

**Attention: Jonathan Martin**

Department of Enterprise Services  
jonathan.martin@des.wa.gov  
360.239.3350

**Project No. 2023-826**

**Seattle College  
On-Call Architectural Consultant**

**Submitted by:**

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

Submission Due Date:

August 3, 2023 at 2:00 pm PST

ARCHITECTURE  
+ PLANNING

IA



STATE OF WASHINGTON  
DEPARTMENT OF ENTERPRISE SERVICES

1500 Jefferson St. SE, Olympia, WA 98501  
PO Box 41476, Olympia, WA 98504-1476

## Consultant Selection Contact Form

Designated Point of Contact for Statement of Qualifications  
For Design Bid Build, Design Build, Progressive Design Build, GC/CM & Job Order Contracting  
(JOC) Selections

|  |  |                            |
|--|--|----------------------------|
| Firm Name: <a href="#">Osborn Architects Inc.</a>                      |  |                            |
| Point of Contact Name & Title: <a href="#">Jerry Osborn, President</a> |  |                            |
| Email: <a href="mailto:josborn@oaips.com">josborn@oaips.com</a>        | Telephone: <a href="tel:206.920.6348">206.920.6348</a> |                            |
| Address: <a href="#">1011 SW Klickitat Way, Ste 208</a>                |  |                            |
| City: <a href="#">Seattle</a>  | State: <a href="#">WA</a>                              | Zip: <a href="#">98134</a> |

# TABLE OF CONTENTS

|                               |    |
|-------------------------------|----|
| Cover Letter .....            | 1  |
| Key Personnel .....           | 2  |
| General Project Approach..... | 7  |
| Relevant Experience .....     | 10 |
| Inclusion Plan.....           | 20 |
| Federal Form 330 Part II      |    |

August 3, 2023

**Attention: Jonathan Martin**

Department of Enterprise Services

jonathan.martin@des.wa.gov

360.239.3350

**RE: Project No. 2303-826 On-Call Architectural Consulting**

Osborn Architects, Inc. (OAI) is a full-service architectural firm that specializes in the repair and improvement of existing facilities. The majority of our projects focus on improving the quality of the existing built environment by repairing, renovating, and rehabilitating existing structures and/or site utilities. We work collaboratively with shareholders, facility managers, and maintenance leads in order to isolate essential project "needs" from elective project "wants", allowing OAI to provide value-based design solutions to our clients. We understand the steps and considerations that are necessary when working within an existing structure. This hands-on experience makes our team unique and sets us apart from more traditional architectural design firms. Equally important, we understand the cost and schedule impacts associated with long-lead equipment procurement.

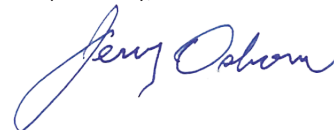
**On-Call Experience:** In addition to our on-call experience with DES, OAI is currently on-call architects for numerous civic clients throughout the Puget Sound region. Notable clients include the City of Seattle, Seattle Parks and Recreation, Community Roots Housings, Thurston County, and Port of Tacoma. These clients provide us with experience in various building types, occupancy groups, and contracting opportunities.

**Experience on Your Campuses:** We were On-Call Architect with Seattle Central College from 2015-2019 and 2021-2023, and South Seattle College from 2015-2023. We understand the complexities of working on higher education facilities, and have established an excellent working rapport with your staff. It is our sincere hope to continue our work with Seattle Colleges and utilize the expertise we have gained on future projects.

**Experience with a Diverse Workforce:** OAI facilitates approximately 40 publicly bid projects every calendar year and we aspire to include a diverse construction team on every projects. Not only do we have a successful record of working with qualified WMBE consulting engineers, but OAI is also committed to providing opportunities to qualified small business entities. Additionally, when bidding we reach out to WMBE contractors and sub-contractors, encouraging them to bid our projects and assist them with required DES forms as needed. This allows contractors to learn the requirements of working in the public sector and allows them to focus on providing quality construction.

