

**REGULAR MEETING NOTICE/AGENDA OF THE  
Northeast Public Development Authority**

**MEETING OF Friday, May 10th, 2024,  
10:30 A.M. – Northeast Community Center**

A regular meeting of the Northeast Public Development Authority will be held at **10:30 A.M. on Friday, May 10th, 2024**, at the Northeast Community Center – 4001 North Cook Street.

The meeting will be conducted in a regular format and will be open to the public. Public testimony will be taken, and discussion will be limited to appropriate officials and staff.

**Executive Session**

At any time during or after the regular agenda, the NEPDA Board may choose to adjourn into Executive Session for the purpose of discussing privileged legal matters. This portion of the meeting would be closed to the public.

# **NORTHEAST PUBLIC DEVELOPMENT AUTHORITY (NEPDA) REGULAR BOARD MEETING AGENDA**

**Date:** May 10th, 2024

**Time:** 10:30 am to 12:00 pm (Pacific Time)

**Location:** Northeast Community Center - 4001 N Cook St., South Room (lower level), or virtual via Zoom

**Join Zoom Meeting:**

<https://zoom.us/j/5453150461?pwd=VWUzRTg2Y3I5dGhRcVNJS2pCeW8yZz09>

**Attendees:** Northeast Public Development Authority Board of Directors, Staff, Invitees and Guests

## **Discussion Items:**

10:30 am - 10:35 am

### **Welcome and Introductions**

#### **Approval of Minutes:**

Approval of meeting minutes from April 12<sup>th</sup>, 2024

#### **Public Comment**

10:35 am - 11:05 am

### **Owner's Representative RFQ**

1. Review responses and scoring
2. Discussion and award

**Action Item: Resolution No. 2024-004: A RESOLUTION** of the Northeast Public Development Authority (the "NEPDA") Board of Directors awarding a professional services agreement to [NAME] for on-call Design/Construction Management and Owner's Representative services.

11:05 am - 11:25 am

### **NEPDA Office Lease**

1. Review property and deal terms
2. Discussion and action

**Action Item: Resolution No. 2024-005: A RESOLUTION** of the Northeast Public Development Authority (the "NEPDA") Board of Directors to authorize the Executive Director to enter into a commercial lease agreement for office space at 5006 N. Market Street in Spokane.

11:25 am - 11:45 am

### **Office Occupancy Costs**

1. Review projected occupancy budget
2. Discussion and possible action

**Possible Action Item: Resolution No. 2024-006: A RESOLUTION** of the Northeast Public Development Authority (the "NEPDA") Board of Directors amending the NEPDA's 2024 Budget

11:45 am - 12:00 pm

**General Matters**

1. Financials review
2. Infrastructure projects update
3. Hillyard cleanup project – weeding scope
4. East Hillyard industrial projects
5. Upcoming procurements
  - a. Marketing
  - b. Managed IT
6. Gonzaga summer intern

12:00 pm

**Other Business, Closing**

**Next Meeting:** June 14th, 2024, 10:30 am - 12:00 pm

**DISCLOSURES**

**AMERICANS WITH DISABILITIES ACT (ADA) INFORMATION:** The City of Spokane is committed to providing equal access to its facilities, programs and services for persons with disabilities. Individuals requesting reasonable accommodations or further information may call, write, or email Risk Management at 509.625.6221, 808 W. Spokane Falls Blvd, Spokane, WA, 99201; or [mLOWmaster@spokanecity.org](mailto:mLOWmaster@spokanecity.org). Persons who are deaf or hard of hearing may contact Risk Management through the Washington Relay Service at 7-1-1. Please contact us forty-eight (48) hours before the meeting date.

**EXECUTIVE SESSION:** An Executive Session may be called during the meeting. The purpose must be announced and is limited by RCW 42.30.110. Examples include: (1) to discuss with legal counsel litigation, potential litigation and/or legal risks (RCW 42.30.110(1)(i)); (2) to consider the acquisition of real estate by lease or purchase when public knowledge regarding such consideration would cause a likelihood of increased price (RCW 42.30.110(1)(b)); and (3) to consider the minimum price at which real estate will be offered for sale or lease when public knowledge regarding such consideration would cause a likelihood of decreased price (final action selling or leasing public property shall be taken in a meeting open to the public)(RCW 42.30.110(1)(c)).

## NORTHEAST PUBLIC DEVELOPMENT AUTHORITY

**Date:** April 12<sup>th</sup>, 2024

**Meeting Time:** 10:30 am

**Location:** Northeast Community Center, South Room, or virtual via Zoom

---

### Attendees

#### NEPDA Board of Directors

- Chair Michael Cathcart
- Vice-chair Josh Kerns
- Scott Simmons
- Cheryl Stewart
- Shelli Sonderen

#### Board Members Absent

- Marlene Feist
- Melanie Rose

#### Board Staff

- Jesse Bank, Executive Director
- Megan Clark, Legal Counsel

#### Guests

- Amanda Beck, City of Spokane
- Shae Blackwell, City of Spokane

### Welcome and Introductions

Chair Cathcart called the meeting to order at 10:30am.

### Public Comment

No public comments.

### Approval of Minutes

1. Chair Cathcart noted that a quorum was present and called for a motion approving the minutes of the March 8<sup>th</sup> NEPDA board meeting. A motion was made by member Simmons and seconded by Vice Chair Kerns. A vote was taken and passed unanimously.

### 3011 Wellesley Project

1. ED Bank announced that the property transaction closed and was recorded effective April 2<sup>nd</sup>.
2. ED Also announced the release of an RFQ to procure Owners Representative services, and briefly reminded the board of the purpose in soliciting those services, as well as discussed how the

services were presented in the document. Discussion ensued. ED concluded by letting the board know proposals are due at the end of April and the intent is to review proposals and award a contract at the May board meeting.

3. ED discussed scheduling and fund-raising impacts of bringing in an Owner's Representative and pursuing PRC approval for alternative delivery method procurement. Discussion ensued.
4. ED Noted that while the state legislative capital ask for the childcare facility had been declined in the 2024 session, the group was advised to re-submit in 2025. Additionally, a Congressionally-directed spending request has been submitted for the project. Questions were asked and answered, discussion ensued.

### **NEPDA Office Discussion**

1. ED reminded board members that there is a pressing need for the NEPDA to locate a new office in order to begin hiring staff support. A variety of options have presented themselves. ED described the possible options and the financial implications of each.
2. A discussion of the importance of physical presence in the neighborhood ensued, followed by a further discussion of available spaces.
3. ED discussed additional cost implications of bringing on staff and building out an office – however temporary – that were not contemplated in the 2024 budget. These items generally center around IT, phones, computers, software, and videoconferencing tools. These tools are in place but have not been reviewed during current ED's tenure and are ripe for re-assessment and targeted updates. ED Let members know that the plan is to issue an RFP for managed IT services in the near term and any developments on that front will be shared at subsequent board meetings.

### **Marketing**

1. ED let members know that Tilladelse, the current marketing partner for the NEPDA, has given notice that it is shifting business models and will no longer be able to serve the organization's marketing needs beyond the currently approved scope.
  - a. This will require moving to a new marketing partner locally and a subsequent procurement effort in the coming months.
  - b. There is also an opportunity to use a Gonzaga intern to assist in drafting marketing/comms strategy.
2. ED has submitted content updates to Tilladelse so that the site can be updated prior to termination of the relationship.
3. As a function of these content updates, ED recommended to board members that the organization move away from the existing "Make it Spokane" branding, to be replaced simply with "Northeast PDA." Discussion ensued, and the general consensus was that there was little embrace of the existing name in the market and it caused some confusion as to what the NEPDA is. The board was supportive of this direction.
  - a. Megan Clark notified the board that we are holding a trademark on the Make it Spokane name and have invested significant time and effort in maintaining that trademark.
  - b. There was some discussion about whether to make a formal motion regarding this branding change and that will be discussed at a subsequent board meeting.

### **Neighborhood Cleanup Project**

1. ED reminded board members about the genesis of the project and let them know that it is now underway. Based on a conversation with the service provider, it sounds like the project is going well and that business owners are beginning to take note of the effort.
2. Service provider has a proposal on the table to provide additional weeding services.
3. NEPDA will be submitting application to "adopt" the Children of the Sun Trail through Hillyard. This was necessary in order to allow our service provider to keep the trail clean going forward. There is a community-planned cleanup effort for the trail mid-month and the service provider will begin trail work once that is complete.

4. This is further branding and community good-will building and will reflect well on the organization in the long term.

### **City ARP BID Funding**

1. Chair Cathcart provided an update on the City's decision-making with respect to the \$2.5m in ARP funds that were earmarked to be used for neighborhood Business Improvement District formation, among other projects.
  - a. This was the subject of the BDS Planning study presented at the March board meeting.
2. The latest thinking, given budgeting challenges at the city, is that the amount will be reduced to \$2m and will be divided equally among the four neighborhoods in the program. The City could then contract with the PDA to be used to create the improvement district. Discussion ensued.

### **Executive Director Update**

1. ED reviewed the March 2024 financials
  - a. Some progress has been reported in estimating proceeds from New Construction Sales Taxes. ED expects to invoice City/County soon.
  - b. ED reported ongoing discussions with accountant about how expenses will be tracked going forward – whether they are tracked by category or by project.
2. ED announced the commencement of WSDOT's NSC surplus property redevelopment program. ED participated in a call with WSDOT staff to discuss the project, the target site for the pilot program at Wellesley and Market, and what involvement the PDA should have in the project moving forward. ED felt that the PDA would be better positioned to guide the development of that project rather than propose as a possible developer, for a variety of reasons which were discussed. Discussion ensued and the board concurred with the decision.
3. ED announced discussions with a possible project to be located on the BNSF site in east Hillyard, as well as anecdotal information about new deals and projects in the pipeline.
4. ED announced the official ribbon-cutting for the Children of the Sun Trail takes place June 21<sup>st</sup>, time and place TBD.

### **Other Business**

No other business was reported

### **Notable items, Around the Room, Closing**

There were no additional comments. Chair Cathcart adjourned the meeting at 11:45 am.

---

### **NEXT MEETING**

May 10<sup>th</sup>, 2024, 10:30 – 12:00 PM, Northeast Community Center (4001 N. Cook St.) or virtual via Zoom

**Northeast Public Development Authority**  
**Profit & Loss**  
 April 2024

	Apr 24
<b>Ordinary Income/Expense</b>	
<b>Income</b>	
3370000 · Local Grants, Entitlements	
3370040 · Property Taxes	19,440.62
3370050 · SCIP Interest	1,617.07
<b>Total 3370000 · Local Grants, Entitlements</b>	<b>21,057.69</b>
<b>Total Income</b>	<b>21,057.69</b>
<b>Expense</b>	
5587010 · Wages	10,000.00
5587020 · Payroll Expenses	
FICA	794.96
PFML	0.00
FUTA	0.00
Life and Disability	64.34
Health Insurance	341.54
<b>Total 5587020 · Payroll Expenses</b>	<b>1,200.84</b>
5587030 · Office Supplies & Software	
Community Maintenance Services	801.15
Repairs & Maintenance	68.00
5587030 · Office Supplies & Software - Other	83.91
<b>Total 5587030 · Office Supplies &amp; Software</b>	<b>953.06</b>
5587040 · Legal & Professional Services	
WA Audit expenses	765.05
Accounting Fees	793.20
Advertising & Marketing	398.00
Legal Fees	1,834.75
<b>Total 5587040 · Legal &amp; Professional Services</b>	<b>3,791.00</b>
5587041 · Travel	
Parking	12.00
Meals & Entertainment	124.63
5587041 · Travel - Other	14.99
<b>Total 5587041 · Travel</b>	<b>151.62</b>
5587044 · Communications	
Telephone, Telecommunications	50.00
<b>Total 5587044 · Communications</b>	<b>50.00</b>
5587046 · Rent & Lease	125.00
5587047 · Other Business Expenses	
Bank Fees	24.83
Dues & Subscriptions	75.00
<b>Total 5587047 · Other Business Expenses</b>	<b>99.83</b>
<b>Total Expense</b>	<b>16,371.35</b>
<b>Net Ordinary Income</b>	<b>4,686.34</b>
<b>Other Income/Expense</b>	
<b>Other Income</b>	
3614000 · Interest Earned	126.22
<b>Total Other Income</b>	<b>126.22</b>
<b>Net Other Income</b>	<b>126.22</b>
<b>Net Income</b>	<b>4,812.56</b>

These financial statements have not been subjected to an audit or review or compilation engagement, and no assurance is provided on them

## Northeast Public Development Authority

## Profit &amp; Loss

January through April 2024

	Jan - Apr 24
<b>Ordinary Income/Expense</b>	
<b>Income</b>	
3370000 · Local Grants, Entitlements	
3370100 · State - Dept. of Ecology	38,861.13
3370010 · Sales Tax - County	23,705.21
3370040 · Property Taxes	19,440.62
3370050 · SCIP Interest	9,478.14
<b>Total 3370000 · Local Grants, Entitlements</b>	<b>91,485.10</b>
<b>Total Income</b>	<b>91,485.10</b>
<b>Expense</b>	
5587010 · Wages	45,000.00
5587020 · Payroll Expenses	
FICA	3,577.29
PFML	0.00
FUTA	420.00
Life and Disability	257.36
Health Insurance	1,366.16
5587020 · Payroll Expenses - Other	170.77
<b>Total 5587020 · Payroll Expenses</b>	<b>5,791.58</b>
5587030 · Office Supplies & Software	
Community Maintenance Services	801.15
Repairs & Maintenance	68.00
Office Supplies	108.99
Printing and Copying	15.04
5587030 · Office Supplies & Software - Other	330.19
<b>Total 5587030 · Office Supplies &amp; Software</b>	<b>1,323.37</b>
5587040 · Legal & Professional Services	
WA Audit expenses	765.05
Accounting Fees	3,480.80
Advertising & Marketing	995.00
Legal Fees	6,547.30
Outside Contract Services	39,034.39
5587040 · Legal & Professional Services - Other	850.50
<b>Total 5587040 · Legal &amp; Professional Services</b>	<b>51,673.04</b>
5587041 · Travel	
Parking	51.50
Meals & Entertainment	141.71
5587041 · Travel - Other	14.99
<b>Total 5587041 · Travel</b>	<b>208.20</b>
5587044 · Communications	
Telephone, Telecommunications	225.00
<b>Total 5587044 · Communications</b>	<b>225.00</b>
5587046 · Rent & Lease	500.00
5587047 · Other Business Expenses	
Document Recording Fee	304.50
Tax & Licenses	1,400.00
Bank Fees	144.85
Dues & Subscriptions	
Library CoStar Membership	1,290.00
Dues & Subscriptions - Other	380.02
<b>Total Dues &amp; Subscriptions</b>	<b>1,670.02</b>
<b>Total 5587047 · Other Business Expenses</b>	<b>3,519.37</b>
<b>Total Expense</b>	<b>108,240.56</b>
<b>Net Ordinary Income</b>	<b>-16,755.46</b>
<b>Other Income/Expense</b>	
<b>Other Income</b>	



**Northeast Public Development Authority**  
**Profit & Loss**  
January through April 2024

---

	Jan - Apr 24
3614000 · Interest Earned	622.37
Total Other Income	622.37
Net Other Income	622.37
Net Income	<u><u>-16,133.09</u></u>

These financial statements have not been subjected to an audit or review or compilation engagement, and no assurance is provided on them

**Northeast Public Development Authority**  
**Balance Sheet**  
 As of April 30, 2024

	Apr 30, 24
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
1115000 · Money Market 0678	120,852.06
1114000 · Spokane County Investment Pool	655,100.60
1111000 · 1111000 Checking WTB	77,359.78
<b>Total Checking/Savings</b>	853,312.44
<b>Total Current Assets</b>	853,312.44
<b>Other Assets</b>	
Conduit implementation - Welles	50,000.00
<b>Total Other Assets</b>	50,000.00
<b>TOTAL ASSETS</b>	<b>903,312.44</b>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
<b>Other Current Liabilities</b>	
24000 · Payroll Liabilities	
SUTA	88.05
PFMLA	249.21
24000 · Payroll Liabilities - Other	271.23
<b>Total 24000 · Payroll Liabilities</b>	608.49
<b>Total Other Current Liabilities</b>	608.49
<b>Total Current Liabilities</b>	608.49
<b>Total Liabilities</b>	608.49
<b>Equity</b>	
32000 · Unrestricted Net Assets	918,837.04
Net Income	-16,133.09
<b>Total Equity</b>	902,703.95
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>903,312.44</b>

These financial statements have not been subjected to an audit or review or compilation engagement, and no assurance is provided on them

**NORTHEAST PUBLIC DEVELOPMENT AUTHORITY  
RESOLUTION NO. 2024-004**

A **RESOLUTION** of the Northeast Public Development Authority (the “NEPDA”) Board of Directors awarding a professional services agreement to [NAME] for on-call Design/ Construction Management and Owner’s representative services.

**WHEREAS**, the NEPDA was originally established by City of Spokane Ordinance No. C-34813 on December 12, 2011 and reformed by the Interlocal Agreement between the City of Spokane and Spokane County through City of Spokane OPR #2019-0928 and Spokane County Resolution #19-1390 to assist the City of Spokane and Spokane County to facilitate economic development of the Northeast area of the City and County; and

**WHEREAS**, on April 1, 2024, the NEPDA issued a Request for Qualifications (RFQ) for on-call Design/ Construction Management and Owner’s representative services to [sites].

**WHEREAS**, the solicitation ended on April 30, 2024, and three responsive statement of qualifications (SOQ) were received from responsible proposer(s), Hill International, OAC Services, and Turner and Townsend Heery.

**WHEREAS**, the NEPDA Executive Director reviewed the SOQs submitted and met with the NEPDA Board to evaluate the SOQs on May 10<sup>th</sup>, 2024. The proposal evaluation was based upon criteria established by the RFQ, including: 1) Relevant project experience, 2) Project Organization and Staff Experience, 3) Project Understanding and Approach, 4) Completeness of SOQ and compliance with the RFQ, and 5) Price proposal. The evaluation results are as follows:

<b>Proposer</b>	<b>Evaluation Score</b>
Hill International	
OAC Services	
Turner and Townsend Heery	

**BE IT RESOLVED**, that pursuant to the authority provided in the NEPDA’s bylaws, policies, and procedures, the Board of Directors authorizes the Executive Director to negotiate a professional services agreement with [NAME] for on-call Design/ Construction Management and Owner’s representative services covering the remainder of calendar year 2024, extendable upon mutual agreement of the parties.

**BE IT FURTHER RESOLVED**, that the Executive Director and officers of the NEPDA are hereby authorized and directed to take all action necessary and proper to effectuate the foregoing.

**BE IT FURTHER RESOLVED**, any actions of the Executive Director, Board of Directors or staff of the NEPDA prior to the date hereof and consistent with the terms of this resolution are ratified and confirmed.

**ADOPTED** by an affirmative majority vote of the Board of the Northeast Public Development Authority on the 10th day of May 2024.

**NORTHEAST PUBLIC DEVELOPMENT AUTHORITY**

---

BOARD CHAIR

**CERTIFICATE**

I, the undersigned, Secretary of the Northeast Public Development Authority Board of Directors, a municipal corporation organized under the laws of the State of Washington, do hereby certify that the foregoing resolution was duly approved and adopted by the Board of Directors of the corporation at a meeting of the Board of Directors duly called and held on the 10<sup>th</sup> day of May 2024, at which meeting a quorum was present; and that said resolution, as set out above, will appear in the minutes of said meeting in the corporation's minute book.

DATED this \_\_\_\_\_ day of \_\_\_\_\_, 2024.

