File No. CM 21-118

Type: Committee Memo

TO: Committee of the Whole - Parks and Human Services

FROM: Mayor Angela Birney

DEPARTMENT DIRECTOR CONTACT(S):

Parks	Carrie Hite	425-556-2326
Public Works	David Juarez	425-556-2733

DEPARTMENT STAFF:

Parks	Jeff Aken	Senior Park Planner
Public Works	Eric Dawson	Senior Engineer

TITLE:

Redmond Senior & Community Center Partnership Process

OVERVIEW STATEMENT:

Review of the process to identify potential capital partners for the RSCC and the recommended partner.

☒ **Additional Background Information/Description of Proposal Attached**

REQUESTED ACTION:

☐ **Receive Information**

☒ **Provide Direction**

☐ **Approve**

REQUEST RATIONALE:

- **Relevant Plans/Policies:**
- Envision Redmond Senior Center Building Stakeholders Report March 2020.
- Redmond Community Strategic Plan.
- 2017 Community Priorities for the Future of Redmond's Community Centers Report.
- Redmond Comprehensive Plan.
- Redmond Parks, Arts, Recreation, Culture, and Conservation (PARCC) Plan.
- Redmond Facilities Strategic Management Plan.
- 2017-2022 Redmond Capital Investment Program (CIP).
- Redmond Zoning Code 21.10.070B.
- **Required:**
City Comprehensive Plan: FW-23, CC-12, PR-19, PR-35, PR-36, PR-37, PR-38, UC-19, UC-20, DT-12, and DT-15,

Redmond Zoning Code-RZC 21.10.070B.

- **Council Request:**

On October 22, 2020, Council provided direction to utilize the existing \$15,000,000 budget for Senior Center renovations to begin design of the new Senior and Community Center.

- **Other Key Facts:**

N/A

OUTCOMES:

The community has expressed interest in partnerships that could be performed to provide additional, complementary benefits to the RSCC and municipal campus. The Request for Letters of Interest (RFLOI) process focused on synergy with RSCC, timing and financing.

COMMUNITY/STAKEHOLDER OUTREACH AND INVOLVEMENT:

- **Timeline (previous or planned):**

The RFLOI process was conducted from November 2020 through early March 2021.

- **Outreach Methods and Results:**

- The RFLOI request was published in Daily Journal of Commerce on November 13, 2020.
- Questions or requests for clarification were due on November 23, 2020.
- A pre-submittal conference was held on November 30, 2020.
- Letters of Interest were due on December 23, 2020.

- **Feedback Summary:**

Six letters of interest were received. For more information refer to attached memo.

BUDGET IMPACT:

Total Cost:

TBD, will be covered 100% by partner

Approved in current biennial budget:

☐ Yes

☐ No

☒ N/A

Budget Offer Number:

N/A

Budget Priority:

N/A

Other budget impacts or additional costs:

☐ Yes

☐ No

☒ N/A

If yes, explain:

N/A

Funding source(s):

Private funding

Budget/Funding Constraints:

N/A

☐ **Additional budget details attached**

COUNCIL REVIEW:

Previous Contact(s)

Date	Meeting	Requested Action
N/A	Item has not been presented to Council	N/A

Proposed Upcoming Contact(s)

Date	Meeting	Requested Action
N/A	None proposed at this time	N/A

Time Constraints:

If we decide to move forward with a partner, we will need to move quickly to minimize any disruption to the Senior and Community Center.

ANTICIPATED RESULT IF NOT APPROVED:

If a partnership agreement is not successful, City Council could decide to go ahead without a partner or pause design of the RSCC to further explore partnership models.

ATTACHMENTS:

Attachment A: Summary Memo RSCC Partnerships



MEMO TO: Mayor Angela Birney

FROM: Carrie Hite, Parks & Recreation Director

DATE: March 15, 2021

SUBJECT: Summary of Redmond Senior & Community Center Partnership Proposals

I. PURPOSE ☒ For Info Only

II. RECOMMENDATION

Move forward with B+H Advance Strategy to develop a refined scope, timeline and mix of affordable housing types that could be accommodated at the sites along with potential lease payments to the City.

III. DEPARTMENT CONTACTS

Carrie Hite, Parks and Recreation Director	425-556-2326
Loreen Hamilton, Parks and Recreation Deputy Director	425-556-2336
Eric Dawson, Construction Project Manager	425-556-2867
Jeff Aken, Senior Park Planner	425-556-2328

IV. DESCRIPTION/BACKGROUND

Process

The *Community Priorities for the Future of Redmond's Community Centers* report in 2017 identified a strong interest in partnerships and urged the City to explore, "a variety of partnership models." In November of 2020, staff issued a broad Request for Letters of Interest (RFLOI) to understand the potential for a capital partnership at the Senior and Community Center (RSCC). The site on municipal campus allows up to five stories, so a potential partner could add an additional 3 floors on top of the planned RSCC or potentially a second building at the site. The RFLOI was posted in November, an information session was offered for interested respondents and the LOI was due on December 23 at 4:00pm.