We appreciate your careful consideration of our qualifications. We hope that our submission successfully demonstrates to the selection committee that we understand campus infrastructure needs, DES contracting protocols, and our commitment to North Seattle College, Seattle Central College, and South Seattle College.

Respectfully,

A handwritten signature in blue ink that reads 'Jerry Osborn'.

**Jerry Osborn** AIA, LEED®, NCARB, President

Osborn Architects Inc., PS

1011 SW Klickitat Way, Ste 208

Seattle, WA 98134

206.920.6348 | josborn@oaips.com

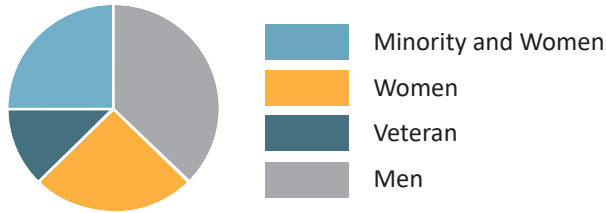
2023-826 ON-CALL  
ARCHITECTURAL CONSULTING

# QUALIFICATIONS OF KEY PERSONNEL

## QUALIFICATION OF KEY PERSONNEL

OAI's team is comprised of architects, project managers, and support personnel experienced in the public sector with a focus towards renovations, repairs, and asset preservation. Our project team specializes in facilitating on-call projects with direct experience working with a wide range of DES Project Managers and/or their counterparts with other on-call client agencies.

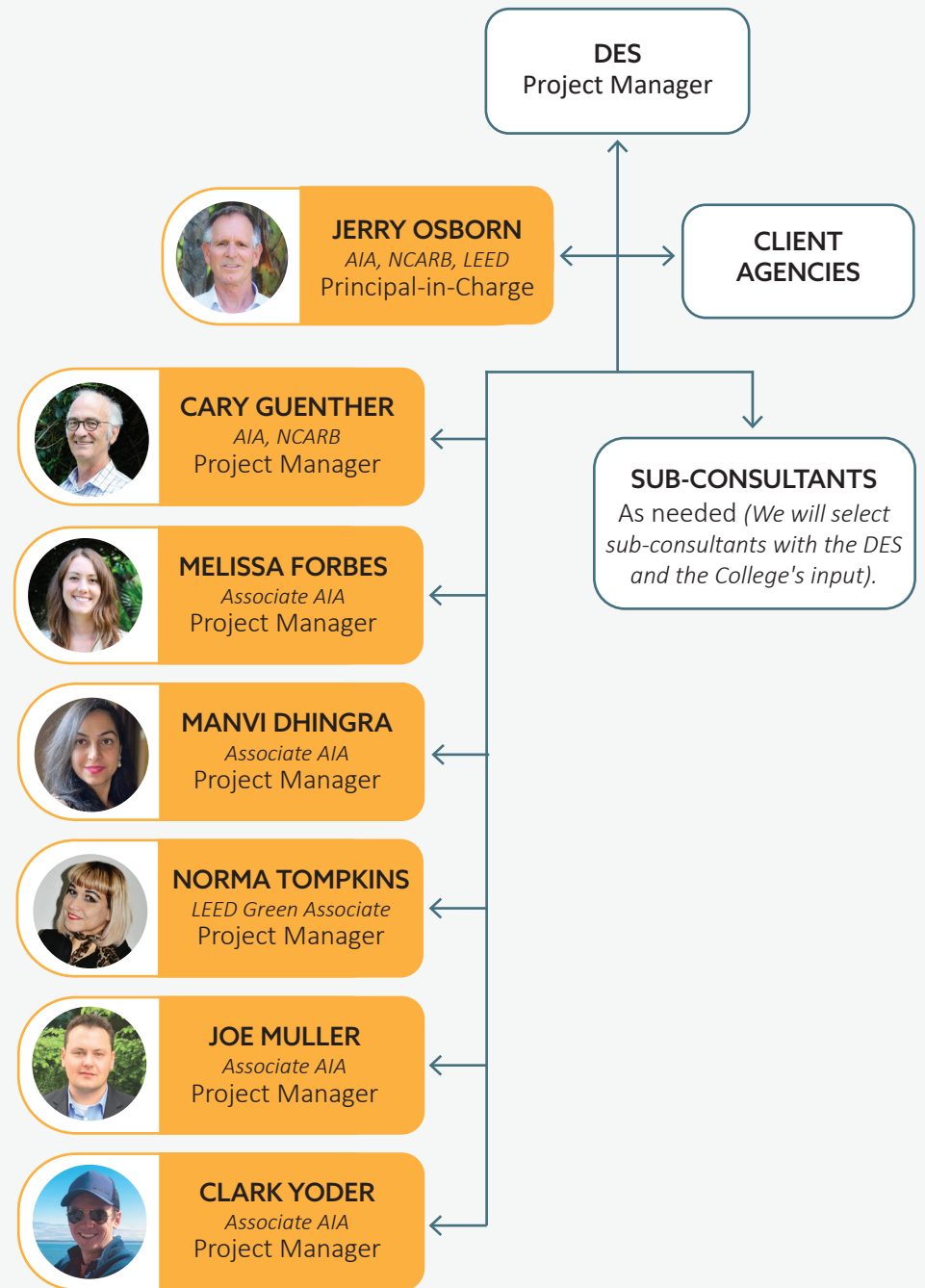
- On-call experience with Bellevue College
- Small Business Enterprise (self certified)
- Women, Minorities, and Veterans comprise 63% of our staff