---

SECRETARY



**MAKE IT SPOKANE**

**NORTHEAST PUBLIC DEVELOPMENT AUTHORITY  
ON-CALL DESIGN/CONSTRUCTION MANAGEMENT  
AND OWNER'S REPRESENTATIVE SERVICES**

APRIL 30TH, 2024



**MAKE IT SPOKANE**

**NORTHEAST PUBLIC DEVELOPMENT AUTHORITY  
ON-CALL DESIGN/CONSTRUCTION MANAGEMENT  
AND OWNER’S REPRESENTATIVE SERVICES**

APRIL 30TH, 2024

- 1. Table of Contents
- 2. Transmittal Letter ..... 1
- 3. Qualifications .....3
  - a. Relevant Projects* .....3
  - b. Project Organization and Staff Experience* .....5
  - c. Project Understanding and Approach* .....10
  - d. Conflict of Interest* .....13
- 4. References ..... 14
- 5. Certification .....14



April 30th, 2024



Jesse Bank  
Executive Director  
Northeast Public Development Authority

**Hill International, Inc.**  
Lincoln Plaza  
818 West Riverside Avenue  
Suite 400  
Spokane, WA 99201  
Tel: 509-747-8031  
[www.hillintl.com](http://www.hillintl.com)

**Subject: Northeast Public Development Authority (NEPDA) - Statement of Qualifications (SOQ)  
On-Call Design/Construction Management and Owner's Representative Services**

Dear Mr. Bank:

As a dedicated **Project Management, Construction Management, and Owner Advisor firm**, the **Hill International, Inc. (Hill)** team's perspective offers **Northeast Public Development Authority (NEPDA)** a well-defined project approach to provide **on-call design/construction management and owner representative services** to a 3,500-acre portion of northeast Spokane. We are excited for the opportunity to assist a great organization in continuing their vision.

Hill is an international construction consulting firm that provides program and project management, construction management, cost engineering and estimating, quality assurance, inspection, scheduling, risk management, and claims avoidance to clients involved in major construction projects worldwide. Hill has participated in over 90,000 project assignments with a total construction value of more than \$1 trillion. Hill employs approximately 3,400 professionals and support personnel in local offices around the world. Hill's local office in Spokane is located at Lincoln Plaza, 818 West Riverside Avenue Suite 400, Spokane, WA, 99201.

MORE THAN <b>35</b> LOCAL PROFESSIONALS	LOCAL OFFICES IN <b>+2</b> SEATTLE & SPOKANE	PARTICIPATED ON MORE THAN <b>430+</b> PROJECTS FOR PUBLIC AGENCIES	WASHINGTON OFFICES PARTICIPATED ON PROJECTS RANGING IN VALUE <b>\$10K-\$3B</b>
---	--	--	--

What sets this team apart is our boots-on-the-ground expertise. Our design/construction management and owner's representative key personnel bring extensive industry experience in various roles, acquired prior to wearing the owner advisor hat. This allows us a unique perspective compared to many other owner advisors, as we have been in the field and worn the shoes of the teams we are helping manage.

With over 30 public and private alternative delivery projects in the last five years, this Hill team has helped owners gain approval for 20 projects from the Washington State Capital Projects Advisory Review Board (CPARB) Project Review Committee (PRC). With 16 active progressive design build (PDB) projects (11 in Eastern Washington), along with five active GC/CM projects, we bring both experience and a commitment to excellence in alternative delivery.

The proposed team are considered key staff to this effort by Hill:

● **Becky Blankenship, FDBIA, Principal-in-Charge | 360 Degree Perspective.** Becky is a clear choice to serve as Principal-in-Charge as she brings a **360-degree perspective**, drawing on her experience with alternative delivery contracts, from roles as a general contractor, architectural project manager, owner's representative, and public works staff augmentee. Becky has coached multiple design-builders and owners through their first PDB projects, with an emphasis on developing a collaborative environment and maintaining best practices.

● **Colin Anderson, DBIA, Design/Preconstruction Manager, Primary Point of Contact | Designer's Perspective.** Colin is uniquely suited to serve as the **Design/Preconstruction Manager and primary point of contact** based on his background as a lead architectural designer and project manager. He has designed numerous community focused, alternative delivery projects valued over \$250 Million. Colin brings the **designer perspective** with his deep experience in alternative delivery, validation, pull planning and Target Value Design.



● **Patrick McCord, DBIA, Program and Construction Manager | Contractor's Perspective.** Patrick will bring his unique **contractor's perspective** as your **Program and Construction Manager** based on his background as a contractor and leading local, community-based building projects. He has managed projects starting from preconstruction through construction and close-out phases, with a focus on maintaining budget and schedule, and effective risk management.

● **Stacy Shewell, PMP, DBIA, Director of Project Delivery | Owner's Perspective.** Stacy provides a unique **owner's perspective** having worked directly for the City of Spokane as well as assisting over 10 owners in navigating the PRC with 100% success. Stacy is renowned for her expertise in alternative project delivery methods with a rich portfolio encompassing over 25 progressive and traditional design-build and GC/CM projects valued at over \$2 billion.

We welcome the opportunity to work with the Northeast Public Development Authority (NEPDA) and appreciate consideration of our Statement of Qualifications. Should you have questions or require additional information, the primary contact for this contract will be Colin Anderson, VP Operations Spokane, at 509-953-8813 or colinanderson@hillintl.com.

Sincerely,



**Signatory Authority:** Rebecca (Becky) Blankenship, DBIA  
First Vice President, Washington State Operations  
Mobile: 509-385-9127 | E: beckyblankenship@hillintl.com




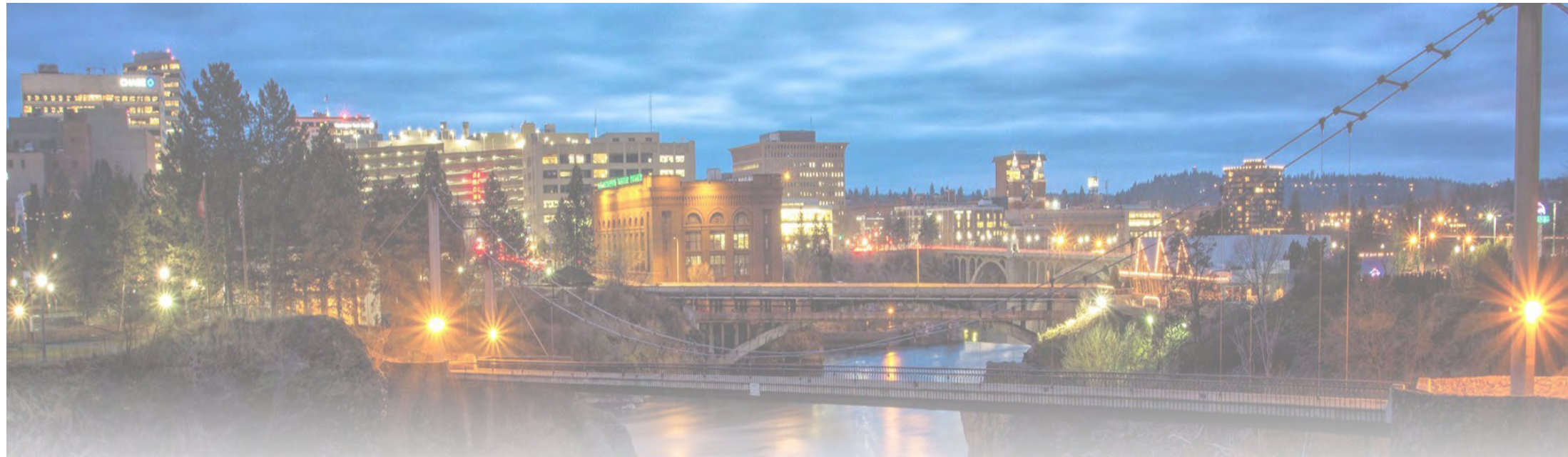
**Primary Contact:** Colin Anderson, DBIA  
Vice President, Spokane Operations  
Mobile: 509-953-8813 | E: colinanderson@hillintl.com

# QUALIFICATIONS

## A. RELEVANT PROJECTS

The following matrix demonstrates our firm's extensive experience in alternative delivery contracts/projects. Our team has a particular focus on assisting and training owners of all sizes who are new to alternative delivery methods and we have played a pivotal role in guiding numerous agencies through their inaugural alternative delivery projects. Our commitment to excellence has resulted in repeat collaborations, as agencies undertaking subsequent projects have consistently invited us back to provide our expertise. This comprehensive overview underscores our dedication to assisting owners navigate the complexities of alternative delivery methods and positions us as a valuable partner in the success of your project.

						RELEVANCY								KEY STAFF		
						Design Build	GC/CM or CM/GC	PRC Assistance	On-Call Contracts	Urban Revitalization	Similar Size	Completed or participated in within 5 years	Mixed Use Projects	Innovative Construction Practices	Colin Anderson, DBIA	Becky Blankenship, FDBIA
End Date	Project Name	Client Name and Address	Contact Name, Phone and Email Address	Short Project Description	Alternative Delivery											
Active	Library Bond	Spokane Public Libraries	Caris O'Malley, Deputy Director P: (509) 444-5310, E: comalley@spokanelibrary.org	Includes 4 renovations (Central, Indian Trail, South Hill, and Shadle Park) as well as 3 new libraries (Hillyard, Liberty Park, and The Hive). Hive and Hillyard included mixed use components in collaboration with Spokane Public Schools.	X	X		X	X	X	X	X	X	X		
Active	SPFD MSA	Spokane Public Facilities District	Melissa Coulter, Purchasing Manager P: (509) 279-7000, E: mcoulter@spokanepfd.org	Master Service Agreement with on call contracts for PM/CM and procurement services. Recent projects include: renovation of Memorial Arena 17 suites and Moss Adams. Tickets West Remodel, Convention Center Rigging and Partition upgrades.	X		X	X	X			X				
Active	New Ephrata Service Center	Grant County PUD	Nick Bare, Project Manager P: (509) 612-4959, E: nbare@gcpud.org	Master planning, desing, and construction of a new PUD service center facility in Ephrata, WA. The new center will collocate over 15 departments onto a new 30-acre greenfield site.	X		X		X	X			X	X		
Active	Central Valley Center for Recovery	Benton County	Robert Blain, Director of Operations and Capital Programs P: (509) 736-2704	Urban revitalization of vacant 135,000 SF Hospital into a recovery center. Program consists of 40,000 SF of patient rooms, community spaces, kitchen, and outdoor spaces.	X		X	X	X			X	X	X		
Active	Avista PF North Channel Rehab	Avista Corporation	Greg Crossman, Project Manager P: (509) 495-4869, E: greg.crossman@avistacorp.com	Complete renovation of the North Channel Dam. Rebuild concrete abutments, replace all taintor and sector gates as well as electrical components.		X				X		X		X		
Active	Casino and Hotel	Undisclosed Tribal	NDA with Client at this time	Progressive Design Build, 650 slot casino, and 100 room hotel for tribal client. Project includes innovative ground improvements and mass timber peeler poles.	X				X		X	X				
Active	STA On-Call	Spokane Transit Authority	Dan Wells, Deputy Director for Capital Development P: (509) 343-1695, E: dwells@spokanetransit.com	Multiple on-call projects through Coffman Engineers for STA. Projects include: Central City Line (\$25M 32 station BRT), STA plaza upgrade, and SFCC and SCC Transit centers.				X	X	X		X	X	X		

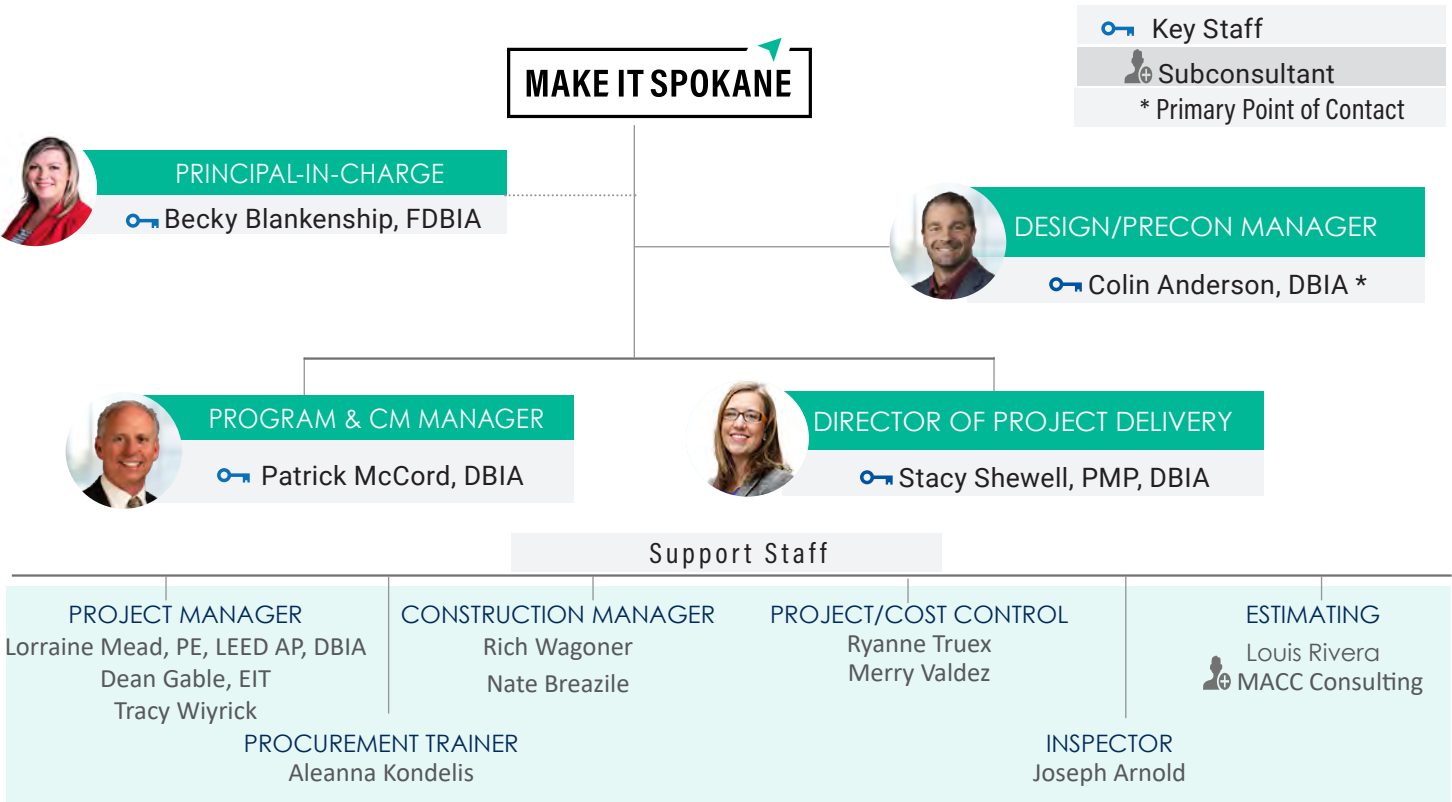


RELEVANCY										KEY STAFF		
Design Build	GC/CM or CM/GC	PRC Assistance	On-Call Contracts	Urban Revitalization	Similar Size	Completed or participated in within 5 years	Mixed Use Projects	Innovative Construction Practices	Colin Anderson, DBIA	Becky Blankenship, FDBIA	Patrick McCord, DBIA	Stacy Shewell, PMP, DBIA

End Date	Project Name	Client Name and Address	Contact Name, Phone and Email Address	Short Project Description	Alternative Delivery												
Active	WSDOT On-Call	WSDOT	Scott Marshall, HDR P: (509) 343-8523, E: scott.r.marshall@hdrinc.com	GEC contract sub contracted with HDR. Includes inspection and CM services for various civil projects.				X	X		X					X	X
Active	Administration Building	Benton REA	Missy Jasso, Facility Services P: (509) 786-8260, E: missy@bentonrea.org	New 30,000 SF Administration and Operations Building. Includes relocation of entire operations including warehousing, laydown yards, storage, and maintenance buildings	X		X			X	X				X	X	
Active	Maintenance and Operations	Spokane County	Kyle Twohig, Senior Director of Public Works P: (509) 904-5790, E: ktwohig@spokanecounty.org	New 28,000 SF Maintenance and Operations building including shops. Includes ground improvement strategies, demo, and abatement on an urban site.	X		X		X	X	X				X		
Active	Arlington Operations Complex	Snohomish County	Eric Nordstrom, Project Manager - Special Projects P: (425) 262-2806, E: eric.nordstrom@snoco.org	Redevelopment of the Public Works Arlington Operations Center site, including assessment of current operations, master planning, and construction of a new 15,000 SF administration building.	X		X				X		X		X		X
2021	Riverfront Park Pavilion	City of Spokane, Parks & Recreation	Berry Ellison, Program Manager P: (509) 625-6276, E: bellison@spokanecity.org	Modernization of the 1974 World's fair venue and creating a more inviting public space to accommodate a greater volume of visitors for both large and small community events.	X		X		X		X	X	X		X	X	
2021 Active	Fire Stations 73 & 75 & 76	City of Richland	Joe Schiessl, Deputy City Manager P: (509) 924-7778, E: jschiessl@ci.richland.wa.us	Construction of three new 10,000 SF fire stations/public safety buildings with associated site improvements.	X		X			X	X				X	X	
2021	Police Station	West Richland Police Department	Drew Woodruff, City Engineer P: (509) 967-5434, E: drew@westrichland.org	Construction of a new 22,500 SF station. Features more space for daily operations, a larger evidence room, training space that doubles as a community meeting room, and climate-controlled kennels for animal control.	X		X			X	X				X	X	
2019	City Hall	City of Richland	Joe Schiessl, Deputy City Manager P: (509) 924-7778, E: jschiessl@ci.richland.wa.us	Construction of a 44,000 SF, three-story facility with Council Chambers for 80 people, offices, conference, and support space for 96 employees.	X		X			X	X				X	X	

## B. PROJECT ORGANIZATION AND STAFF EXPERIENCE

The proposed core team has managed over 30 alternative delivery projects including PRC support. The support staff will be called upon as needed during the PSA as project requirements demand. The majority of the work will be completed from our office located in Lincoln Plaza, 818 West Riverside Avenue Suite 400, Spokane, WA, 99201.



### INTRODUCTION TO KEY STAFF

- **Becky Blankenship, DBIA, Principal-in-Charge** | Becky will work directly with NEPDA leadership and coordinate with her key management and technical leads to identify and define assignments and expertise for all phases.
- **Colin Anderson, DBIA, Design/Preconstruction Manager** | As VP of Operations in Spokane, Colin will serve as the Design/Preconstruction Manager and primary point of contact for the Northeast Public Development Authority (NEPDA). He will be advising NEPDA throughout each phase, while helping the designers work through efficient and creative solutions while exceeding the project goals. Colin’s role will identify and manage project risks, providing programming/design oversight, and cost controls.
- **Stacy Shewell, PMP, DBIA, Director of Project Delivery** | Stacy will be the primary point for PRC approval as well as leading procurement of Alternative Delivery teams including RFQ/RFP and validation phases. She will also assist in managing the Alternative Delivery contracts, team deliverables, and amendments.
- **Patrick McCord, DBIA, Program and Construction Manager** | Patrick will work directly with NEPDA to manage the project across phases and disciplines. During design phases, Patrick will provide constructability review of the documents produced by the design team. During construction he will provide day-to-day CM services and will serve as the liaison between NEPDA and the contractor. He will conduct site observations, and assist in cost controls, in addition to oversight of the team and overall project delivery.

Resumes from our key staff are provided in the following pages:

## REBECCA BLANKENSHIP, FDBIA

### Principal-in-Charge

Rebecca (Becky) Blankenship has more than 34 years of experience in civil engineering, architecture, and construction management. Becky has assisted owners and guided project teams through a wide variety of projects including both new construction and renovations of convention centers, higher education facilities, healthcare facilities, and a variety of municipal facilities. Becky's expertise includes alternate project delivery methods, program and design management, contract management, troubled project turnaround and construction risk management.