Six organizations responded to the RFLOI. The six respondents included the Lake Washington School District, Friends of Youth, Northwest Share, Indian Association of Western Washington, B+H Strategies and the YMCA.

Two rounds of interviews were conducted with all interested respondents. The first round consisted of phone interviews with Park Planning staff and the Construction Project Manager. Five of the six respondents participated, with the YMCA withdrawing

after learning more about the proposal and specific desire for capital projects (not provision of services).

A second round of panel interviews were conducted with the Parks & Recreation Director and Deputy Director, members of the Senior Advisory and Parks & Trails Commission, Construction Consultant, Construction Project Manager and Park Planner. All five remaining respondents were invited to present to this panel and four interviews were conducted the week of March 1, 2021. The Indian Association of Western Washington did not respond to the interview request.

The priorities of the interview panel included:

- Synergy/compatibility Redmond Senior & Community Center
- Project Timing (to not delay the RSCC)
- Financing

Analysis

B+H Advance Strategy

B+H proposed a combination of affordable housing and community amenities on the site and acknowledged the need for senior affordable housing and the synergy that could provide with the RSCC. They proposed modular construction to create minimal disruption to the RSCC and interest in potentially developing a second phase in the north parking lot. The initial activity in the proposal would be a workshop with City staff and other stakeholders. The workshop would be to evaluate what mix of housing and amenities would work best based on timing, funding, and community needs and opportunities.

Evaluation:

B+H was the consensus choice of the panel. They showed flexibility and creativity to address community needs at the site with senior affordable housing, partners that have experience building both workforce and low-income housing and a process to develop scenarios that will help the City better understand the opportunities.

Lake Washington School District (LWSD)

LWSD proposed an urban school facility that could accommodate 400-800 students (primary or secondary) with flexible, adaptive, and creative learning spaces to serve the growing needs of the district. They were also interested in shared space including the gymnasium, kitchen/dining, lobby, and outdoor amenities. They would work with Opsis architects and preferred using the City's builder (Absher). Financing was dependent on a bond in earlier 2022 with a levy as an alternative. The district is familiar with GC/CM and has used it on many projects.

Evaluation:

While LWSD was well positioned in terms of timing, GC/CM contracting, and the design and construction team, the panel expressed concerns over the synergy with the RSCC and the District's need for shared space (gym, cafeteria etc.) vs. the community needs during those same periods of the day. The panel was also concerned that LWSD's proposal was dependent on a 2022 ballot measure and the potential impacts if it was not approved by voters.

Friends of Youth (FOY)

FOY proposed 10,000-15,000 square feet of space to serve youth and young adults ages 16-24. This space would include offices, commercial kitchen, bathroom/showers, computer space, temporary shelter space (30 beds) and storage areas. FOY would be interested in opportunities to share space, such as gym or classrooms. The center would serve approximately 1800-2000 young adults per year. FOY would look at funds through the Housing Trust Fund, capital campaign and other sources. They are seeking to replace space they are losing by April 2023.

Evaluation:

Friends of Youth proposal had many benefits for the community but didn't align with the RSCC in terms of timing and financing. The smaller footprint, a less developed proposal and uncertainty over funding models held their proposal back.

Northwest Share

Northwest Share proposed a variety of operational partnership ideas around meals, community events, arts and engagement. The capital partnership proposal centered on a juice bar/snack bar that would serve patrons of the RSCC and offer healthy, vegetarian snacks for 500-1000 people per day. This would use around 1500 square feet and would ideally be located on the first floor of the RSCC. NW Share has funding available and would work through the City's process to have snack bar included in emerging designs/space planning.

Evaluation:

NW Share provided many examples of future operational partnerships including hosting events and opportunities to provide food and cultural events to both seniors and the community at large. The snack bar concept does not fit into current space planning for the RSCC and has potential procurement challenges.

Indian Association of Western Washington (IAWW)

IAWW proposed 40-60 one-bedroom apartment units for senior living along with a variety of community needs including a gathering hall for 200 occupants, conference rooms, satellite healthcare space in partnership with hospitals, childcare facilities, café, and reception hall. Proposed funding includes grants, endowments, private funding, and non-profit partnerships for the apartment component. IAWW did not respond to the invitation to present to the interview panel.

Evaluation:

IAWW did not respond to multiple requests to participate in the panel interviews

V. TIME CONSTRAINTS

The RSCC project team would like to have B+H Advance Strategy start to refine their scope, the affordability scenarios and timeline as soon as possible. To avoid any delay in the RSCC schedule, the partner's concepts must start to be incorporated into the project design before the schematic design is complete in July 2021.

VI. LIST OF ATTACHMENTS

Attachment A: B+H Advance Strategy Letter of Interest