**LEADERSHIP:** Jerry will oversee projects to ensure adequate staffing and experienced consultants are assigned. He will assist OAI's project manager in design collaboration, cost estimating, and quality control. Jerry's task is to ensure each project meets our client's expectations and that design solutions consider long-term durability, sustainability and maintenance needs.

**PROJECT MANAGEMENT:** We assign our project managers based on the particular needs of the client and nature of the project. Our other five project managers will act as project support so that the client agency benefits from the experience of our entire project management team.

**PROJECT SUPPORT:** OAI does not maintain any drafters or project support, opting instead to utilize one or more of our core team members. A typical on-call project is small-scale, but often technically challenging, which requires multi-faceted project experience. We have found that a traditional architectural office structure of assigned project roles is not ideal for developing the breadth of the built-environment experience required for on-call projects.



## KEY PERSONNEL



### JERRY OSBORN

AIA, LEED, NCARB

President/  
Principal

Professional  
Experience

35+  
Years

On-Call  
Experience

27  
Years

Professional  
License

Architecture  
Washington  
(#6273)

Throughout his career, Jerry has worked side-by-side with facility managers and maintenance staff from various civic agencies and community colleges. Jerry enjoys projects with challenging functional and technical requirements. With an emphasis on facility upgrades, he prioritizes and efficiently manages projects, directing teams of experts with a collaborative mindset. Jerry's thorough approach from the onset mitigates risk while creating practical solutions with balanced scope, budget, and value.

As a native Washingtonian, Jerry has spent the past 27 years assisting clients with on-call projects. He provided on-call services to the state before DES became a department.

#### AREA OF EXPERTISE

Facility Architecture and Planning  
Project Management  
Consultant Coordination  
Construction Administration  
Stakeholder Communication  
Creative Solutions

#### PROJECT HIGHLIGHTS

##### 2021-2023 Projects Experience *(DES and other clients)*

- Sewer Main Lining, South Seattle College
- Elevator 1 and 2 Modernization, Seattle Central College
- Islamic Center of Kent Renovation and Addition
- 9000 Building Gender Inclusive Toilet Rooms, Shoreline Community College
- Administration Building Toilet Room Renovations, Port of Tacoma
- Administration Building Roof Replacement, Port of Tacoma
- Utilidor Assessment and Repairs, Everett Community College
- Swedish Club Facility Assessment
- Facility Condition Survey, South Seattle College and Seattle Central College