### City of Spokane, Parks & Rec, Riverfront Park Redevelopment, Closeout-Project Support

Becky joined the project team at the tail end of construction and assisted with project closeout.

### City of Richland, Richland Fire Station Nos. 73 & 75, PDB Advisor

Becky provided PDB advisory services for the construction of two new fire stations/public safety buildings. She assisted the owner in developing the initial project budget, establishing program requirements and project goals, and preparation for presentation to the PRC. She developed the RFQ and RFP documents and assisted the owner in managing the procurement of the PDB team.

### Boardman Rural Fire District, Fire Station 81, PDB Advisor

Becky provided advisory services to manage best practices for this new 15,000 SF fire station. Becky advised on the PDB delivery process, prepared RFQ and RFP documents, and facilitated the procurement process. She worked to identify project goals, program requirements, verification of the GMP and the target project schedule.

### City of West Richland, Police Station, PM/PDB Advisor

Becky served as the PDB advisor and Project Manager for this construction of a new 23,000 SF police station. She prepared RFQ and RFP documents, managed the procurement process, facilitated partnering sessions and development of the project charter, and oversaw the design phase of the project.

### North Mason Fire Authority Headquarters Fire Station, PM/PDB Advisor

Becky provided PDB advisory services and served as the Construction Manager for the construction of a new Headquarters Fire Station and development of the 3.5 acre project site. She prepared RFQ and RFP documents, managed the procurement process, facilitated partnering sessions and development of the project charter, and oversaw the design phase of the project.

### Morrow County, County Admin Building, Project Manager

Becky provided project management, technical advice, and owner's representative services for the new 12,000 SF PDB administration building. She assisted in the required public procurement processes, assisted in the development of a PDB procurement, and oversaw the design and construction process.

### City of Richland, City Hall, Construction Project Manager

Becky led the successful design and construction of this 44,000 SF facility. She managed the DB process from preconstruction through mid-construction, facilitating coordination among designers and subcontractors to meet the target GMP.



10 years Owner's Rep/  
CM public experience

#### Firm

Hill International, Inc.

#### Education

Master of Science, Master of Project Engineering and Management, Montana Tech of the University of Montana, 2012

#### Registrations

DBIA Designated Professional  
DBIA College of Fellows

#### Professional Memberships

Past President - Inland Northwest Chapter of the Design Build Institute America

Current President - Central Washington Chapter of the Design Build Institute of America

Past President - Spokane Chapter of the American Institute of Architects

Past President - Lewis & Clark Chapter of the Society of American Military Engineers Washington State Legislature Reauthorization Committee

American Institute of Architects

Design-Build Institute of America

Society of American Military Engineers

Construction Specifications Institute

## COLIN ANDERSON, DBIA

### *Design/Preconstruction Manager*

Colin Anderson has 28 years of experience in the architecture, engineering, and construction industry. He spent 10 years as a lead designer and senior project manager at an established architecture firm, where he led over \$250 million in alternative delivery contracts. Prior to his architectural role, he spent 18 years in the trades, seven of which working for an integrated design-build company where he managed design and construction for numerous projects. His diverse background in architecture, construction, and technology gives him a unique perspective to see projects and processes holistically.



### **Spokane County Maintenance and Operations, Design Build Advisor and Preconstruction Manager**

This is Spokane County's first PDB alternative delivery project. Colin helped the client through the PRC as well as the procurement of Progressive Design Build teams. Colin's primary role is to oversee Phase 1 validation and design as well as help with contracting and budgeting.

- 10 years Owner's Rep/CM public experience

#### **Firm**

Hill International, Inc.

### **Central Valley Center for Recovery, Design Build Advisor and Preconstruction Manager**

This was Benton County's first Progressive Design Build. Colin assisted with the PRC application and presentation as well as leading procurement of DB teams. This project began with an evaluation of three separate building renovations, as only the budget was established with a flexible scope. Colin has been instrumental in helping the client and the Design Build team stay on task and navigate the many different stakeholders.

#### **Education**

Master of Architecture, Washington State University, 2007

Bachelor of Science, Architecture, Washington State University, 2006

Bachelor of Science, Computer Animation, Minnesota State University, 2001

### **Benton REA Administration Building, Design Build Advisor, Preconstruction Manager and Project Manager**

Not only was Benton REA new to alternative delivery, they also had never built a major capital project. Benton REA had an outdated feasibility study that early on Colin performed budget and scope alignment as well as program/space studies to redefine the project scope. The new administration building in West Richland will move the majority of their operations and staff from Prosser. The new site will consist of a 30,000 square foot admin and ops building as well as laydown, warehouse and maintenance buildings.

#### **Registrations**

DBIA Designated Professional

### **Spokane Public Facilities District, Podium (Sportsplex), Lead Designer/Project Manager**

Colin was the lead designer, project manager, and design/build lead for the design team for this state-of-the-art multipurpose facility that will host sports tournaments, practice and training, and community activities, including local, regional, and national athletic tourism and recreational events.

#### **Professional Memberships**

Past President for the Inland Northwest Chapter of the Design Build Institute America

Secretary for the DBIA NW region

### **Spokane Public Facilities District, Podium (Sportsplex), Lead Designer/Project Manager**

Colin was the lead designer, project manager, and design/build lead for the design team for this state-of-the-art multipurpose facility that will host sports tournaments, practice and training, and community activities, including local, regional, and national athletic tourism and recreational events.

#### **Awards/Honors**

Citation Award - Pyrotek Headquarters

Honor Award - Whitworth Music

Citation Award - Whitworth Chapel

AIA Honor Award, Podium

AIA Merit Award, Northern Quest Hotel

### **Spokane PFD, First Interstate Performing Arts Renovations, Spokane, WA, Lead Designer/Project Manager**

Colin was the lead designer and project manager for complex renovation of an original 1974 opera house. He spent many hours on-site with the superintendent crawling through maintenance tunnels to find creative solutions to solve the ADA and safety issues. His ability to solve many infrastructure concerns without compromising the classic architecture of the building was a huge success.

## PATRICK MCCORD, DBIA

### *Program and Construction Manager*

Patrick McCord has more than 37 years of construction industry experience as a project manager and estimator for traditional and alternative project delivery. His expertise includes contract administration, scheduling/CPM, cost control, design coordination, preconstruction management, and RFPs/RFQs. Patrick's software skills include Prolog, BidTec, MC2, Primavera, Microsoft Project and SureTrak.

### **Spokane Transit Authority (STA), Central City Line, Spokane, WA, Program Manager**

Patrick provided program management for the \$25 million, six-mile, 32-station BRT project. Patrick managed Hill staff functions including schedule reviews, project controls and administration, contractor quality control, safety, and prevailing wage compliance; assisted STA with the completion of the FTA required documents, risk register and managed the on-site construction management and inspection services; provided analysis of changes and independent estimates; monitored submittal and RFI processes and Buy America requirements. Patrick provided construction management services including change order evaluation, compiled site observation reports, provided equipment and manpower reviews, and assisted with project close-out

### **City of Spokane, Parks & Rec, Riverfront Park, Construction Manager**

Patrick provided project coordination and management; attending site meetings; preparing observation reports; reviewing and analyzing schedules; and evaluating change orders. He also managed project closeout.

### **City of Richland, City Hall, Construction Manager**

Patrick provided construction management services for this 44,000 SF design-build City Hall. He created reports, coordinated on-site meetings, reviewed pay applications and managed closeout services.

### **City of West Richland, Police Station, Cost Estimator**

Patrick performed cost estimating services for this new 23,000 SF police station. He provided independent cost estimates periodically throughout the design phase and worked with the PDB team to reconcile budgets. He was integral to aligning the scope with the target project budget and establishing the final GMP.

### **City of Spokane, Spokane Public Library Shadle Park Renovation and Additions, Spokane, WA, Project and Construction Manager**

Patrick prepared constructability reviews and managed GC/CM contractor/architect estimate reconciliation budget evaluations for key design submittals. During construction Patrick evaluated cost proposals, chaired site meetings, and issuing weekly meeting minutes, preparing observation reports, expediting submittal reviews and RFI coordination.

### **Morrow County, County Admin Building, Project Manager/Cost Estimator**

Patrick provided early project management and cost estimating services for the new 12,000 SF PDB administration building. He provided independent cost estimates periodically throughout the design phase and worked with the PDB team to reconcile budgets. He was integral to aligning the scope with the target project budget and establishing the final GMP.

### **Spokane PFD, Sportsplex Facility, Construction Manager**

Patrick provided pre-bond project management services for the acquisition, design, construction, operation and maintenance of a \$27 million, design-build, multipurpose indoor sports complex in Spokane, WA, for the Spokane Public Facilities District.



10 years Owner's Rep/  
CM public experience

#### **Firm**

Hill International, Inc.

#### **Education**

Bachelor of Science,  
Environmental Design-  
Construction Science,  
University of Oklahoma,  
Norman, 1985

Master of Science,  
Architecture, Washington  
State University, 2010

#### **Registrations**

Design Build Institute  
of America

#### **Professional Memberships**

Construction Management  
Association of America

#### **Publications**

"Subcontractor  
Relations," International  
Journal of Construction  
Ed and Research,  
(February 17, 2014)

#### **Seminars**

"Subcontractor Relations"  
ASC 2013 Conference,  
San Luis Obispo, CA  
(March 12, 2013)

## STACY SHEWELL, PMP, DBIA

### Director of Project Delivery

Stacy Shewell is an experienced project and construction management leader with 15 years of diverse experience serving in three key roles: Owner with the City of Spokane, Developer Project Manager, and Owners Representative Consultant. Specialized expertise in alternative delivery methods, particularly Progressive Design-Build (PDB), with a focus on guiding owners through their first Design-Build projects. Accomplished in leading projects ranging from \$10M to \$2B in value, from inception to closeout.

### Grant County PUD, New Ephrata Service Center, Ephrata, WA, Project Manager and PDB Owner Advisor

Stacy is currently leading the New Ephrata Service Center project for Grant PUD in a consulting capacity. This project entails the replacement of outdated facilities and the consolidation of over fifteen departments onto a new 30-acre greenfield site. The total facilities will span approximately 190,000 SF, with a project value of approximately \$235 million. Stacy played a pivotal role in securing approval from the WA Project Review Committee (PRC) and in procuring and contracting the Design-Builder under the PDB delivery model. Currently, Stacy is actively involved in the planning and design phase, providing leadership on the execution of PDB and supporting the PUD's internal Project Management staff.

### Snohomish County, Arlington Operations Center, Admin/Crew Building, Arlington, WA, Project Manager and PDB Owner Advisor

The Arlington Operations Admin/Crew Building project marks the inaugural phase of the extensive redevelopment of Snohomish County's 17.5-acre Public Works site in Arlington, WA. This site serves as the hub for the county's fleet, road, and bridge departments. Stacy plays a crucial role in supporting the County's project management team, providing comprehensive project leadership, and contributing to the successful implementation of a PDB delivery approach tailored to meet the County's needs.

### City of Spokane, Spokane Central Services Center, Spokane WA, Project Manager

The Spokane Central Service Center consists of a 37,000 SF compressed natural gas (CNG) compliant heavy maintenance facility and an adjacent 20,000 SF administrative office spaces, on 20 developed acres within an occupied site.

Stacy served as the project manager for the City of Spokane from the inception of the project through the design phase. Subsequently, she continued her involvement with the project as a consultant at OAC, supporting throughout construction and closeout of the project. Following a traditional design-build approach, the project encompassed full performance specifications, including facility program, room data sheets, and project requirements. Stacy led the development of these documents and organized the procurement process, co-authoring both the RFQ and RFP, and managing the selection of the Design-Builder.

The project involved the replacement of a maintenance facility for a public client, catering to the needs of the street maintenance department. With a significant site area and implications for stormwater management, Stacy adeptly navigated the complexities of the project. Notably, ensuring the seamless continuity of City operations on-site throughout the construction phase was a key challenge expertly managed under Stacy's leadership. (Prior Experience)



☑ 10 years Owner's Rep/  
CM public experience

#### Firm

Hill International, Inc.

#### Education

Master of Architecture,  
Washington State  
University, 2009

Bachelor of Science,  
Architectural Studies,  
Washington State  
University, 2006

#### Registrations

Design-Build Institute  
of America (DBIA)

Project Management  
Professional (PMP)

#### Professional Memberships

Current incoming  
Treasurer DBIA NW Region  
Board of Directors

Current Vice President  
Central WA DBIA Chapter'



## C. PROJECT UNDERSTANDING AND APPROACH

We understand the current scope to be a Professional Service Agreement (PSA) with a first phase Task Order (TO) to assist NEPDA in delivering a 30,000 square foot mixed-use infill building. Future TOs would include services to assist in evaluating, planning and implementing future phases.

Our Spokane team has recent experience with Northeast Spokane and the Hillyard area. We assisted WSDOT in procurement of Design Build teams for the Children of the Sun trail. We also provided Spokane Libraries with PM/CM services for their library bond, which included the Shaw Middle School and Hillyard library branch. In addition, we provided PM/CM and inspection services to STA with the Central City Line and transit stops at Spokane Community College. We understand both the economic importance and historical significance of this area. We also heard in a recent NEPDA board meeting the potential of Mercer becoming a partner in the area. Colin Anderson, our Design/Precon Manager brings 15 years as an architect, having knowledge of mass timber and prefabrication.

### Understanding of On-Call Services:

Hill Spokane is very familiar with on-call contracts. We currently have five active Master Service Agreements in place with the Spokane Public Facilities District, WSDOT, Spokane Transit Authority, Kootenai County, and the City of Coeur D' Alene. We also have a pending MSA with Whitman College. Our services on these contracts include:

- Procurement and Contracting including PRC assistance
- Pre-design and Design Management
- PM/CM support for new builds
- CM staff augmentation for renovations
- CM/Inspection services for transit and civil work

“ Hill International has been a tremendous partner to the Spokane Public Facilities District from project management to walking us through the Design-Build process and presenting to the PRC. Hill has been instrumental in assisting us, training our team, and assigning the right team to each of our projects to accomplish the best results on each individual procurement. Each member of Hill’s team has impressed us throughout each process, and we would recommend their services to another owner. ”

**Melissa Coulter,**  
**Spokane Public Facilities District**

We have seen an increased demand for providing resources to owners in a PM/CM staff augmentation role. This is a huge win for many owners who have 40-50 hour per week jobs and limited knowledge and capacity to manage and staff capital projects. Many of these owners do not want to hire new full time staff to manage a small to mid-size project. Our goal in all our on-call agreements is to provide expertise and unload stress from our clients in scopes of work that are not in their day to day. As you can see on our organizational chart, our Spokane staff consists of a talented diverse group with experience in alternative delivery procurement, design management, contracts, cost controls, project controls, scheduling, PM/CM services as well as inspections.

### Understanding of Urban Revitalization:

Urban revitalization goes beyond physical infrastructure. Yes, it is a revitalization of physical infrastructure, but it also hinges on social programs, safety, and economic growth. Hill Spokane has had the privilege of being involved in many revitalization projects in the last five years, many in downtown Spokane that bring new life to old infrastructure but have a much further outreach into the community. Below are a few of these projects that show our understanding:

- **Spokane Parks Pavilion:** This 1974 structure was a remnant of the World’s Fair and was an uninviting space, creating safety concerns for the park. An award-winning concert and community event venue now sits in its place.



- **Spokane Libraries:** Four renovated libraries and three new libraries were part of this bond. Renovation of the downtown branch drastically helped with safety and redefined what a library can be for the community. The Hive and Liberty Park libraries added community centers into parts of the city that were in desperate need.
- **Podium Sports Venue:** This project site sat vacant for years on the North Bank, creating an unsafe environment on the north side of Riverfront Park. The new venue and adjacent North Bank Park have reinvigorated life into an area of the park that was dangerous and unsafe for pedestrians. In 2023 the venue had a \$65 million economic impact to Spokane
- **STA CCL and Transit Stops:** Transit has far reaching impacts for a community. The new CCL and transit stops have allowed easier access to affordable living for downtown workers as well as increased safety for all commuters.
- **Spokane County Operations:** This dilapidated site in downtown Spokane has been an eyesore and home to many vagrants over the years. The new secure site and structure will help the surrounding community become a safe destination.
- **Central Valley Recovery Center:** This is an abandoned 135,000 square foot hospital in Kennewick. It currently sits vacant and has become a health and security hazard for the surrounding community. The current phase is a 40,000 square foot recovery center, with future plans for assisted housing and other state offered assistance programs.



**PROJECT SUCCESS: Spokane Riverfront Park**

“ I have worked with Hill for several years on a complex set of interrelated projects and cannot offer a less than perfect evaluation of their team. The service they provided to the City of Spokane streamlined our project, kept us on budget and on schedule. ”

*Berry Ellison, PLA, Program Manager  
Spokane Parks & Recreation*

**Approach to Completing On-Call Projects:**

As you can see in our cover letter, our alternative delivery team of Becky, Colin, and Stacy have assisted public owners in PRC approval of 20 projects. Combine that with our private owners and Oregon projects, we have over 30 alternative delivery projects in the past five years, the majority Progressive Design Build. That depth of knowledge, working with a diverse group of contractors and design professionals has helped us become the most qualified alternative delivery team in the region. We also have contract and procurement specialists like Aleanna Kondelis who have helped numerous clients align with state requirements for procurement and contracting.

To help understand Hill’s approach for PM/CM services post procurement, we would like to give a quick overview of our tools. **All of the tools listed are instrumental in enabling project timelines and budgets to be met while emphasizing transparency and collaboration.** We understand many of our clients do not live in the AEC industry day in and day out like we do. Hill’s approach is to keep our client informed in the most efficient manner possible. We utilize a Project Dashboard (items listed below) that combines many separate templates into one convenient location. Our PMs meet regularly (weekly or bi-weekly) with the owner team to review the dashboard.

**ROSTER AND WORKGROUPS**



We start projects with a communication plan. The key piece to this plan is identifying the preferred methods of communication, identifying workgroups and key decision makers. We will clearly identify owner schedule milestones for approval by required owner boards/committees and councils. It is important for the contractor to work around the owner’s schedule and to clearly identify those individuals who are Point of Contact.



## PROJECT COST SHEET



This sheet is the first item we will fill out with NEPDA for each project. It tracks construction costs, design costs, and owner costs. We use this sheet to set Rough Order of Magnitude (ROM) budgets for ALL items in the project. Budget and scope alignment is the first and most important item to get right. One of our first tasks will be to meet with NEPDA and review anticipated funding. Prior to issuing an RFQ for the project team, we will utilize our estimators to make sure the project scope aligns with NEPDA's funding. Our project cost sheet tracks all owner funding and identifies funding usage deadlines as well as tracking actuals. throughout the entire

## ACTION ITEMS



Meetings are useless without accountability and action items. Our dashboard tracks ongoing action items, primarily for NEPDA and the stakeholders to make sure they are not the bottleneck slowing down the schedule. This tool is helpful to prioritize tasks for our clients so they can bite off small tasks and not get overwhelmed.

## CHANGE MANAGEMENT TRACKER



Our change order proposal matrix has been developed to track the status of change order proposals from inception to rejection, or incorporation into a change order. Merry Valdez conducts our COP review meetings on a regular basis to review the status of pricing information needed for the change order proposals. Hill will evaluate change order proposals for appropriateness and for compliance with contract documents. Merry also tracks 'Placeholders', or pending COPs, that have yet to be formally issued.

## CONTINGENCY MANAGEMENT LOG.



Owners and stakeholders often change their minds regarding scope. As the project progresses, new priorities emerge. This is just part of the process, but needs to be tracked, valued and evaluated to assign appropriate contingency dollars. Hill will track contingency usage against approved change order proposals and estimated placeholders to provide NEPDA real-time status of the contingency fund. We have found that having Hill conduct the contingency management meeting with the owner, architect, and contractor expedites the efficient resolution of change orders. Our log ties directly to the project cost.