### CARY GUENTHER

AIA, NCARB

Project  
Manager

Professional  
Experience

35+  
Years

On-Call  
Experience

6  
Years

Professional  
License

Architecture  
Washington  
(#7290)

Cary has amassed over three decades of industry experience working on a wide range of civic, commercial, educational, and healthcare projects. He has an extensive background in public sector project management. He is proficient in all phases of project design, including schematics, construction documentation, detailing, specifications, building, land use codes, and QA/QC review.

Cary previously served on the City of Edmond's Architectural Design Board. As a board member, he advised and made recommendations to the Mayor, City Council, Planning Board, and the Planning Department on City planning and design-related issues.

Cary is our jurisdictional and constructibility expert. He ensures our designs are grounded, constructible, and code compliant.

#### AREA OF EXPERTISE

Project Management  
Construction Administration  
Problem Solving  
Quality Assurance/Quality Control  
Code Compliance

#### PROJECT HIGHLIGHTS

##### 2021-2023 Projects Experience *(DES and other clients)*

- Broadway Edison Building Phase II Roof Replacement, Seattle Central College
- CAB Roof Replacement, South Seattle College
- Fine Arts Building Exiting Study and Design, Seattle Central
- Pratt Fine Arts Center Re-Roof, Seattle Parks and Recreation
- Discovery Park Environmental Learning Center Site and Building Accessible Improvements, Seattle Parks and Recreation

## KEY PERSONNEL



### MELISSA FORBES

Associate AIA

Project  
Manager

Professional  
Experience

16  
Years

On-Call  
Experience

7  
Years

As a lifelong Washingtonian, Melissa has worked on projects all over western Washington, specializing in civic, education, and institutional facilities projects. With 16 years of experience she is an expert in interior design and tenant improvements and has developed a focus on existing structures. She is skilled at envisioning new ways to re-use existing space, adding value and functionality. Before joining OAI, Melissa briefly ran a small business developing visualizations for a variety of clients. She has the ideal skill-sets required to handle the wide array of projects the colleges plans to perform.

Melissa is OAI's visionary. She is able to synthesize design ideas into visual models. Assisting clients and staff in visualizing design alternatives.

#### AREA OF EXPERTISE

Tenant Improvements  
Renovations  
Renderings/Visualizations  
Color Studies  
ADA Assessment and Compliance

#### PROJECT HIGHLIGHTS

**2021-2023 Project Experience** (DES and other clients)

- ECEAP Toddler Toilet Addition, Skagit Valley College
- Lower Woodland Building Rehabilitation, Seattle Parks and Recreation
- Early Business Center Building 326 Storefront Replacement and Wall Bracing, Port of Tacoma
- Student Housing Re-painting (31 Structures), The Evergreen State College
- Jackson Federal Building United States Coast Guard REC Tenant Improvement (Design Build)
- Villa Apartments Color Study, Community Roots Housing



### MANVI DHINGRA

Associate AIA

Project  
Manager

Professional  
Experience

7  
Years

On-Call  
Experience

5  
Years

Manvi is an architectural designer with over 7 years of experience. She works closely with the other project managers on the many different stages of a project. These stages include preliminary design and development, construction documents, bidding, and closeout. Proficient in AutoCAD and Revit document standards, she helps create solutions that meet project specifications and company standards.

With an Architecture degree from an international institute, she has a keen interest and knowledge of architectural methods from around the globe and has worked as a freelancer for small residential interior design projects.