## FFE TRACKING LOG.



Our experience is that stress and issues are compounded at closeout without clear organization. We start managing FFE (Furniture, Fixtures and Equipment) early to make sure our clients are carrying appropriate funds outside of the construction contract. Coordination and installation of these items is often a high-risk item as there is a lot of crossover and systems integration involved. This log identifies cost, responsibility for ordering, location, and whose responsibility for furnishing and installing (CFOI, OFCI, CFCI or OFOI).

## RISK REGISTER



Working with NEPDA, we will track risk items and assign values of probability, cost and schedule impact. This register identifies mitigation strategies and assigns deadlines to risk solutions to help the team make timely decisions.

To supplement the Dashboard, we also propose these services for consideration:

- **Drawing, Specification, and Contract Review.** If desired by NEPDA on low bid scopes of work, Hill will review the architect drawings, specifications including frontal documents (Division 0 and 1) as well as constructability reviews of the drawings and offer contract guidance. We understand that many of our clients are not experienced in these areas. As mentioned in our staff qualifications, the Hill team brings individuals experienced as architects, contractors and trade partners. This allows Hill to set up the bidding process in the best interest of the owner.



- **Third Party Contracts.** There are many items outside of the contractor’s scope. These can include specialty consultants such as: geotech and survey, special inspections (SI), commissioning (Cx), FFE procurement, art commissioning, etc. Hill can offer assistance to NEPDA in creating RFQs and/or reviewing proposals from these consultants.
- **Bid Phase Schedule.** If NEPDA decides to use Design Bid Build for delivery, we have developed a detailed bid schedule calendar that identifies key dates, times, and responsibilities for such things as bid advertising, pre-bid meeting, addenda, bid opening, notice of intent to award, anticipated dates for contractor required documents (payment and performance bonds, certificates of insurance), board approval, Notice To Proceed, date of substantial completion, and final completion. Having all of this information delineated in one document is very beneficial to the project team and eliminates confusion and miscommunication.
- **Overall Project Schedule.** Often, we will be asked to manage a master schedule. We find this valuable primarily to track AHJ and regulatory requirements as those review periods can be complicated and extensive. We also see value in tracking owner FFE, cutover, and closeout. If this is a wish of NEPDA, we will import both the contractor and designer schedule into Primavera P6 to align with owner milestones. We can export to any format required by the client.
- **Pay Application Recommendation.** Our cost controller will review all pay applications. This recommendation verifies that Hill has reviewed items such as: contract sum, contract conformance, subcontractor backup if required, materials stored to date and proof of delivery as well as any contract extension requests.
- **Design Submittal and RFI Review Forms.** We have developed specific processes to improve efficiency and expedite the constructability review of design submittals and RFIs. Our comments and questions are recorded on a spreadsheet, discussed internally to confirm intent and direction, and then sent to the A/E for review and response. During these reviews, Hill engages the design team to re-think their conclusions, revisit their assumptions, and recommend alternatives that better align with the budget.
- **Meeting Agenda / Minutes.** Some projects require us to lead the construction coordination meetings. Items we track include: action items, health and safety concerns, contractor look-ahead schedule, RFIs, submittal and ASI reviews, AHJ concerns, and old and new business. This standardized format has enabled us to increase our efficiency conducting meetings and expedites resolution of the construction process. We have found that having a neutral third party oversee these meetings increases team trust.
- **Construction Observation Reports.** We have found that having eyes on the project site is the best way to catch issues prior to schedule and major cost impacts. We like to propose weekly site observations by our Construction Manager. These site walks typically involve the architect and the contractor. The intent is to catch items before they become high-risk. The CM will issue construction observation reports to the team as well as track issues in our risk register.
- **Close Out Responsibility Matrix.** We have developed a matrix that lists closeout tasks and submittals and indicates either contractor, architect, or owner responsibility to fulfill/provide. The list includes contractor’s request for substantial completion/punchlist, owner demonstration and training, final AHJ acceptance, switch out of construction cores, final cleaning, building flush, building envelope air leakage test, final special inspection testing and reporting, and other closeout items. Having the ability to track status of all of these diverse requirements in one form expedites project closeout.

## D. CONFLICT OF INTEREST

Hill does not have or identify any conflict of interest at this moment.

# REFERENCES



1  
City of Spokane Parks and Recreation



2  
Spokane Public Facilities District



3  
Spokane Public Libraries (SPL)

## RIVERFRONT PARK PAVILION & PROMENADE RENOVATION

Contact: Berry Ellison, Program Manager  
T: 509-625-6276 | M: 509-385-4051  
Email: bellison@spokanecity.org

## THE PODIUM USA

Contact: Stephanie Curran, CEO  
T: 509-279-7001 | M: 509-868-2099  
Email: scurran@spokanepfd.org

## SPOKANE PUBLIC LIBRARIES

Contact: Caris O'Malley, Deputy Director  
T: 509-444-5310  
Email: comalley@spokanelibrary.org

# CERTIFICATION

By submitting this SOQ, Hill certifies and verifies to have examined, read, and understand the RFQ. Hill has taken steps reasonably necessary to ascertain the nature and location of the work, and it has satisfied to the general and local conditions which may affect the work or its cost. Hill International, Inc. business licenses and worker's compensation are listed below:

- Spokane, License/ID Number T10056875BUS
- Seattle, License/ID Number 705839



STATE OF WASHINGTON

Department of Labor & Industries

# Certificate of Workers' Compensation Coverage

April 23, 2024

WA UBI No.	602 654 273
L&I Account ID	124,366-00
Legal Business Name	HILL INTERNATIONAL INC
Doing Business As	HILL INTERNATIONAL INC
Workers' Comp Premium Status:	Account is current.
Estimated Workers Reported (See Description Below)	Quarter 4 of Year 2023 "21 to 30 Workers"
Account Representative	Employer Services Help Line, (360) 902-4817
Licensed Contractor?	Yes
License No.	HILLIII923RE
License Expiration	02/20/2025

WA State Employment Security Department (ESD) # 000-349396-00-2  
(also referred to as Unemployment Insurance #)

### What does "Estimated Workers Reported" mean?

Estimated workers reported represents the number of full time position requiring at least 480 hours of work per calendar quarter. A single 480 hour position may be filled by one person, or several part time workers.

### Industrial Insurance Information

Employers report and pay premiums each quarter based on hours of employee work already performed, and are liable for premiums found later to be due.

**Industrial insurance accounts have no policy periods, cancellation dates, limitations of coverage or waiver of subrogation** (See [RCW 51.12.050](#) and [51.16.190](#)).



# NORTHEAST PUBLIC DEVELOPMENT AUTHORITY

---

OAC SERVICES, INC.

REQUEST FOR QUALIFICATIONS

04.30.2024

**OAC**

---

April 30, 2024



Jesse Bank  
Executive Director  
Northeast Public Development Authority  
jesse.bank@northeastpda.com

**Re: Request for Qualifications**

Dear Mr. Bank,

OAC Services, Inc. (OAC) is proud to share our qualifications to partner with the Northeast Public Development Authority (NEPDA) for this important program. For over 69 years, OAC has been providing professional services for public and private clients throughout the state of Washington. In 2006, we opened our Spokane office to contribute our expertise to the communities where we live. We want to see our communities supported, successful, and thriving. Make it Spokane will promote dependable and sustainable economic development to support our growing community.

We believe our team is the right fit for your program. Here's why:

**Local Experienced Team:** OAC's key team members live and work in the area and will be present and onsite when called upon. The team has worked on large-scale planning and construction programs totaling over \$500 million in the past five years. OAC staff are members of the local community and are committed to the success of the work NEPDA is doing within the community.

**Alternate Project Delivery Expertise:** OAC has performed as owner representative on more Design-Build and alternative delivery projects under RCW 39.10 than any other entity.

**Grant Funding Experience:** OAC's grant experience covers federal, state, and local funding sources for public clients. We are adept at keeping track of the funds and overseeing compliance, having dealt with many departments of Washington State and seven different federal agencies.

**Collaboration and Communication:** OAC understands the need to adapt, support, and blend with the team. OAC will support at the right level at the right time to provide solutions, mitigate issues, give perspective on strategies, contribute subject matter expertise, promote effective communication, and collaboratively endeavor to reduce budget and schedule without compromising quality.

OAC will partner with NEPDA and promote your mission: "to facilitate the redevelopment, development, and construction of public benefit projects, resulting in increased economic activity and job growth within the PDA boundary." Our team is highly motivated to assist you on this program. The timing is excellent as we have project work winding down over the coming months and our key team members are available. NEPDA will benefit from a locally based, high-performing team with a strong bench and recent relevant experience. We will work to earn your trust every day and we appreciate the opportunity to be your partner.

Sincerely,

A handwritten signature in blue ink that reads "Diana L. Brown".

Diana Brown  
Senior Director | OAC Services, Inc.  
253.709.3478  
dbrown@oacsvcs.com



## TABLE OF CONTENTS

---

<b>TRANSMITTAL LETTER</b>	<b>02</b>
<hr/>	
<b>QUALIFICATIONS</b>	<b>04</b>
<hr/>	
Firm Profile	05
<hr/>	
Relevant Projects	06
<hr/>	
Project Organization and Staff Experience	08
<hr/>	
Project Understanding and Approach	16
<hr/>	
Conflict of Interest	19
<hr/>	
<b>REFERENCES</b>	<b>20</b>
<hr/>	

---

# QUALIFICATIONS

---

Want a better outcome for your project? We do. Our team of design and construction performance management experts believe better is always possible.

## FIRM PROFILE

Founded in 1955, OAC is an employee-owned project and construction management firm that has completed projects in 31 states and four countries. Our staff includes project managers, planners, licensed architects, professional engineers, certified construction managers, building enclosure specialists, LEED-accredited professionals, and SAVE accredited professionals.

Headquartered in Seattle, OAC has six other offices across Washington and California—Olympia, Everett, Spokane, Silicon Valley, Los Angeles, and San Diego. Our Community Planning + Action focus is centered on equity and empowering communities through elevated engagement practices. This is where our passion, loyalty, and dedication lie: to the communities we serve.

We are honored to have the opportunity to partner with NEPDA through design and construction management and owner's representative services, along with any additional needs NEPDA may have for your projects and initiatives.

Elevating community engagement is at the heart of everything we do. Our proposed team possesses the skills and staff to bring plans to fruition and manage the facilitation of community outreach that fosters trust-building and transparency, with a focus on lessons learned to inform the next round of efforts.

We understand and attend to our client's goals and how we can support them at all phases of the project lifecycle. We come in ready to support, advise, and encourage teams; measure, track, and report results; and provide leadership to achieve the end goal. We love what we do, and so do our clients. That passion is what drives our longevity and our growth. 85% of our projects and programs come from repeat clients, including long-term clients such as the Cheney Public School District and the Spokane Tribe of Indians.

Our team represents the best confluence of experience, expertise, and engagement for your program. We bring extensive project and program management experience for a wide range of public and private projects including critical facilities, courthouses, hospitals, hotels, police precincts, office towers, schools, and fire stations.



## RELEVANT PROJECTS

### City of Bothell, Fire Station Bond Program

The City of Bothell Fire Stations Bond Program entailed replacing Fire Stations 42 & 45 on their existing sites, two temporary stations, and a tenant improvement at City Hall. The replacement of two stations required demolition of the old facilities, so the new stations could be built in their place. New Station 45 is a 13,700-square-foot facility with four bays. New Station 42 is a 19,113-square-foot facility with five drive-through bays. In addition to bays for the firefighting equipment and apparatus, stations included firefighter living quarters, equipment pressurization and decontamination facilities, maintenance facilities, integrated space for police engagement at Station 45, Eastside Public Safety Communications Agency coordination, and public spaces with a community engagement space at Station 42.

OAC’s owner’s representative services include delivery method selection, design-builder procurement, budget and schedule validation, phasing and cash flow scenarios, and design, project, program, and construction management. OAC also presented on behalf of the program to the Bothell City Council for key milestones and approvals. This program was awarded the Pacific Northwest CMAA’s 2023 Project Achievement Award.

CLIENT	CONTACT	TIME FRAME
City of Bothell 18415 101st Avenue NE Bothell, WA 98011	Jeff Sperry, Fleet and Facilities Project Manager jeff.sperry@bothellwa.gov	2019-2023



### Schweitzer Mountain Resort, Humbird Hotel

The Humbird Hotel, part of the new Schweitzer Mountain Resort (SMR) expansion, caters to skiing and mountain experiences with enhanced finishes and services. Demand for on-mountain lodging has risen alongside increased skiable area, prompting the need for additional lodging at the resort.

The project includes a 30-key boutique hotel, restaurant, spa, ski services, and two private condos, with site improvements enhancing accessibility for both winter and summer operations. As construction manager, OAC led the design and construction, focusing on operational features and the skier experience. Our expertise in mountain construction, coupled with careful attention to client expectations, ensured successful project delivery.

OAC was brought in to finalize design, control costs, and optimize the program elements. As program manager, we are supporting design and construction through the various phases, and coordinating the complex build during ongoing resort operations. Acting as program manager, OAC supported design and construction phases while coordinating with ongoing resort operations to optimize costs and program elements.

CLIENT	CONTACT	TIME FRAME
Schweitzer Mountain Properties 10000 Schweitzer Mountain Rd Sandpoint, ID 83864	Lane Badger, Chief Development Officer lbadger@smpdevelopment.com	2020-Present



## Cheney Public Schools, 2010 & 2017 Bond Programs

Following a successful 2010 capital bond and citing strong confidence in our team and past performance, Cheney Public Schools chose OAC for their 2017 bond program. In 2010, OAC's efficient project management saved the district \$2.5 million, funds that were redirected to construct Crunks Field Sports Complex.

In early 2018, the district encountered a challenge when a nearby Amazon fulfillment center's construction and rising commodity prices threatened the bidding process for elementary school projects, due to increased costs and a shortage of subcontractors. OAC responded by proactively marketing these projects to regional contractors and strategically timing the bid postings before Amazon's. This approach allowed for the successful awarding of bids on all three elementary school projects, followed by post-bid value engineering with contractors to meet budget and standards.

Cheney High School's GC/CM project, the district's first, was rolled out in three phases to prevent educational disruptions, with OAC securing unanimous PRC approval. This approach integrated the contractor early in the design phase, ensuring upfront cost clarity.



CLIENT	CONTACT	TIME FRAME
Cheney Public Schools 12414 S. Andrus Rd. Cheney, WA 99004	Rob Roettger, Superintendent ESD 101 rroettger@esd101.net	2010-2020

## Snohomish County, North Sound Behavioral Health Treatment Center

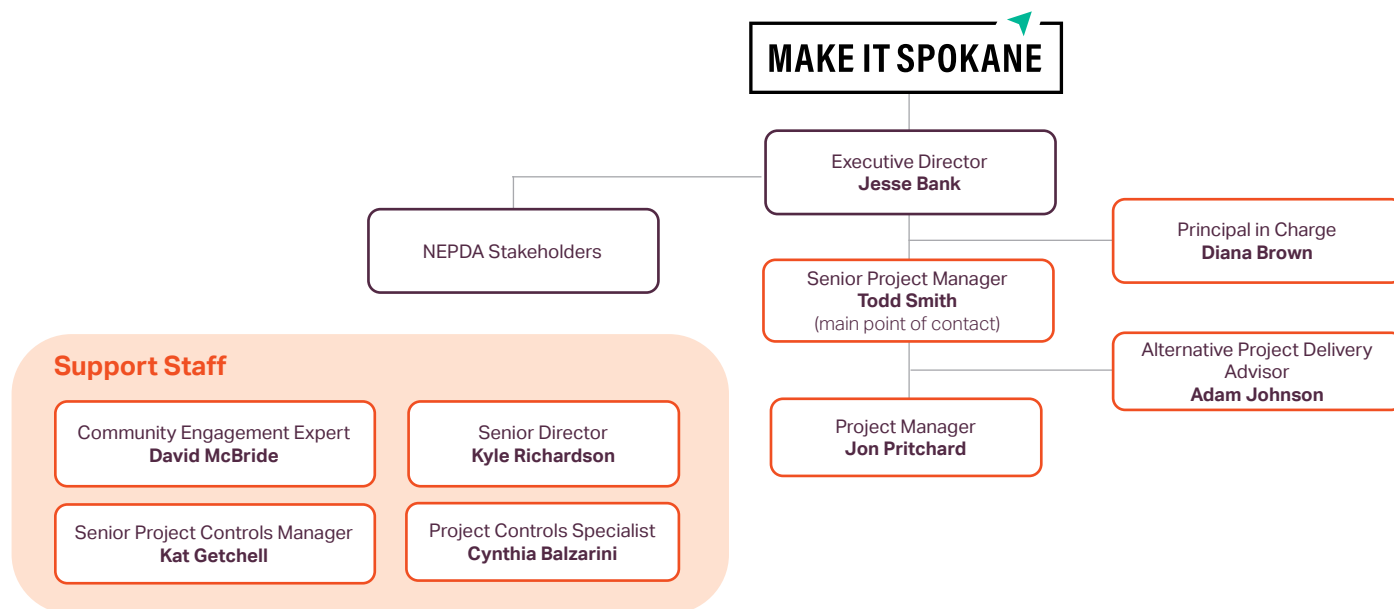
The North Sound Behavioral Health Treatment Center (NSBHTC) underwent a comprehensive renovation, repurposing two housing pods within the Denney Juvenile Justice Center's north wing. These 24,000-square-foot pods now house clinical areas, including two 16-bed treatment facilities, alongside new additions for essential functions. OAC managed project and construction aspects from start to finish, including alternative delivery, change management, and procurement.

Funded by grants from the Washington State Department of Commerce, NSBHTC's development faced financial complexities. Upon Medicaid funds becoming available mid-design, OAC efficiently allocated over \$600,000 for furniture, leveraging dedicated funding. Streamlined bid preparation and strategic subcontractor negotiations led to substantial buyout savings of approximately \$200,000. Leveraging unit pricing for Covid-19 costs ensured cost certainty, resulting in timely delivery and final costs under budget. OAC's collaborative approach, uniting various stakeholders, ensured successful project outcomes amidst complexities.



CLIENT	CONTACT	TIME FRAME
Snohomish County 3000 Rockefeller Avenue Everett, WA 98201	Jeff Hencz, Special Projects Manager jeffery.hencz@co.snohomish.wa.us	2018-2021

# PROJECT ORGANIZATION AND STAFF EXPERIENCE



## FIRM RESOURCES

OAC possesses a deep bench of project and construction management professionals that can serve our clients at a moment’s notice. This allows for the flexibility to scale our services up or down. Scopes grow. Budgets tighten. Time frames shrink. We can adjust our staffing capacity to fit your needs in a heartbeat. Our 137 team members represent a diverse set of highly credentialed professionals that have dedicated their lives to improving the built environment.

NEPDA’s primary point of contact will be Todd Smith. He will oversee the day-to-day operations of the project, allocate resources, and manage stakeholder relationships. Todd will advise on constructability, sequencing, and material lead time and procurement, supplementing his knowledge with our deep bench of industry professionals from various disciplines and backgrounds. Because of OAC’s outstanding regional partnerships and industry contacts, he can advise on current industry trends and help mitigate risks for the program that otherwise might go unnoticed.

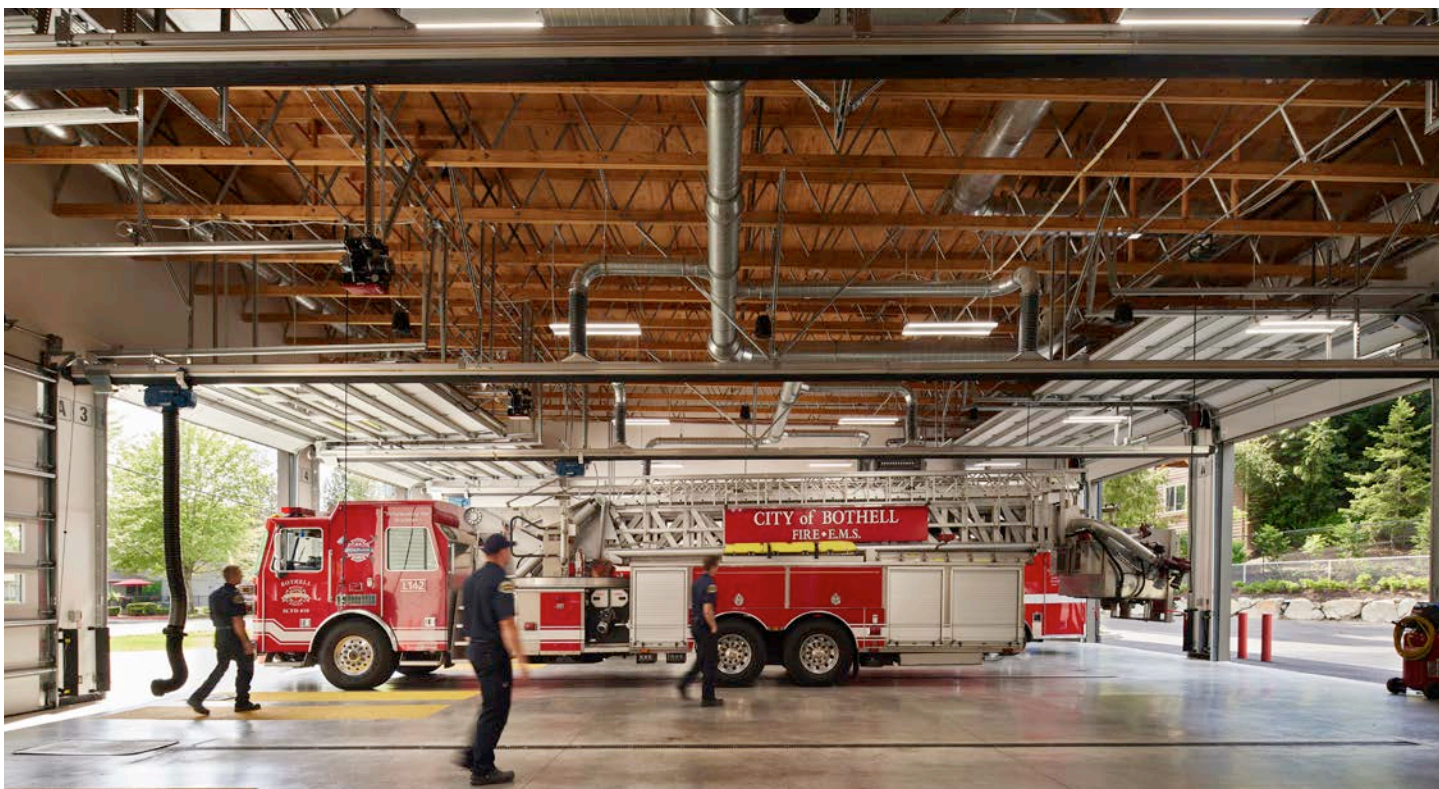
The majority of work will be completed from our Spokane office (1717 S Rustle St. Suite 105, Spokane, WA, 99224).

Recognizing the importance of community engagement and empowerment, we designate Community Engagement Expert, David McBride, who serves as the bridge between the project team and the community. Supported by Todd, our Community Engagement Expert is responsible for ensuring that community voices are heard, concerns are addressed, and feedback is incorporated into project decision-making processes.

In addition to our deep bench of professionals, two OAC teams, Advanced Project Controls and Building Sciences, supply our clients with added layers of specialized expertise.

### Advanced Project Controls

Experienced schedulers and advanced scheduling tools help produce better project outcomes. OAC’s team of experienced schedulers and builders have taken schedule analysis to a whole new level of forecasting. Whether analyzing scheduling specs or the master schedule against work in place and worker productivity, we help clients determine whether the critical path method (CPM) construction schedule is realistic and executable.



Advanced Project Controls services include:

- Scheduling
- Cost management
- Design collaboration and precision
- Risk analysis

**Building Sciences**

OAC’s Building Sciences team focuses on forensic architecture and engineering, building enclosure, and structural/seismic evaluation. This group—architects, engineers, roof observers, Level 1 Thermographers, energy modelers, and structural engineering specialists—partners with our project managers on new construction and renovations to provide a high level of technical knowledge to many building systems.

Building Sciences services include:

- On-site construction observation and administration
- Structural evaluation and design
- New and existing enclosure repair
- Roofing and waterproofing

**PROACTIVE RESPONSE**

In navigating the complexities of on-call services, we adopt a proactive and flexible approach that prioritizes

responsiveness, adaptability, and critical reflection. Our response to problems and changes in the project scope is guided by the following principles:

**Flexibility:** We recognize that projects are dynamic and subject to change. In response to evolving circumstances or unforeseen challenges, we remain flexible and agile, adjusting our approach as needed to ensure project success while staying true to our core values and objectives.

**Critical Reflection:** Critical reflection is integral to our problem-solving process. We engage in ongoing analysis and evaluation of project outcomes, processes, and strategies, identifying lessons learned and areas for improvement. This reflective practice enables us to make informed decisions, refine our approaches, and drive continuous improvement throughout the project lifecycle.

**Collaborative Problem-Solving:** We approach problems and changes in the project scope as opportunities for collaboration and innovation. By fostering a culture of open communication, creativity, and shared responsibility, we harness the collective expertise and insights of our team members and stakeholders to develop effective solutions that address emerging challenges and meet evolving needs.



**Diana Brown** PE, SE, AECPM, ASSOC. DBIA

**PRINCIPAL IN CHARGE**

**EDUCATION**

B.S., Civil Engineering  
Washington State University

**CERTIFICATIONS**

Professional Engineer: WA, OR, HI  
Structural Engineer: WA, OR, HI  
PSMJ PM Certification  
Associate Design-Build  
Professional

**AREAS OF EXPERTISE**

Project Management  
Construction Management  
Jurisdictional Coordination  
Project Coordination  
Constructibility Review  
Scheduling  
Submittal Review  
Contract Management  
Value Engineering  
Field Observation  
Close-Out Documentation

Diana’s greatest assets are her organization and leadership skills. She uses her engineering background to safeguard the quality of projects for all stakeholders. Her scheduling and client management ensure key team members are aware of their required participation well in advance, which drives continued project progress. Nearly all her experience is with governmental entities, where process, schedule, and budget are paramount.

**EXPERIENCE**

**City of Kirkland, Public Capital Improvement Plan & Fire Stations | Kirkland, WA**

Program manager for this \$50.4-million bond program involves the construction and renovation of four design-bid-build city fire stations over four years. Established the Program Management Plan, developed documentation review processes, and provided contract document reviews prior to bid issuance. Oversees program schedule review and verification and budget planning.

**Snohomish County 911, Emergency Communication Center | Everett, WA**

Established the Program Management Plan and developed documentation processes, project schedule, and project budget planning for this \$62-million project that involves the construction and renovation of a new Emergency Communication Center.

**King County, Quarantine Recovery Facilities | Seattle, WA**

Managed multiple teams of architects, interior designers, and engineers for 13 projects that provided 1,400 beds in just 95 days to serve vulnerable citizens in King County, particularly the unhoused population during the height of the Covid-19 pandemic.

**King County, Children and Family Justice Center | Seattle, WA**

Provided quality assurance and quality control, and is responsible for closeout. Construction features a 5,500-square-foot school, 10 courtrooms, a 154-bed detention center, and a four-level parking structure.

**King County Correctional Facility, Emergency Pipe Replacement | Seattle, WA**

Managed multiple work order contracts with the county for this demolition and replacement of 43,000 lineal feet of domestic water, hot and cold water recirculation piping in the operational King County Correctional Facility.





**Todd Smith** BCA  
**SENIOR PROJECT MANAGER**

**EDUCATION**

B.A., Operations Management  
 B.A., Technology Construction  
 Eastern Washington University

**CERTIFICATIONS**

Concrete Pavement Design and Construction  
 American Concrete Pavement Association  
 Building Condition Assessment Certification (BCA)

**AREAS OF EXPERTISE**

Alternative Project Delivery  
 Budgeting  
 Claims Resolution  
 Constructability Review  
 Contract Administration  
 Contract Negotiation  
 Cost Estimating  
 Energy Resilience  
 Grant Compliance  
 Program Management  
 QA/QC  
 Risk Management  
 Scheduling  
 Value Analysis

With 20+ years of diverse project and construction management experience spanning federal, public, private, and tribal projects, Todd excels in leading initiatives from concept to occupancy, consistently achieving results under budget and ahead of schedule. His extensive background includes collaborating with various stakeholders, including federal and tribal governments, to deliver a wide range of projects. Todd’s communication skills enable him to effectively lead fast-track projects in operational facilities and navigate complex new builds, offering innovative solutions to mitigate delays and minimize costs.

**EXPERIENCE**

**Spokane Tribe Casino Expansion | Airway Heights, WA**

As Senior Project Manager, Todd oversaw the development of a 200,000-square-foot casino expansion and a new 175-room four-diamond rated hotel. He coordinated with various government agencies for infrastructure enhancements and ensured compliance with environmental regulations for the Tribe’s Trust property.

**Mistequa Casino Hotel Development | Chewelah, WA**

As Senior Project Manager, Todd oversaw the construction of a new 70-room hotel and utility/wastewater infrastructure upgrades on the Tribe’s 180-acre trust property, including managing a \$1.8-million EDA grant for access roadways and utilities.

**Cheney Public Schools 2017 Bond Program | Cheney, WA**

As Senior Project Manager, Todd oversaw a \$62-million program for classroom and infrastructure enhancements across three elementary schools and the high school, guiding the client through budgeting, scheduling, and procurement using alternative delivery methods from inception to occupancy.

**Spokane Convention Center Expansion | Spokane, WA**

Todd managed project services for the \$50-million, 90,000-square-foot expansion of the Spokane Convention Center for the Spokane Public Facilities District, overseeing schedule and change order review.

**Spokane Tribe, ARPA Infrastructure Improvement Projects | Wellpinit, WA**

As Senior Project Manager, Todd oversaw ARPA-funded critical infrastructure projects, including water, wastewater, and energy resilience, ensuring compliance with funding requirements while guiding clients through contract development and procurement.



## Jon Pritchard

PROJECT MANAGER

### EDUCATION

B.A., Business Management  
Whitworth University

M.S., Business Administration,  
Gonzaga University

### AREAS OF EXPERTISE

Contract Negotiation  
Pro Forma Review  
Project Management  
Cost Control  
Condominium Construction  
Hotel Construction  
Snowmelt/Hydraulics Planning

Jon is a seasoned project manager with over 4 years of experience in the industry. Having a diverse background in multiple markets in varying leadership roles, he is a quick learner and adapter, never shying away from a good challenge. At OAC, Jon has worked on multiple hospitality and education projects, providing project management support from early project inception to completion of the warranty period. He approaches each project with a "let's make a plan and execute" mentality with thoughtful consideration and gusto.

### EXPERIENCE

#### Schweitzer Mountain Resort, Humbird Hotel | Sandpoint, ID

Jon, Project Manager for the \$30-million, 66,000-square-foot Humbird Hotel, led efforts to overcome delays and cost escalations. This luxury hotel, featuring 31 rooms, restaurant, bar, and a 2,700-square-foot cross-laminated timber (CLT) luxury ski locker building, stands out as one of the few mass timber and CLT structures in North Idaho. Jon and his OAC team quickly renegotiated the construction contract, accelerated the schedule, and identified cost savings to ensure successful project completion.

#### Mead School District, Shiloh Hills Elementary School | Spokane, WA

As Assistant Project Manager for the \$20-million project, Jon oversaw closeout, FF&E delivery, and coordinated warranty repairs within the building. Effective communication was essential for resolving issues smoothly during the warranty period, as Jon maintained close contact with ownership, staff, and general contractor teams.

#### Cheney Public Schools, Cheney High School Expansion | Cheney, WA

As Assistant Project Manager on this \$35-million project, Jon developed construction site project reports, reviewed schedules, and ensured alignment with project timelines. Home to 1,200 students, construction occurred around the school's schedule, allowing students to learn in a healthy environment. This required an extreme level of sensitivity and planning to ensure stakeholders, including the community, staff, teachers, and students, would not be disrupted.

#### Schweitzer Mountain Properties, 5 Needles Condominium | Sandpoint, ID

Jon managed the construction of a six-story, 36,000-square-foot luxury ski-in/ski-out condominium with 26 residences atop a concrete parking garage structure. He led the process from programming to project turnover, overseeing day-to-day construction to ensure cost containment and problem-solving in Schweitzer Mountain Resort Village's challenging mountainous environment.



**Adam Johnson** ASSOC. DBIA

**ALTERNATIVE PROJECT DELIVERY ADVISOR**

**EDUCATION**

B.A., Social Sciences  
Washington State University

**CERTIFICATIONS**

Associate Design-Build  
Professional  
OSPI Building Condition  
Assessment (BCA)  
Rescue Systems 1, NFPA  
Rope Rescue - Operations, NFPA

**AREAS OF EXPERTISE**

Project Management  
Alternative Delivery Methods  
Project Controls  
Design Review  
Remodel / Addition / TI  
Facilities Management

Adam brings a wealth of knowledge from his diverse work history which includes eight years of industry experience in construction and facilities maintenance. His work on the programs for Snohomish County PUD, City of Bothell, Monroe School District, and Lake Washington School District have provided Adam with experience in simultaneously dealing with multiple projects, points of contact, and varied stakeholders. Adam’s collaborative and communicative nature, combined with his background in complex projects, critical facilities, team procurement, and closeout offers clients a well-rounded project manager capable of guiding projects to successful outcomes. He challenges inefficient processes and focuses on presenting fresh ideas to improve upon established procedures and practices.

**EXPERIENCE**

**City of Mount Vernon, Library Commons | Mount Vernon, WA**

Adam oversees a new library and commons space with three floors of elevated parking, boasting 76 electric vehicle (EV) charging stations, making it one of the largest publicly available EV charging sites nationwide. Additionally, the project aims for Passive House Certification. Adam, as the primary contact for the City, handles all project aspects, from scheduling to budgeting, change orders, and coordination with consultants and stakeholders. His management of the complex funding structure and compliance of federal, state, county, and local funds have been the key to success for this project.

**Snohomish County, North Sound Behavioral Health Treatment Center  
Everett, WA**

Adam successfully managed the renovation and addition of a treatment facility within an occupied juvenile detention center, navigating numerous challenges and coordinating with multiple stakeholders, including four county departments. He procured subconsultants, guided the client through the GC/CM process, and completed the project under budget by nearly \$300,000 while managing complex grant funding and compliance.

**City of Bothell, Fire Stations 42 & 45 | Bothell, WA**

Adam led efforts to ensure the emergency communications at Station 45 remained operational during construction of two new ground-up, multi-use fire stations (\$35.5 million, Progressive Design-Build). Through constructability review, he identified significant cost savings by proposing to deliver both stations under a single design-builder, enhancing efficiency and coordination.



**Kyle Richardson**  
**SENIOR DIRECTOR**

Kyle is a recognized, award-winning leader and manager with more than 31 years of construction management experience. Kyle has completed transportation, aviation, heavy civil, and commercial construction projects totaling over \$600 million, from concept to closeout and commissioning. A preconstruction and design development expert, Kyle has managed owner-agency, developer, and contractor-led teams on precon projects totaling over \$1 billion in project value.

**EDUCATION**

B.A., English  
 Washington State University

**AREAS OF EXPERTISE**

Program Management  
 Construction Management  
 Project Management  
 Scheduling  
 Project Controls  
 Cost Estimating  
 Value Analysis  
 Constructability Review

**EXPERIENCE**

**Muckelshoot Casino/Hotel Expansion | Auburn, WA**

**624 Yale Apartment Tower | Seattle, WA**

**Everett Events Center Xfinity Arena | Everett, WA**

**Sound Transit, C755 Link Light Rail | Tukwila, WA**

**Ballard Library | Seattle, WA**

**SDOT, Spokane Viaduct Expansion and Replacement | Seattle, WA**

**Virginia Mason Clinic | Bainbridge Island, WA**



**Kat Getchell**  
**SENIOR PROJECT CONTROLS MANAGER**

Kat is a highly skilled professional with 35+ years of project controls experience. She has provided project controls management services to capital programs and multi-phase projects. Her extensive areas of project controls capabilities include budget planning and development, cost controls management, financial reporting budget vs. actual cost to date, estimate to complete, cash flow development, and contract administration. Her scheduling expertise includes Critical Path Method (CPM) baseline schedule development, progress schedule updates, CPM schedule technical review and analysis, and master schedule planning and development.

**EDUCATION**

B.A., Business Administration  
 Eastern Washington University

Design-Build Graduate Courses  
 Washington State University

**AREAS OF EXPERTISE**

Budget Development  
 Cost Management & Reporting  
 CPM Schedule Development  
 Master Schedule Development  
 Contract Administration  
 Resource Planning

**EXPERIENCE**

**Spokane Valley Fire Department, New Training Facility | Spokane Valley, WA**

**Spokane Valley Fire Department, Maintenance Facility | Spokane Valley, WA**

**Spokane Tribe of Indians, Spokane Tribe Casino | Airway Heights, WA**

**Almira School District, K-8 School Fire Replacement Project | Almira, WA**

**Ellensburg School District, 2018 Capital Improvement Program | Ellensburg, WA**

**Cheney School District, 2017 Bond Program | Cheney, WA**



**Cynthia Balzarini**  
**PROJECT CONTROLS SPECIALIST**

Cynthia has over a decade of experience in the construction industry, including significant bond programs, new construction, renovations, and grant programs. As a control specialist, she is an expert at maintaining budgets and schedules, defining scopes, and adhering to contract documents. Her expertise includes coordinating complex schedules for a wide range of activities and projects involving multiple variables and factors. She thrives in a fast-paced environment and has worked on a variety of projects from small tenant improvements to large, ground-up builds.

**EDUCATION**

B.A., Recreation  
 Pacific Lutheran University

**AREAS OF EXPERTISE**

Budget Management  
 Schedule Review & Analysis  
 Cost Controls  
 Furniture, Fixtures, & Equipment  
 (FF&E) Procurement

**EXPERIENCE**

- City of Bothell, Fire Stations 42 & 45 | Bothell, WA**
- Snohomish County 911, Emergency Communication Center | Everett, WA**
- City of Kirkland, Public Capital Improvement Plan & Fire Stations | Kirkland, WA**
- Ellensburg School District, 2018 Bond Program | Ellensburg, WA**
- Clover Park School District, Six-School Replacement | Joint Base Lewis-McChord, WA**



**David McBride**  
**COMMUNITY ENGAGEMENT EXPERT**

David has 18+ years of engineering and project management experience. Since joining OAC, David has led capital programs for schools, long-range and bond planning efforts, and strategic capital programs for high tech operational laboratories. He is well versed in managing complex projects, implementing continuous process improvement, as well as providing comprehensive administration oversight. David is also passionate about community engagement and supporting equitable and sustainable planning efforts. He utilizes a systematic and open approach to project planning and communication, seeking to add value to every step in the project from inception to well past completion.