Manvi excels at communicating a design idea to our construction partners. She has experience in collecting and visualizing campus demographics, cost data, and other masterplan representations

#### AREA OF EXPERTISE

Tenant Improvements  
Renovations  
Consultant Coordination  
Construction Documents

#### PROJECT HIGHLIGHTS

**2021-2023 Projects Experience** (DES and other clients)

- CAB Instructional Kitchen, South Seattle College
- ECEAP Toddler Toilet Room Addition, Skagit Valley College
- Fire Alarm Upgrades, Skagit Valley College
- 1216 Broadway Parking Lot Development, Everett Community College
- Japanese Cultural Resource Center, HVAC Replacement, Everett Community College
- Campus Utilization and Consolidation, Blue Mountain Community College (Oregon)



## KEY PERSONNEL



### NORMA TOMPKINS

LEED Green Associate

Project  
Manager

Professional  
Experience

19  
Years

On-Call  
Experience

4  
Years

Norma earned a degree and license in Architecture in Mexico before she moved to Seattle in the '90s. To acclimate, she took English as a Second Language (ESL) college ready classes at Seattle Central College in addition to AutoCAD and Revit classes at North Seattle College. Her interest in sustainable practices in the built environment led her to return to school to earn a Bachelor of Applied Science degree (BAS) in Sustainable Building Science Technology, and she graduated from South Seattle College in 2017. She also earned a LEED Green Associate accreditation in 2020.

Norma worked at the Seattle City Light Built Smart Program, as a Energy Management Analyst Assistant. She provided guidelines and requirements to local builders and architects for energy saving incentives. She is passionate about design and sustainability, and is eager to bring functional improvements with efficient and budget friendly ideas to higher education institutions.

#### AREA OF EXPERTISE

Tenant Improvement/Renovation  
New Construction  
Sustainability Design  
Lighting Design  
ADA Compliance

#### PROJECT HIGHLIGHTS

**2021-2023 Projects Experience** (DES and other clients)

- Solid Waste, The Cedar Hills Regional Landfill (CHRLF) South Relocation, King County
- Solid Waste North Flair Station Relocation, King County
- CHRLF (7 Residences) Deconstruction Projects, King County
- USE Credit Union Contact Center Remodel, San Diego, CA
- USE Credit Union Branch Remodel at East Commons Building, San Diego State University, CA
- USE Credit Union Branch Refresh, La Mesa, CA
- Fibre Federal Credit Union Brach Remodel, Kalama, WA



### JOE MULLER

Associate AIA

Project  
Manager

Professional  
Experience

18  
Years

On-Call  
Experience

11  
Years

Joe initiated his career as a construction manager and has 18 years of experience in project management and estimating. He is currently in the process of pursuing his architectural license and has worked on a broad range of projects around the Pacific Northwest, with a particular focus in the public sector.

In addition to running his own envelope consulting services while at another firm, Joe led multiple high-stakes design-assist projects.

Joe is able to synthesize the programmatic needs with functional requirements and translate them to the built environment.

#### AREA OF EXPERTISE

Envelope Assessment and Design  
Construction Administration  
3D/BIM Modeling and Design  
Cost Estimating and Value Engineering  
Constructibility Review

#### PROJECT HIGHLIGHTS

**2021-2023 Projects Experience** (DES and other clients)

- Wood Technology Emergency Roof Repairs, Seattle Central College
- EIFS Repairs, Whatcom Community College
- Magnuson Park Building 2 and 138 Roof Re-Covers, Seattle Parks and Recreation
- Devonshire Apartments Complete Building Renovation, Community Roots Housing
- Kalkus Hall and Guest House Roof Replacement, Washington State University
- Rainier Beach Community Center Siding Evaluation, Seattle Parks and Recreation
- Index Lawn Plaza and Tension Structure, Everett Community College

## KEY PERSONNEL



### CLARK YODER

Associate AIA

Project  
Manager

Professional  
Experience

12  
Years

United States  
Military Service

6  
Years

On-Call  
Experience

2  
Years

Clark is a skilled project manager with over a decade of experience in various management roles, including six years with the Washington Army National Guard. He works closely with clients to deliver results on budget and within desired time-frames. Clark has a strong command of project management techniques and he prioritizes team development while synthesizing goals to bring efficiencies to complex activities that arise on on-call projects.

Previously, Clark managed logistics and transportation of critical equipment for the military in the U.S. and Middle East. Skilled in operations, he has handled multiple levels of responsibility, ranging from the oversight of large-scale, high-risk unmanned aircraft systems (UAS) missions, to the streamlining of high-volume sorting, packaging, and shipping operations.

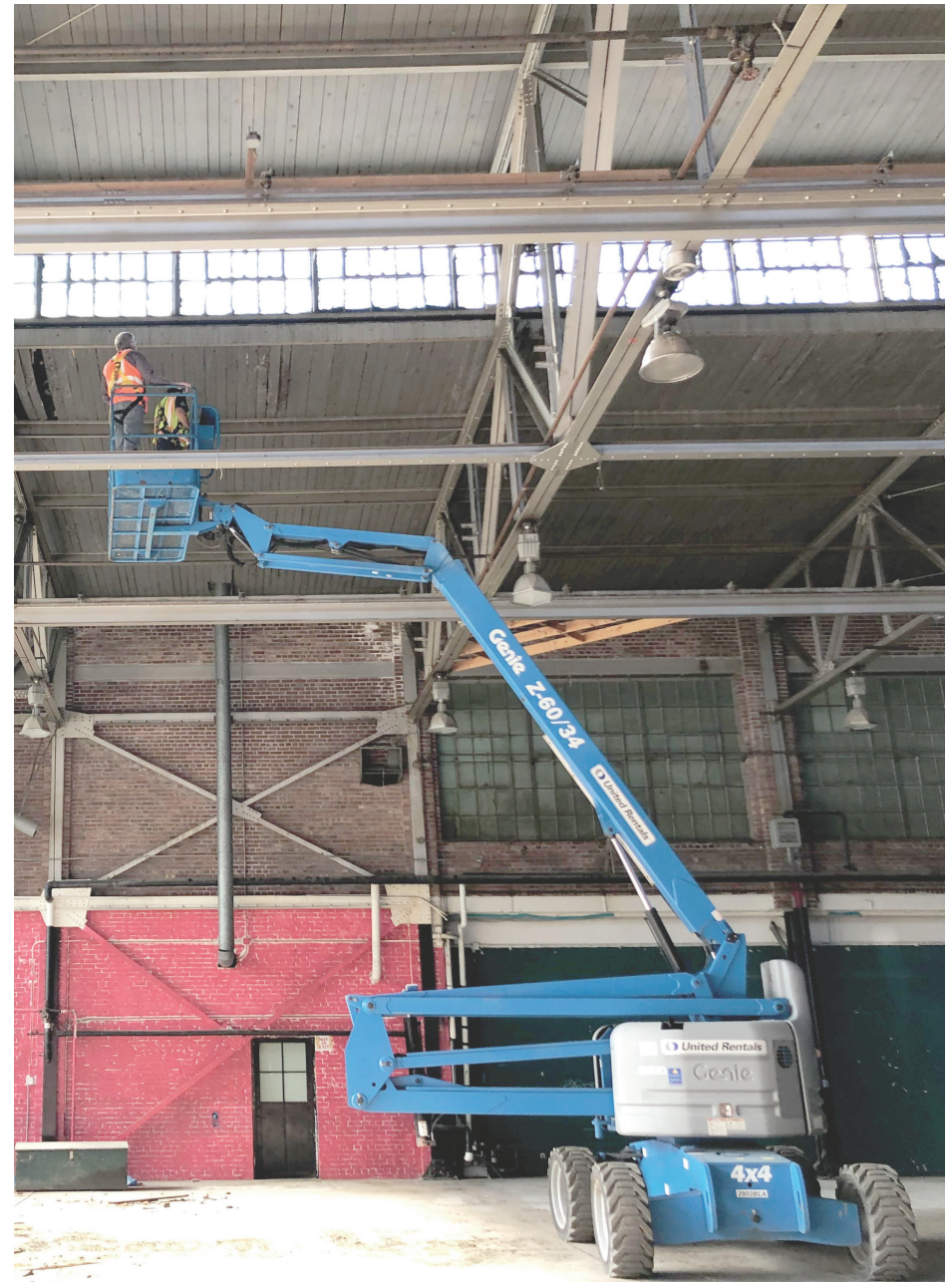
#### AREA OF EXPERTISE

Project Management  
Construction Administration  
Consultant Coordination  
3D/BIM Modeling and Design  
Drone Operations

#### PROJECT HIGHLIGHTS

##### 2021-2023 Projects Experience *(DES and other clients)*

- Miscellaneous Small Projects, Bellingham Technical College
- Utilidor Repairs, Skagit Valley College
- Window Replacements (Buildings C, K, M), Bellingham Technical College
- Exterior lighting Improvements, Shoreline Community College
- Evergreen Ridge Apartments Envelope Repairs and Miscellaneous Maintenance, Mercy Housing Northwest