**EDUCATION**

M.A., Community Planning  
 University of Washington

B.S., Civil Engineering Technology  
 Old Dominion University

Naval Nuclear Power Training,  
 U.S. Navy and Dept. of Energy

**AREAS OF EXPERTISE**

Project & Program Management  
 Long-Range Planning  
 Quality Assurance  
 Continuous Process Improvement  
 Bond Planning  
 Community Engagement

**EXPERIENCE**

- Kitsap County, Port Gamble Forest Heritage Park | Port Gamble, WA**
- Puyallup Indian Tribe, Fisheries and Natural Resources Building | Puyallup, WA**
- Rochester School District, Bond Program | Rochester, WA**
- Centralia School District, 2017 Bond Program | Centralia, WA**
- Pateros School District, Bond Feasibility Study | Pateros, WA**
- Tacoma City Association of Colored Women’s Clubs, Nettie Asberry Homesite  
 Tacoma, WA**

## PROJECT UNDERSTANDING AND APPROACH

### APPROACH

As an on-call contractor, we acknowledge the importance of being responsive to NEPDA's needs while balancing our workload effectively.

We are committed to prioritizing NEPDA's requirements and ensuring timely support for community engagement initiatives. Here's how we manage performance effectively in such situations:

#### Clear Communication Channels:

We maintain open lines of communication to promptly address inquiries and service requests from NEPDA. Our dedicated point of contact ensures efficient coordination and timely response to any emerging needs.

#### Flexible Resource Allocation:

We adopt a flexible approach to resource allocation, allowing us to adjust team assignments and schedules as necessary to accommodate urgent requests from NEPDA. This ensures that we can deploy the right expertise at the right time to meet project requirements.

#### Scalable Capacity:

Our team is structured to scale up or down quickly based on project demands. We have established processes in place to onboard additional resources if needed, ensuring that we

can ramp up capacity to handle increased workload without compromising quality or responsiveness.

#### Proactive Planning:

We proactively plan and manage our project pipeline to avoid overcommitment and ensure that we have the bandwidth to take on new assignments from NEPDA. By carefully balancing our workload and scheduling, we mitigate the risk of conflicts and delays in service delivery.

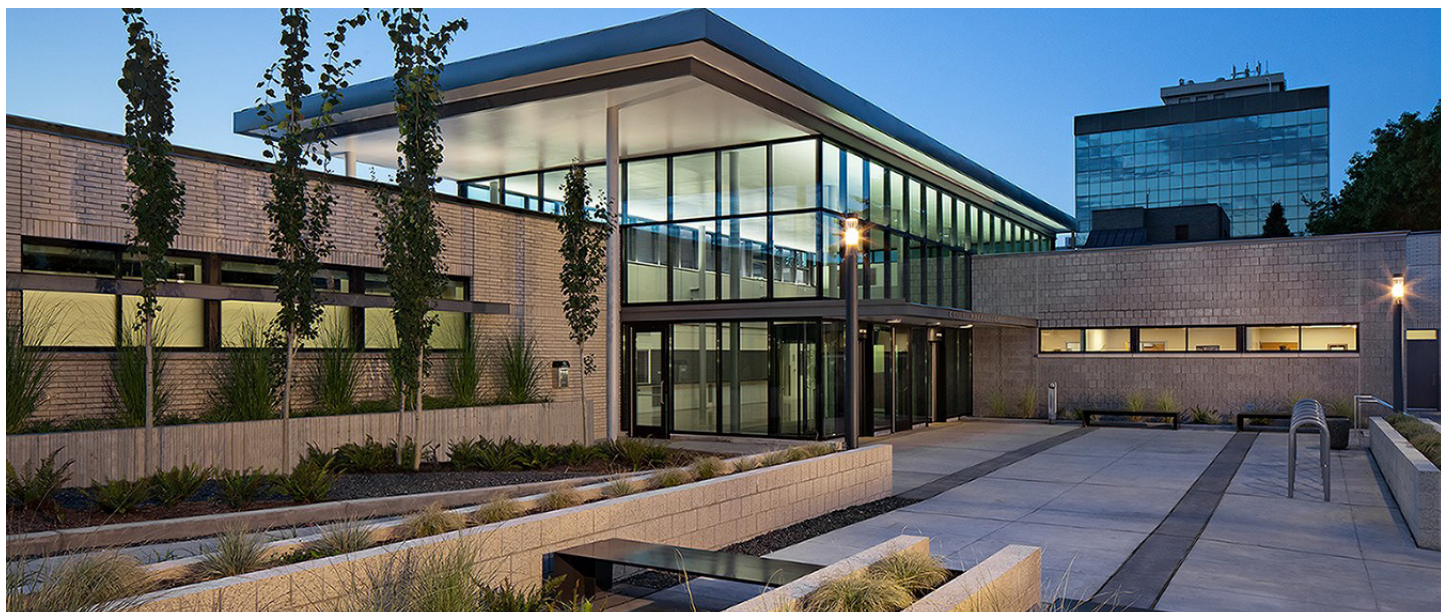
#### Commitment to Responsiveness:

Above all, we are deeply committed to being responsive and available to address NEPDA's needs promptly. We understand the importance of community engagement initiatives and will make every effort to prioritize and expedite our response when called upon to provide services.

### PROJECT MANAGEMENT METHODS

Since our inception in 1955, OAC has performed construction, project, and budget management services for hundreds of public and private clients. Our staff includes project management professionals, certified construction managers, GC/CM workshop graduates, DBIA-certified professionals, LEED-accredited professionals, certified cost estimators, SAVE-accredited professionals, professional engineers, licensed architects, registered roof observers, and building enclosure specialists.

Because our projects span a variety of sizes, from small tenant improvements to once-in-a-generation multi-year programs, we've become well-versed in matching methods with the right project scope. Our broad and deep project delivery





experience drives us to keep refining our methods for all types of construction in the communities where we not only operate, but also live, work, and play.

The OAC approach is straightforward — ask the right questions, measure the right data, identify risks, consolidate information, take action, and begin with the end in mind. We are focused on what is possible with the right blend of innovative thinking, advanced technology, and deliberate processes developed over 68 years. Our team is agile, scalable, and flexible, which makes us an ideal partner.

**EXPERIENCE WITH SIMILAR CONTRACTS**

**Government Agencies**

OAC’s experience working with government agencies is vast. Our portfolio of partnering with governments of all sizes dates to our firm’s inception in 1955.

Overall, our project and client stats for government agencies include:

- 420 projects for 63 government agencies
- 190 projects for 50 municipalities
- 58 projects for 24 cities
- 17 current government clients
- 6 current city clients

With a dedicated government and transportation market sector, we continuously refine how we deliver our services for partnering with public agencies.

**On-Call Contract Experience**

Our previous on-call experience includes managing work with the Port of Seattle, King County, Sound Transit, TriMet, WSDOT, City of Seattle, and the General Services Administration.

**Community Engagement Experience**

OAC has a compelling history of community engagement. We’ve worked on multiple bond planning projects, providing long-range master planning, community engagement, and facilitation services for schools. We have collaborated with a variety of stakeholders on projects with often-times, conflicting needs. Creating various opportunities for community participation and engagement is our strength, and we strive to provide transparent and meaningful reporting to community participants. We make added efforts for stakeholders to be represented, empowered, and feel ownership over design and development.



**ALTERNATIVE CONTRACT DELIVERY**

OAC has helped more public agencies obtain PRC approval for the use of alternative project delivery than any other construction management firm in Washington, including 59 GC/CM and 33 Design-Build projects.

If there is one thing we know about public owners and their needs when delivering a project under alternative delivery, it is that we cannot assume that one is like any of the others we have worked with. While each has similar constraints and challenges, we find that every organization is unique in how they operate within those constraints. If selected, our first order of business will be to get to know NEPDA. We aim to understand the pain points, who will be involved and at what level, and what the communication expectations are.

We will first identify all stakeholders who will play a role in procuring, planning, and delivering the project as well as those involved in daily operations. In our experience, the following groups are involved in projects of this nature: procurement staff, end users, leadership, and project delivery staff.

**USING DATA TO INFORM DECISIONS**

OAC works on a variety of projects in several regions, allowing us to collect and analyze a tremendous amount of data. The results are data-driven decisions and recommendations to ensure clients’ desired outcomes are achieved. Data that we collect and analyze includes standard project documents such as submittals, RFIs, and change orders, but we go further. We track regional labor contracts to make sure the contractor has a plan in case there is a work stoppage, and so we can work to mitigate such issues ahead of time. For schedule foresight, we look at historical data of weather and daylight for our project locations.

We use this information to improve the quality of forecasted costs and schedule; identify potential productivity problems, staff shortages, and material shortages; understand and defend against claims; and provide an overview of progress that clients can use and share with supervisors, elected officials, and the community.

**MANAGING CONTRACTOR PAYMENTS – TRUST, BUT VERIFY**

OAC will review the contractor’s monthly applications for payment in tandem with the monthly progress schedule update to validate billings earned against the schedule progress reported for the period. For example, if our schedule analysis shows the project is 35% complete but the contractor is requesting payment for 45% of the work, we would need to challenge what the contractor is requesting.

We utilize a standard checklist to verify items such as lien waivers; materials kept off site which are accounted for with photos and stored in an insured facility; cash flow; waste management reports; and other contractually required information that



accompanies the monthly pay application. Additionally, our team has experience verifying certified payroll records and can confirm the contractor and their subcontractors are reporting certified payroll regularly and accurately per Washington State requirements.

**ESTIMATING AND DRAFTING CHANGE ORDERS**

Ample project documentation, especially site observations and photography, allows our team to provide well-informed, empirical recommendations when reviewing change order requests and pay applications. We have experience with building project communication histories to help settle construction claims arising from recent force majeure events. We utilize fact-based data supported by rigorous documentation and organization of site progress, contractual specifications, and cost and schedule tracking to make confident decisions and evidence-based recommendations.

Our change management record under challenging circumstances has been exemplary due to our ability to clearly dispute, validate, and/or negotiate resolutions, so the project is not delayed and there is no impact on team performance. OAC will thoroughly evaluate all proposed changes to determine whether the change is valid and appropriate per the contract and assess whether its cost implications are accurate. Only then would a recommendation for approval, modification, or rejection be presented.

**CONTRACTOR SCHEDULE REVIEW**

OAC understands the fundamentals of good scheduling techniques and is experienced in developing Critical Path Method (CPM) project schedules and schedule analysis. A quality CPM construction schedule is only as good as the specifications provided in the contract documents.

Having a good scheduling specification in the contract documents is the best way to enforce schedule compliance with the general contractor. A quality scheduling specification includes:

- Baseline schedule submittal requirements
- Level of detail required in the schedule
- Content of information required in the schedule
- Format of the schedules, including specific software requirements
- Schedule narratives and cost loading requirements
- Monthly progress update submittal requirements
- Instructions for schedule delays and time impact analysis requirements

OAC will review and provide input on the scheduling specifications used in the contract documents to make sure

they meet the needs of NEPDA. OAC strongly recommends the use of Primavera P6 scheduling software for the development of all project construction schedules.

Leveraging the capabilities of software such as Acumen Fuse and Schedule Validator, our advanced project controls team will review and provide in-depth analysis of contractor schedules, working with your project manager to identify risks and opportunities. They will advise on schedule quality and needed corrections and provide input on contract schedule specifications to minimize your risk.

**CONFLICT OF INTEREST**

No potential conflict of interest.



---

# REFERENCES

---

Don't take our word for it. Contact our references and hear what it is like to work with OAC.

### 3. REFERENCES

CLIENT	NAME & TITLE	CONTACT INFORMATION
City of Bothell	Jeff Sperry Fleet and Facilities Project Manager	425.471.4816 jeff.sperry@bothellwa.gov
City of Mount Vernon	Jill Boudreau Mayor Emerita	360.630.1404 cjillb@mountvernonwa.gov
NorthEast Washington ESD 101	Rob Roettger Superintendent	509.953.0537 rroettger@esd101.net



# OAC

---

1717 S Rustle St. Suite 105

Spokane, WA 99224

T: 509.464.2206 | [OACSVCS.COM](http://OACSVCS.COM)

# Northeast Public Development Authority

*Qualifications for:*

On-Call Design/Construction Management  
and Owner's Representative Services

Submitted: April 30, 2024



Turner & Townsend  
Heery

**MAKE IT SPOKANE**

# 1. Table of Contents

2. Transmittal Letter	3
3. Qualifications	4
a. Relevant Projects	
b. Project Organization and Staff Experience	
c. Project Understanding and Approach	
d. Conflict of Interest	
4. References	19
5. Certification <i>(noted on Transmittal Letter)</i>	3



Northeast Public  
Development Authority

## VALUES

*Committed to providing our community, neighborhood, businesses and their employees with the highest level of integrity, commitment, and collaboration. Every person. Every project. Every time.*



# 2. Transmittal Letter



1212 N. Washington, Suite 219  
Spokane, WA 99201  
509.714.7167 Tel  
www.heery.com

April 30, 2024

Mr. Jesse Bank  
Executive Director  
Northeast Public Development Authority (NEPDA)

**RE: On-Call Design/Construction Management and Owner’s Representative Services**

Mr. Bank and Members of the Selection Committee,

Turner & Townsend Heery is excited to present our qualifications to provide on-call construction management services. We will strive to be your preferred service provider by providing you with the highest possible level of service on every project that we do together. Through each project, we will learn and grow in our delivery and look forward to taking each of those lessons forward to provide you with the highest quality of service. We specialize in construction management, alternative delivery advisory, estimating, scheduling, facilities assessments, value engineering, commissioning, and equipment planning and logistics services in the United States since 1952. We have over 400 employees in 18 offices nationwide, and 68 employees in our Northwest regional offices, including **nine out of the Spokane office**. Our firm’s local bench of in-house professionals, locally and regionally, makes us particularly well-suited to provide responsive on-call service.

We offer the following unique advantages to Northeast Public Development Authority:

**Commitment of the right team**

We hand-picked our On-Call Construction Management Representative (OCCMR) team of **Robert Gross, David Mendez, Jerry Burk, John Minder, Jamie Kelley, and Jonathan Miller** to serve the Northeast Public Development Authority Board. Each has expertise in the public sector and in holding contractors accountable to project contract provisions. As your Project Executive and Primary Point of Contact, I will provide the NEPDA with all the necessary resources to drive success. I bring a thorough understanding of the work currently being done locally, the impacts of that work, and how it may affect your projects. Our team is committed to the excellent work and growth of the Spokane community, specifically the Northeast, and I will provide supervision of local team members and contract administration for individual task orders. Additionally, the team will be supported, as needed, by a team of discipline-specific experts possessing an excellent record of service on past projects. Our team has successfully delivered construction management services with local area public agencies such as county, school, recreational, office, aviation, healthcare, and government facilities.

**Responsiveness for on-call contracts**

We offer comprehensive solutions and the right personnel with the specific skillsets necessary to deliver your projects successfully. We have recently managed safe and efficient construction services for other public client projects across various market sectors, including on-call projects. Our local staff can react immediately, and the depth of our staff in the Northwest Region allows us to keep our availability flexible and provide the ability for a quick response to your needs. From the start, we act as an extension of your staff to control the construction process while minimizing additional costs and keeping the project on time.

We appreciate the opportunity to present our qualified personnel to support your needs. We welcome the opportunity to partner with you to help deliver fully functional, efficient, safe, and timely projects. If you have any questions, please contact me at 509.714.7167 or david.beaudine@turntown.com. We look forward to partnering with you on future projects.

Sincerely,



David Beaudine, CCM, Assoc. DBIA™  
Vice President  
Turner & Townsend Heery, LLC

**5. Certification:** *By submitting an SOQ, we certify and verify (1) we have examined, read, and understand the RFQ; (2) we have taken steps reasonably necessary to ascertain the nature and location of the work, and that we are satisfied to the general and local conditions which may affect the work or its cost; and (3) we meet all required business and licensing criteria, including active registration with the Washington Secretary of State, an active business license issued by the Washington State Department of Revenue, and has an active Worker’s Compensation account with the Washington State Department of Labor and Industries.*

# 3. Qualifications

## a. Relevant Projects

Include and describe projects of similar scope of work that the firm and team have completed or participated in during the past five years. This description should include the (a) date of the project, (b) name and address of client organization, (c) name and contact information for individual in the client organization that is familiar with the cited project, and (d) a short description of the project. Highlight any examples of Alternative Project delivery and any employment of innovative construction practices (i.e. mass timber, prefabrication, etc.).

Our team has a rich work history with public agencies in the Spokane area including Spokane International Airport, Spokane School District, Spokane County, and other local agencies.

### Spokane International Airport Spokane, WA

#### On-Call Contract

##### a. date of project

Our team has been serving the Spokane International Airport since 2005 with recent on-call contracts dates of 2018-2020, 2021-2023, 2024-2026.

##### b. name and address of client organization

Spokane International Airport  
9000 W. Airport Drive Suite 204  
Spokane, WA 99224

##### c. name and contact information for an individual in the client organization that is familiar with the cited project

Lisa Corcoran  
Director, Planning and Development Department  
Phone: 509.455.6406  
E-mail: Lcorcoran@spokaneairports.net

##### d. short description of the project

#### TSA Office Refresh

Our team led the construction and weekly coordination throughout the project. We also conducted design review and phasing assistance of the office renovation for the TSA.

**Dates:** 2020

**Project delivery type:** Design-Bid-Build

**Staff:** David Beaudine



SPOKANE INTERNATIONAL AIRPORT, SPOKANE, WA

#### Central Hall Terminal Renovation & Expansion

We are providing GC/CM Advisory support for Phase 2 of the Terminal Renovation and Expansion program consisting of the demolition and construction of new centralized baggage hall and TSA Screening.

**Dates:** 2022 - ongoing

**Project delivery type:** GC/CM alternative delivery

**Staff:** David Beaudine, Jerry Burk, and Kim Via

#### Relevancy to NEPDA

- On-call support services
- Project and delivery method evaluation
- Alternative delivery & PRC support
- Project team procurement
- Design/preconstruction support
- Value Engineering support
- Construction management and administration
- Constructability review



# 3. Qualifications

## a. Relevant Projects

### New Administrative Building

We are providing **GC/CM advisory services** for the new administrative building to support Airport Administrative Staff, including space for offices, meeting rooms, lunch/break rooms, storage/archive space, and an integrated parking garage to support staff and business visitors. The project will be sustainable with potential LEED and WELL building standards.

**Dates:** 2023 - ongoing

**Project delivery type:** GC/CM alternative delivery

**Staff:** David Beaudine

### Felts Field Fuel Facility

We provided **construction management services** and are responsible for **close-out support for the construction** of a new filling facility at Spokane International Airport Felts Field.

**Dates:** 2020 - 2021

**Project delivery type:** Design-Bid-Build

**Staff:** David Beaudine

### Multiple Structure Demolition

We provided **construction management services** and oversaw the demolition of multiple storage facilities to clear way for future development.

**Dates:** 2021

**Project delivery type:** Design-Bid-Build

**Staff:** David Beaudine, Jerry Burk, and Kim Via

### Electrical Vehicle Charging Stations

We provided **construction management services** for the installation of electric vehicle charging stations on Floor 1 of the West Parking Garage.

**Dates:** 2021 and 2022

**Project delivery type:** Design-Bid-Build

**Staff:** David Beaudine, Jerry Burk, Kim Via



### Business Park Roadways (Godfrey Road)

We provided **construction management services** for the work that included widening and repaving S. Godfrey Blvd from W. Pilot Drive to approximately 1,200 feet to the north in support of the new Amazon air cargo facility.

**Dates:** 2021

**Project delivery type:** Design-Bid-Build

**Staff:** David Beaudine, Jerry Burk, Kimberly Via, David Mendez, and Nenad Curgus

### Terminal Apron Seal Replacement

We provided **construction management services**, including phasing and oversight for the joint seal replacement. The project replaced the elastomeric joint sealant with compression joint seals for the expansion and construction joints.