Magnuson Park Building 2 Roof Repair Assessment, Seattle Parks and Recreation

2023-826 ON-CALL  
ARCHITECTURAL CONSULTING

# PROJECT APPROACH

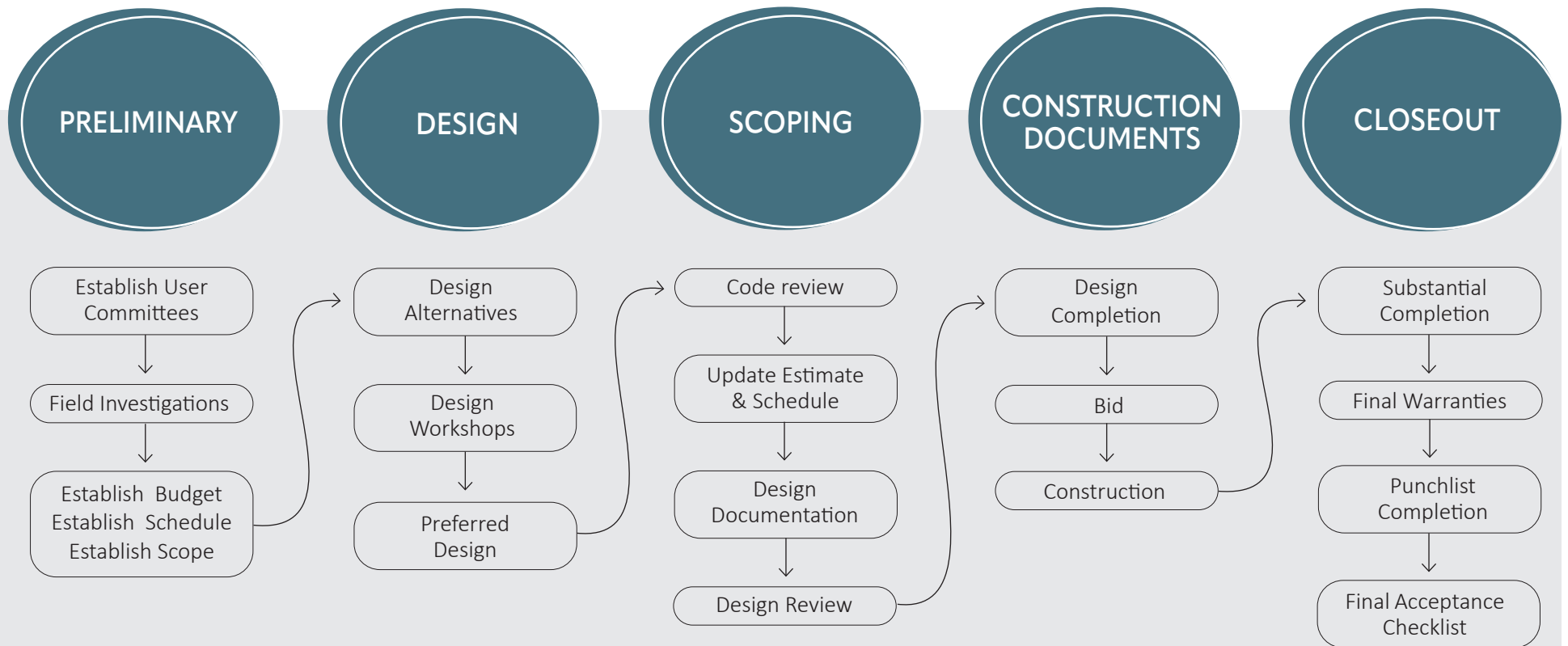
# GENERAL PROJECT APPROACH

If selected as an On-Call Architectural Consultant, we would address each specific task with expediency, thorough consideration, and focus. The PIC, Jerry Osborn, will ensure that all project needs are fully analyzed and that the appropriate solutions are considered and executed. Project management provides the paperwork for executing strategic goals.

Our experience has taught us that a strong Project Manager (PM) and established line of communication is a critical component to successful projects. OAI's PM's are organized, disciplined, and action-oriented. They will implement and apply tools and management practices to oversee tasks and manage project sub-consultants. At the onset, they will establish a clear definition of team roles and responsibilities to improve accountability and performance. This allows us to control the scope, schedule, and budget throughout the project's duration.

We foster a good working relationship with our clients, sub-consultants, contractors, and their sub-contractors. This working relationship is characterized by trust, mutual understanding, and cooperation. OAI will provide a system of information sharing. We will incorporate programs such as Bluebeam, Sharepoint, OneDrive, and Teams to help organize and share information with multiple members. We utilize a simple, easy to follow project folder structure that is continuously updated, and hold weekly meetings to discuss the status of all of our current projects. This allows multiple team members to seamlessly assist on projects as needed.

OAI has successfully utilized the following approach on similar on-call projects with the DES and other public institutions.



## PROJECT APPROACH OUTLINE

- 1 SCOPING** *(Assessing the Project Needs)*  