**Dates:** 2023

**Project delivery type:** Design-Bid-Build

**Staff:** David Beaudine, Jerry Burk, John Minder, Kim Via

### Airport Drive Inbound Realignment

We provided **construction management services** for Phase 1 and 2 of the Airport Drive Inbound Realignment project which consisted of the construction of 3,000 linear feet of two-lane asphalt arterial roadway.

**Dates:** 2020 - 2021

**Project delivery type:** Design-Bid-Build

**Staff:** David Beaudine, Jerry Burk, Kim Via, Nenad Curgus

# 3. Qualifications

## a. Relevant Projects

### Grant County Ephrata, WA

#### Law and Justice Center

##### a. date of project

2023 - ongoing

##### b. name and address of client organization

Grant County  
35 C Street NW  
Ephrata, WA 98823

##### c. name and contact information for an individual in the client organization that is familiar with the cited project

Tom Gaines  
Central Services Director  
509.754.2011, x3276  
tgaines@grantcountywa.gov

##### d. short description of the project

Turner & Townsend Heery is providing **GC/CM advisory services** in addition to **design and construction support** for the new jail as well as the remodel of an existing law and justice building. The new county jail facility will consist of 512 secure jail beds, booking, kitchen, laundry, sally-port, medical/infirmery, jail administration, and support spaces.

The law and justice facility, which houses the existing jail, is being remodelled to provide additional support and courthouse space.

The new jail facility will be 133,000 SF while the remodel of the law and justice facility will account for 54,000 SF. The project will consist of a phased approach, requiring completion of the new jail facility and relocation of appropriate facilities to the new building, then a multi-phased remodel of the existing facility while occupied.

**Dates:** 2023 - 2025

**Project delivery type:** GC/CM alternative delivery

**Staff:** David Beaudine



GRANT COUNTY LAW AND JUSTICE CENTER, EPHRATA, WA

### Relevancy to NEPDA

- Project and delivery method evaluation
- Alternative delivery & PRC support
- Project team procurement
- Design/preconstruction support
- Value Engineering support

# 3. Qualifications

## a. Relevant Projects

### Spokane County Spokane, WA



AVISTA STADIUM MODERNIZATION, SPOKANE VALLEY, WA

### Avista Stadium Modernization

#### a. date of project

2023 - ongoing

#### b. name and address of client organization

Spokane County  
1116 W Broadway Avenue  
Spokane, WA 99260

#### c. name and contact information for individual in the client organization that is familiar with the cited project

Doug Chase  
Director of Parks, Recreation & Golf  
DChase@spokanecounty.org  
509.477.2720

#### d. short description of the project

The Spokane Indians Baseball Club, Spokane County, and the City of Spokane Valley recently reached an agreement to share the cost of the planned stadium renovations and selected Turner & Townsend Heery as the **project manager** for the project.

Major League Baseball (MLB) imposed new standards on all minor league teams that must be met by March 2025 in order for the franchises to continue to operate. These new standards require the Spokane Indians to modernize their existing facilities to meet the required standards. The project will include:

- Improved home and visitor clubhouses
- New batting cages and workout facilities which include relocation of the existing maintenance building
- Additional foul ball safety netting
- Improved video scoreboard
- Replacement of the dugouts
- Bullpen relocation
- Stadium light replacements
- Field renovations and infrastructure improvements
- Relocation of administration operations and associated tenant improvements

**Dates:** 2023 - 2025

**Project delivery type:** GC/CM alternative delivery

**Staff:** David Beaudine, Rob Gross, Jamie Kelly, John Minder, and Kim Via

### Relevancy to NEPDA

- *Project and delivery method evaluation*
- *Alternative delivery & PRC support*
- *Project team procurement*
- *Design/preconstruction management*
- *Value Engineering support*
- *Construction management and administration*

# 3. Qualifications

## a. Relevant Projects

### Camas Meadow Park & Plantes Ferry Sport Complex, Phase 1 Improvements

#### a. date of project

2024 - ongoing

#### b. name and address of client organization

Spokane County  
1116 W Broadway Avenue  
Spokane, WA 99260

#### c. name and contact information for individual in the client organization that is familiar with the cited project

Doug Chase  
Director of Parks, Recreation & Golf  
DChase@spokanecounty.org  
509.477.2720

#### d. short description of the project

Spokane County aims to **grow sports tourism and generate economic impact in the region** by attracting, hosting, and retaining tournaments and events, and improving local sports and recreation programs in the community.

Phase 1 of Plantes Park includes converting one to three fields to multi-use fields with synthetic turf, updating field lighting to reduce light pollution, and adding 185 parking spots. Synthetic turf provides a stronger playing surface that will withstand routine maintenance and allow for a wide variety of sports, including soccer, football, lacrosse, rugby, field hockey, and ultimate frisbee.

The West Plains area is vibrant and diverse, but it has been under-served. Spokane County has a mission to foster inclusivity; they intend to serve them by constructing a new park. This park will feature structured and field play areas, walking paths, and a host of other County amenities designed to cater to the diverse needs and interests of all visitors.

Turner & Townsend Heery was selected to provide **project management and support** the County in obtaining approval to use the progressive design-build alternative delivery method.

**Dates:** 2023 - 2025

**Project delivery type:** Progressive Design-Build alternative delivery

**Staff:** David Beaudine, David Mendez, Jonathan Miller, and Kim Via



### Relevancy to NEPDA

- Project and delivery method evaluation
- Alternative delivery & PRC support
- Project team procurement
- Design/preconstruction management
- Construction management and administration

# 3. Qualifications

## a. Relevant Projects

### Innovative Construction Practices

With a rich portfolio of projects across the local region, we have had the privilege of working with diverse clients, accumulating a wealth of experiences and solutions that we leverage as valuable insights for all our clients. Our expertise in innovative construction practices is demonstrated in the following project examples.

#### Avista Stadium, Spokane County



Due to the tight timelines of the project and the shortened off-season for the team, a lot of the work had to be completed in a shorter timeframe. We put our heads together and elected to utilize pre-engineered metal buildings for the maintenance facility and training building in place of stick-framed structures. This decision allowed the project to save 4-5 months as we could get the scope bid out early and simplify the permitting process, keeping the project on schedule. In addition, the structure for the maintenance building allowed for the new center field “batter’s eye” to be constructed in place of a separate, stand-alone structure.

#### Spokane Valley Fire Department Maintenance Facility



In the review of the building structure and envelope, we worked with the project team to conduct a cost/benefit analysis of differing options. The team reviewed various systems and determined that pre-cast composite insulated panels provided the greatest value for the project instead of traditional framed and insulated wall systems, or CMU.

#### Quincy High School



During the design review of the structure, it was noticed that the building footings were larger than a typical building of this size. Upon discussions, the structural engineer noted that it was due to seismic activity in the region. We employed the services of our geotechnical engineer for \$10k to review the soils, and provide a new footing size and load recommendation. Per their study, we were able to decrease the rating of the local area and revise the footing depth which saved the client and project approximately \$400k.



LOGAN ELEMENTARY, SPOKANE, WA

#### Logan Elementary, Spokane Schools



Understanding the current construction market, delays in material delivery, and the short project timeline; the team understood that if the mechanical units were included within the main project bid, the lead times were too long to have the units operational for the opening of school. Therefore, the team procured an early mechanical equipment package ahead of the main project bid package to help ensure delivery to the project when needed. This allowed the project to maintain its schedule and open on time.



#### West Valley (Yakima) School District

As part of the 2019 capital bond program, two schools needed to be replaced. The decision was made to construct a prototype elementary, allowing for efficiency in the design and construction of the two buildings. Utilizing the **GC/CM alternative delivery method**, we were able to create a project schedule that would allow the most efficient form of construction for the two buildings. As part of the subcontract biddings, we implemented a revised bid form that allowed subcontractors to provide not only a price to do school “a” and a price to do school “b” but also a discount that they would give on their overall number if they were to be awarded both schools. This creative bid form provided tangible savings to the District of over \$350k, which has since enabled them to do additional improvement projects throughout the District.

# 3. Qualifications

## b. Project Organization and Staff Experience:

Include the organizational structure that is proposed to implement the on-call services, identifying the primary point of contact, support staff, subconsultants, and the location of the office where the majority of work of the firm will be completed. Include resumes of the key project personnel identifying professional qualifications, experience, capabilities, and relevant projects each have completed.



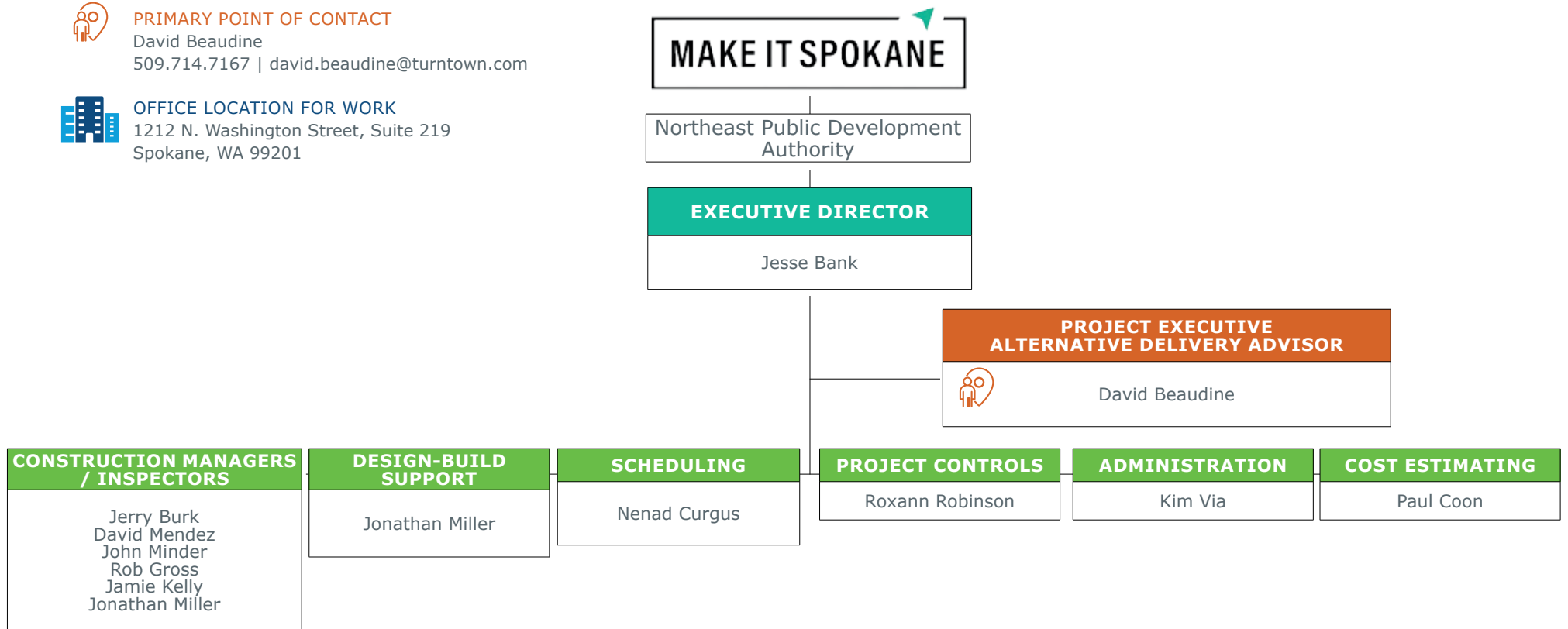
**PRIMARY POINT OF CONTACT**

David Beaudine  
509.714.7167 | david.beaudine@turntown.com



**OFFICE LOCATION FOR WORK**

1212 N. Washington Street, Suite 219  
Spokane, WA 99201



# 3. Qualifications

## b. Project Organization and Staff Experience:



**David Beaudine**  
CCM, Associate DBIA™

Project Executive  
Alternative Delivery Advisor

David has a broad construction experience, including aviation, higher education, and medical facilities. He has served as an owner’s representative throughout all project phases and is also experienced in providing project oversight as a project director. David has been a resource to construction managers and owners by providing QA/QC in the delivery of services. He continually impresses his clients with his attention to detail, can-do attitude, and straightforward recommendations.

### Relevant Experience

#### Spokane International Airport, Spokane, WA

- Rental Car Renovations Phase 1 & 2
- Business Park Roadways (Godfrey Road)
- Concourse C Terminal Renovation & Expansion
- New Administrative Building
- Rail-Truck Transload Facility Phase 2 & 3
- Electrical Vehicle Charging Station
- Terminal Apron Seal Replacement
- Airport Drive Inbound Realignment
- On-Call Task Order Construction Management IDIQ Contracts

#### Grant County Law and Justice Center, Ephrata, WA

#### Spokane County Parks and Recreation, Spokane, WA

- Avista Stadium Improvements, Spokane Valley, WA
- Camas Meadow Park & Plantes Ferry Sport Complex, Phase 1 Improvements

#### Spokane Public Schools, Rogers High School, Spokane, WA



**Rob Gross**

Project Resource:  
Senior Project Manager

Rob is a focused, driven, detailed project and construction management professional with 19 years of success. He is an experienced team leader who collaborates and directs all phases and aspects of multimillion-dollar construction and renovation projects within accelerated time frames. He implements additional processes with special care in occupied and phasing projects that Rob completed within the scheduled timelines and met the limits of budgetary constraints.

### Relevant Experience

#### Spokane County Parks and Recreation, Spokane, WA

- Avista Stadium Improvements, Spokane Valley, WA

#### Spokane Public Schools, Logan Elementary School, Spokane, WA

#### Riverside School District, Riverside Middle School, Riverside, WA

#### Centennial Properties, Mirabeau Point, Spokane Valley, WA

#### Wenatchee Valley YMCA, Wenatchee, WA

#### City of Yakima, Convention Center Renovation, Yakima, WA

#### The HUB Sports Center, Liberty Lake, WA

# 3. Qualifications

## b. Project Organization and Staff Experience:



**Jonathan Miller**  
CCM, PMP, ASSOC. DBIA

Project Resource:  
**Construction Manager and Inspector**  
Design-build Support

Jonathan has 15 years of experience providing construction services. He has provided on-site construction management for various municipalities, fire departments, school facility modernizations and replacements, and other public works projects. Jonathan’s project experience includes all phases of project management, from the planning and design phase through closeout, while maintaining hands-on client communication throughout the process. He is well-versed in GC/CM procurement, progressive design-build, design management, schedule review, field observations, contract management, cost control, and change order management.

### Relevant Experience

**Kennewick Public Facilities District, Three Rivers Convention Center Expansion, Kennewick, WA**

**City of Spokane Valley, Cross Country Sports Complex, Spokane Valley, WA**

**Spokane Valley Fire District, Training Facility, Spokane Valley, WA**

**Spokane County Parks and Recreation, Spokane, WA**

- Camas Meadow Park & Plantes Ferry Sport Complex, Phase 1 Improvements

**Central Valley School District, Capital Bond Program, Spokane Valley and Liberty Lake, WA\***

*\*Work completed at a previous firm*



**David Mendez**

Project Resource:  
**Construction Manager and Inspector**

David has 32 years’ experience serving as construction manager, project manager, construction cost estimator, value engineer, and constructability reviewer. He has provided services for public and private clients on projects for airports, K-12 schools, railroad, commercial office, housing divisions, and water and sewer treatment facilities. Dave’s responsibilities include bidding, contract negotiation and administration, change order pricing and negotiation, procurement claims assessment and assisting with litigation, safety coordination and training, OSHA compliance, and compilation of financial information for outside accountancy.

### Relevant Experience

**Spokane International Airport, Spokane, WA**

- Rail-Truck Transload Facility Phase 2 & 3
- Business Park Roadways (Godfrey Road)
- On-Call Task Order Construction Management IDIQ Contracts

**Spokane Public Schools, Logan Elementary School, Spokane, WA**

**Kootenai Justice Center, Coeur d’Alene, ID**

**Spokane County Parks and Recreation, Spokane, WA**

- Camas Meadow Park & Plantes Ferry Sport Complex, Phase 1 Improvements



**John Minder**  
MBA, CMIT, EIT

Project Resource:  
**Construction Manager and Inspector**

John has experience as a project and construction manager he has worked on various projects, including the public sector, road construction, and K-12. His attention to detail continually impresses his clients, and his varied projects and educational background make him an asset to the team.

### Relevant Experience

**Spokane International Airport, Spokane, WA**

- Terminal Apron Seal Replacement
- On-Call Task Order Construction Management IDIQ Contracts

**Spokane County Parks and Recreation, Spokane, WA**

- Avista Stadium Improvements, Spokane Valley, WA

**Wenatchee Valley YMCA, Wenatchee, WA**

**West Valley Yakima School District, Yakima, WA**

**Moses Lake School District, 2017 Bond Program, Vicki Groff Elementary School, Moses Lake, WA**

**Centennial Properties, Mirabeau Point, Spokane Valley, WA**



# 3. Qualifications

## b. Project Organization and Staff Experience:



**Jerry Burk**  
CESCL  
On-Call Construction  
Manager and Inspector

Jerry has managed and supervised various construction projects from concept to completion, delivering on time and within budget by managing time and cost constraints while safeguarding the quality of all phases of construction. During the careful planning and coordination of the construction process, Jerry will handle subcontracting and purchasing, work with architects and engineers, secure building permits and licenses, and manage the delivery of materials and equipment to construction sites. He is also responsible for monitoring worker productivity and ensuring that the work follows all building and safety codes.

### Relevant Experience

#### Spokane International Airport, Spokane, WA

- Rental Car Renovations Phase 1 & 2
- Business Park Roadways (Godfrey Road)
- Concourse C Terminal Renovation & Expansion
- Rail-Truck Transload Facility Phase 2 & 3
- Electrical Vehicle Charging Station
- Terminal Apron Seal Replacement

#### City of Spokane Valley, City Hall Remediation, Spokane Valley, WA

#### Spokane Conservation District, Scale House Market, Spokane, WA



**Jamie Kelly**  
Project Resource:  
Construction Manager and  
Inspector

As a dedicated and driven project manager with over 22 years of experience, Jamie focuses on developing positive relations by building collaborative, flexible, and interdisciplinary teams to bring out the best in everyone involved. His expertise is strategic project-based community engagement and public outreach coordination. He is a skilled grant manager experienced with performance measures, metrics, and data reporting. Jamie is also seasoned at working with elected officials, community groups, stakeholder agencies, and the public.

### Relevant Experience

#### Spokane County Parks and Recreation, Spokane, WA

- Avista Stadium Improvements, Spokane Valley, WA

#### The HUB Sports Center, Liberty Lake, WA

#### Wenatchee School District, Wenatchee, WA

- Triangle Park

#### Spokane International Airport, Spokane, WA

- Terminal Ramp Seal Replacement

#### City of Auburn, Auburn, WA



**Roxann Robinson**  
Project Resource:  
Project Controls

With over 21 years of experience in construction management administration, Roxann provides program management support to our Project Managers and clients. She also manages documents, standardizes procedures, and sets up and maintains an internal financial database management system. She also provides project control set-up for budget management, oversight, training, and administration assistance to public clients. Roxann has strong organizational skills in implementing documentation for contracts.

### Relevant Experience

#### Mead School District, Capital Bond Program, Mead, WA

#### Spokane County Parks and Recreation, Spokane, WA

- Avista Stadium Improvements, Spokane Valley, WA

#### HUB Sports Center, Facility Expansion, Liberty Lake, WA

#### Moses Lake School District, Capital Bond Program, Moses Lake, WA

#### Riverside School District, Middle School Renovation, Riverside, WA

#### West Valley Yakima School District, Capital Bond Program, Yakima, WA

#### Quincy School District, Capital Bond Program, Quincy, WA

# 3. Qualifications

## b. Project Organization and Staff Experience:



**Nenad Curgus**  
PSP

Project Resource:  
**Scheduling**

Nenad has over 30 years of experience providing comprehensive scheduling services to our project managers, project owners, and contractors for various projects. They have continually relied on and valued his scheduling expertise for his ability to make informed decisions regarding scheduling matters. Nenad plays a pivotal role by making suggestions for cost savings related to sequencing and phasing each project's work. As a proficient user of multiple scheduling software platforms, his responsibilities include developing master program schedules, project schedules, and construction schedules, providing schedule analysis and review, and providing analysis of contractor claims for time and cost impacts.

### Relevant Experience

#### Spokane International Airport, Spokane, WA

- Rental Car Renovations Phase 1 & 2
- Concourse C Terminal Renovation & Expansion
- Rail-Truck Transload Facility Phase 2 & 3
- Airport Drive Inbound Realignment

#### Mead School District, 2017 Bond Program, Mead, WA



**Kim Via**

Project Resource:  
**Administration**

Kim is an administrative assistant with detailed organizational skills who cultivate new relationships with partners and clients. She has experience working directly with clients and the team to ensure the successful delivery of projects. Her clients recognize Kim as professional, personable, and able to work well with others.

### Relevant Experience

#### Spokane International Airport, Spokane, WA

- Rental Car Renovations Phase 1 & 2
- Business Park Roadways (Godfrey Road)
- Concourse C Terminal Renovation & Expansion
- Rail-Truck Transload Facility Phase 2 & 3
- Electrical Vehicle Charging Station
- Terminal Apron Seal Replacement
- On-Call Task Order Construction Management IDIQ Contracts

#### Grant County Law and Justice Center, Ephrata, WA

#### Spokane County Parks and Recreation, Spokane, WA

- Avista Stadium Improvements, Spokane Valley, WA
- Camas Meadow Park & Plantes Ferry Sport Complex, Phase 1 Improvements



**Paul Coon**

Project Resource:  
**Cost Estimating**

Paul is an experienced project controls leader with over 20 years of experience across project controls, project management, and cost management disciplines. Paul, equipped with professional qualifications in construction management, has honed his skills across a diverse range of industries, including healthcare and life science, commercial and mixed-use, industrial, petrochemical, telecommunication, and education sectors, showcasing his adaptability and versatility.

An outcome-focused team leader, Paul is well-versed in all phases of medium to very large-scale capital project delivery, from feasibility through procurement, execution, and closeout.

Paul is a results-oriented and collaborative individual with a solid leadership mentality and outstanding communication and problem-solving skills. Paul's extensive experience as a consultant and in roles working directly for owners and on the contractor's side provides him with a uniquely holistic perspective. Paul's collaborative mindset, coupled with his diverse experience and client mix, enables him to grasp and address client's needs effectively, facilitating the most efficient solutions.

### Relevant projects

#### West Main Development, Bellevue, WA

#### Arbor Blocks Development, Seattle, WA

#### University of Washington School of Medicine Phase 3.2, Seattle, WA

# 3. Qualifications

## c. Project Understanding and Approach

Demonstrate an understanding and familiarity of on-call services and types of projects typical to urban revitalization efforts. Describe your approach to completing on-call projects.

### Demonstrate an understanding and familiarity of on-call services

Turner & Townsend Heery has a history of successfully managing on-call services contracts with public agencies (from King County and Spokane Airport), and we understand the unique challenges in supporting this contracting methodology and mitigating risks. We have been truly fortunate to have provided similar services for the past six plus years to Spokane International Airport and have maintained high-level staffing and service immediately to each request made by the various departments within the airport. We understand the variety of on-call needs from alternative delivery support and estimating to PM/CM support and value engineering, and our robust team of industry professionals stands ready to support as-needed to align to your needs.

### Types of projects typical to urban revitalization efforts

We believe in investing in our communities and take great pride in projects that transform and help uplift the neighborhoods. The following projects have been instrumental to community revitalization.

#### Spokane School District, John Rogers High School, Spokane, WA

John Rogers High School is a staple in the **Hillyard community of Northeast Spokane**. The outcome of the John Rogers High School project has been met with an overwhelmingly positive response from the school district and the community it serves. In a segment of town where graffiti and vandalism are an everyday occurrence, the students have taken pride in their new school and respect it both inside and out. The new additions and renovated portions of the school have been built with the community in mind, maintaining the historic architecture of the existing building and abiding by the original materials, quality, and style throughout the entire addition. The building was constructed to preserve the beauty and history of the Hillyard community for the next 50 plus years. Turner & Townsend Heery was fortunate enough to provide design and construction phase management services for this GC/CM alternative delivery project.



SPOKANE SCHOOL DISTRICT, JOHN ROGERS HIGH SCHOOL, SPOKANE, WA

#### Quincy School District, George Elementary School, Quincy, WA

George Elementary School is a neighborhood school configured for collaboration across all grade levels. The addition created a total of eight new classrooms (including one for music), a staff work room, two office spaces, restrooms, and gymnasium. Due to a great bidding environment, cost savings occurred, and funds were used to update the existing spaces with new paint, wall coverings, and lighting. The new building also provides a safer single point of entry system to the building and key card access control. The residents near the school have a choice to attend or go to another elementary school in Quincy, and this revitalization has kept students in their neighborhood school and has strengthened the community of George.



THE SCALE HOUSE MARKET & KITCHEN, SPOKANE, WA

#### The Scale House Market & Kitchen, Spokane, WA

Spokane Conservation District (SCD) selected Turner & Townsend Heery to provide design and construction phase management assistance, value engineering, constructability review support, on-site construction management, and owner's representative services for the adaptive reuse of The Scale House, located on the Spokane Conservation Campus. The project provides access to local fresh food by community residents and proves the impact and importance of a learning kitchen and outdoor food and vendor market. **The project provides an inclusive community hub — a recent study showed that 18,000 visitors qualifying for food assistance programs like SNAP, Market Match, Senior Farmers Market Nutrition, and WIC will find support at the Scale House Market, allowing everyone access to local, nutritious food.** The project cost is \$4.4M.

# 3. Qualifications

## c. Project Understanding and Approach

Demonstrate an understanding and familiarity of on-call services and types of projects typical to urban revitalization efforts. Describe your approach to completing on-call projects.



WENATCHEE MUSEUM AND CULTURAL CENTER, WENATCHEE, WA

### Wenatchee Valley Museum and Cultural Center, Wenatchee, WA

The Wenatchee Valley Museum & Cultural Center (WVMCC) is a caretaker of the story of the Wenatchee Valley, and its current site needs a re-anchoring in its community. The project will reimagine the museum as a welcoming space that helps visitors understand the cultural breadth and communal spirit of this part of Washington State. The rehabilitation will make the museum a frontline of vision, not just a place for artifacts. The museum operates out of two historic landmarked post offices built in 1918 and 1938. The design and construction efforts will include rehabilitating historic structures and a new, daylit two-story addition that replaces the existing sky bridge, creating a new physical connection at ground level and introducing much-needed improvements to circulation throughout the Museum and Cultural Center. The new building between the two landmarked buildings will clarify access and circulation, providing **new arrival programming to a space that embraces the urban downtown area** and the neighboring park and stitches together the three floors of both existing buildings.

Turner & Townsend Heery was selected as the Owner’s Advisor to assist WVMCC through the GC/CM alternative delivery method and oversee and coordinate the team’s activities. The project will pursue, at minimum, LEED Silver certification.

### Fulton County Urban Redevelopment Plan, Atlanta, GA

Turner & Townsend Heery was selected by Fulton County in July of 2017 to provide program management services for the Urban Redevelopment Capital Improvement Plan involving the repair, renovation, and redevelopment of designated facilities owned by Fulton County spanning multiple facilities and two million square feet. The primary goal of the plan is to restore designated, existing facilities, economically and efficiently, to a condition that is fully functional and flexible in terms of size, appropriateness, and purpose to meet the long-term space and service needs of the constituents and employees of Fulton County.

Capital Improvement work is comprised of roof replacements, atrium skylight repairs, elevator modernizations, exterior renovations (water intrusion), MEP improvements, emergency generators, ADA modifications, interior/common area improvements, life safety and fire alarm upgrades, and security/access control replacements.

The program also includes a new 58,000 SF Animal Services Facility, which will triple the county’s current capacity.

Additionally, the County has purchased an existing building near the new Animal Services Facility to renovate the Public Safety Training Center. Our team assisted with the site selection and due diligence for this property. Design is currently underway to turn it into a 34,000 SF training facility with six classrooms.



FULTON COUNTY URBAN REDEVELOPMENT PLAN, ATLANTA, GA

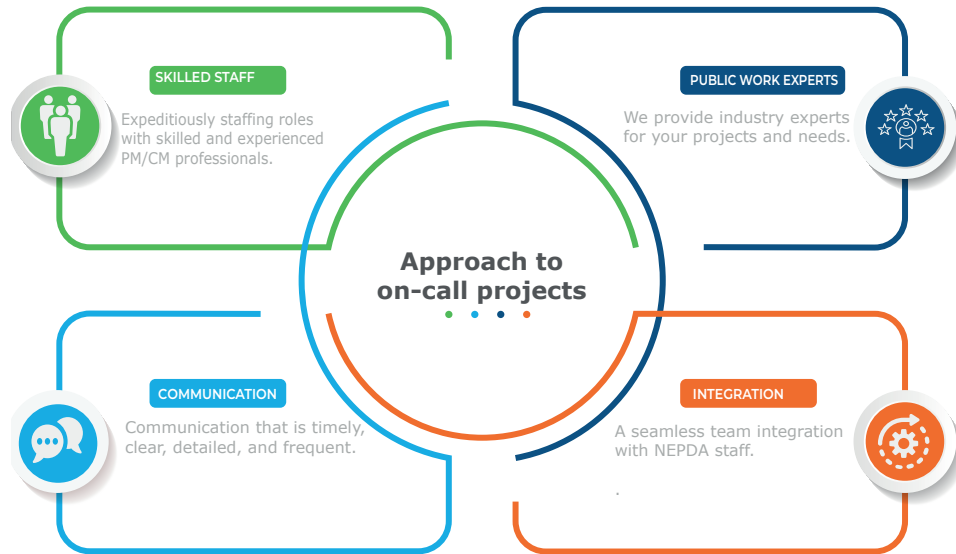
# 3. Qualifications

## c. Project Understanding and Approach

Demonstrate an understanding and familiarity of on-call services and types of projects typical to urban revitalization efforts. Describe your approach to completing on-call projects.

### Describe your approach to completing on-call projects.

We have identified areas we believe to be essential to the success of on-call services contracts, and we have an action plan to meet and exceed expectations.



### Expediently staffing roles with SKILLED STAFF and experienced construction and project management (owner’s representative) professionals

Understanding the scope and goals of on-call service directives is paramount to providing qualified staff. A key component is initial communication with the client on a project-by-project basis to clearly outline expectations of explicit duties to be performed, deliverables, tangible skills, and personal attributes that enable the staff to effectively execute the project and integrate into that specific project team. We work together, making no assumptions, so we can identify the proper staff and commitments for each project.



### Public Agency and Public Work Expertise

In understanding your projects and needs, we have assembled a team that understands public agency work and can address each of your presented needs. Internally, our Spokane-based team offers **nine construction project management professionals** who are grounded in public sector experience. Our team also has an impressive depth of experience in alternative delivery having been a part of over 30 different alternative delivery projects which includes more than 10 that have utilized progressive design-build. Project Executive and Alternative Delivery Advisor David Beaudine recently completed his second term (6th year) serving on the project review committee (PRC) and therefore understands the processes and requirements of the RCW’s and the PRC.



### Seamless team integration

We are proud to have served public agencies in Spokane for nearly 20 years on a wide variety of projects from horizontal to vertical construction. We understand how public agencies operate and manage projects, and we share the dynamic culture of respect, transparency, integrity, and professionalism. We adhere to RISE (respect, integrity, service, and excellence) values, and anyone presented by our team will exhibit those values to align staff integration and the requirements of a cultural match. Our staff will effectively integrate with all project team members, assimilate to your culture, and adhere to rules to meet the expectations of their position. Over the years as we have integrated new team members to current on-call contracts, we have mentored and coached them into our client’s culture and processes so that there are no learning curve concerns nor a delay to the project. We will be a seamless extension of the NEPDA team.

# 3. Qualifications

## c. Project Understanding and Approach



### Communication that is timely, clear, detailed, and frequent

Turner & Townsend Heery recognizes the importance of all team members subscribing to open lines of communication and that a communication plan needs to be a reciprocal action and obligation. At the onset of the contract, we will address a communication plan that is mutually acceptable in finding the balance between comprehensive visibility without overwhelming detail. This multi-layered plan outlines routine communications, preferred methods and tools, and escalation of issues to the appropriate stakeholders.

Examples of routine communications are daily and weekly inspection reports, construction change management logs, and project minutes. Preferences of communication methods and tools can vary and may change as requirements change. We understand the virtual world and the impacts on project teams, and we are accustomed to utilizing hybrid, face-to-face, or video conference calls as well as file-sharing services to make sure that all parties have the right information.

A communication plan will cover the immediate reporting of issues, incidents, safety concerns, and any potential risk to the project to the appointed stakeholders. Any unique situations that require decision-making also need to be addressed in real-time to afford timely decisions and superior project outcomes. Regular communication between our corporate leadership, and the project site on our team's performance and perceptions is critical. David Beaudine will conduct regular Quality Assurance checks with the on-call team and NEPDA management staff. This effort has proven to be an effective means of confirming that the needs of the project are being met and that our staff is successfully integrated into the construction teams.



## d. Conflict of Interest:

Identify or describe any potential conflict of interest.

Turner & Townsend Heery does not have any conflict of interest to disclose.



SPOKANE SCHOOL DISTRICT, JOHN ROGERS HIGH SCHOOL, SPOKANE, WA

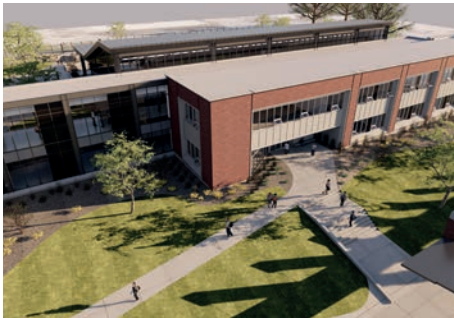
# 4. References

Provide a list of three references that have specific knowledge of work performed by the firm.



## Spokane International Airport

Lisa Corcoran  
Director, Planning, and Development Department  
9000 W. Airport Drive, Suite 204  
Spokane, WA 99224  
509.455.6406  
Lcorcoran@spokaneairports.net



## Spokane School District

Greg Forsyth  
Director of Capital Projects  
2815 East Garland Avenue  
Spokane, WA 99207  
509.354.5775  
gregoryf@spokaneschools.org



## Spokane County

Doug Chase  
Director of Parks and Recreation and Golf  
404 North Havana Street  
Spokane, WA 99202  
509.477.2720  
dchase@spokanecounty.org

**NORTHEAST PUBLIC DEVELOPMENT AUTHORITY  
RESOLUTION NO. 2024-005**

A **RESOLUTION** of the Northeast Public Development Authority (the “NEPDA”) to authorize the Executive Director to enter into a commercial lease agreement for office space at 5006 N. Market Street in Spokane.

**WHEREAS**, the NEPDA was originally established by City of Spokane Ordinance No. C-34813 on December 12, 2011 and reformed by the Interlocal Agreement between the City of Spokane and Spokane County through City of Spokane OPR #2019-0928 and Spokane County Resolution #19-1390 to assist the City of Spokane and Spokane County to facilitate economic development of the Northeast area of the City and County; and

**WHEREAS**, the NEPDA’s goals and mission include growing and facilitating redevelopment, development, and construction of public benefit projects, resulting in increased economic activity and job growth within the NEPDA’s boundaries; and

**WHEREAS**, the NEPDA’s Executive Director and staff require sufficient, reasonable, and adequate office space to effectively manage the NEPDA.

**BE IT RESOLVED**, that pursuant to the authority provided in the NEPDA bylaws and applicable policies, the NEPDA Board hereby authorizes the Executive Director to execute a commercial lease agreement with Richard K. Burris to lease office space at 5006 N. Market Street as set forth in the commercial lease agreement attached as Exhibit A, or in a substantially similar form;

**BE IT FURTHER RESOLVED**, that the Executive Director and officers of the NEPDA are hereby authorized and directed to take all action necessary and proper to effectuate the foregoing.

**BE IT FURTHER RESOLVED**, any actions of the Executive Director, Board of Directors or staff of the NEPDA prior to the date hereof and consistent with the terms of this resolution are ratified and confirmed.

**ADOPTED** by an affirmative majority vote of the Board of the Northeast Public Development Authority on the 10th day of May 2024.

**NORTHEAST PUBLIC DEVELOPMENT AUTHORITY**

\_\_\_\_\_  
BOARD CHAIR



**CERTIFICATE**

I, the undersigned, Secretary of the Northeast Public Development Authority Board of Directors, a municipal corporation organized under the laws of the State of Washington, do hereby certify that the foregoing resolution was duly approved and adopted by the Board of Directors of the corporation at a meeting of the Board of Directors duly called and held on the 10<sup>th</sup> day of May 2024, at which meeting a quorum was present; and that said resolution, as set out above, will appear in the minutes of said meeting in the corporation's minute book.

DATED this \_\_\_\_\_ day of \_\_\_\_\_, 2024.

---

SECRETARY

**NORTHEAST PUBLIC DEVELOPMENT AUTHORITY  
RESOLUTION NO. 2024-006**

A **RESOLUTION** of the Northeast Public Development Authority (the “NEPDA”) Board of Directors amending the NEPDA’s 2024 Budget.

**WHEREAS**, the NEPDA was originally established by City of Spokane Ordinance No. C-34813 on December 12, 2011 and reformed by the Interlocal Agreement between the City of Spokane and Spokane County through City of Spokane OPR #2019-0928 and Spokane County Resolution #19-1390 to assist the City of Spokane and Spokane County to facilitate economic development of the Northeast area of the City and County; and

**WHEREAS**, the NEPDA adopted Resolution No. 2023-005, adopting the 2024 Budget and Resolution No. 2024-005, authorizing the Executive Director to enter into a commercial lease agreement for office space; and

**WHEREAS**, the Executive Director has identified a need to obtain office furnishings, computers, supplies, and other office-related materials;

**WHEREAS**, the NEPDA Board finds it desirable for the efficient and effective governance to amend the 2024 Budget to add \$ [REDACTED] for office-related furnishings and materials for the purposes stated herein.

**BE IT RESOLVED**, that pursuant to the authority provided in the NEPDA’s bylaws, policies, and procedures, the Board of Directors hereby amends the 2024 Budget to approve funding for office-related furnishings and materials, and amends the 2024 Budget to add \$ [REDACTED] for such expenses.

**BE IT FURTHER RESOLVED**, that the Executive Director and officers of the NEPDA are hereby authorized and directed to take all action necessary and proper to effectuate the foregoing.

**BE IT FURTHER RESOLVED**, any actions of the Executive Director, Board of Directors or staff of the NEPDA prior to the date hereof and consistent with the terms of this resolution are ratified and confirmed.

**ADOPTED** by an affirmative majority vote of the Board of the Northeast Public Development Authority on the 10th day of May 2024.

**NORTHEAST PUBLIC DEVELOPMENT AUTHORITY**

---

BOARD CHAIR

**CERTIFICATE**

I, the undersigned, Secretary of the Northeast Public Development Authority Board of Directors, a municipal corporation organized under the laws of the State of Washington, do hereby certify that the foregoing resolution was duly approved and adopted by the Board of Directors of the corporation at a meeting of the Board of Directors duly called and held on the 10<sup>th</sup> day of May 2024, at which meeting a quorum was present; and that said resolution, as set out above, will appear in the minutes of said meeting in the corporation's minute book.

DATED this \_\_\_\_\_ day of \_\_\_\_\_, 2024.

---

SECRETARY