Meet with the DES, the College, facility managers, and user groups to perform site visits to fully understand the nature and needs of the project. We align these visits to witness occurrences and repair needs firsthand.
- 2 REVIEW SECONDARY CONSIDERATIONS**

  - **Understand the associated cost of repairs:** Develop a preliminary cost range and engage the State and the client agency to ensure project design goals and budgets are reconciled.
  - **Review scheduling ramifications:** Determine expectations for the beginning, duration, timing, and completion of construction. Review considerations for public safety, staging requirements, and tenant impacts such as noise, unpleasant odors, and dust control.
  - **Review long term facility plans:** Determine the intended service life of the building and explore sustainable short-term and long-term solutions.
- 3 DESIGN ALTERNATIVES AND PREFERRED DESIGN**  
Weigh recommended solutions against primary and secondary project goals:

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

Proposed solutions are evaluated, modified, and solidified into the project solution and/or accepted design.
- 4 PERMITTING**  
Jurisdictional requirements are included as part of the project delivery schedule and are typically established early on in the planning process. Typical permit types include plan review, trade, and the Puget Sound Clean Air Agency approval (required in advance for removal of asbestos-containing materials). Often, 30-day panel metering is required to verify that the existing power system is capable of assuming the new power loads anticipated.

- 5 BIDDING AND PROCUREMENT**  
Review with the DES to determine the best procurement method such as design-bid-build, job-order contracting (JOC), or state small works roster. Each method has unique advantages and restrictions. We will reach out and procure construction bids from qualified WMBE contractors and sub-contractors. *Note: GCCM and Design Build are not relevant to the scale on-call projects.*
- 6 CONSTRUCTION ADMINISTRATION**  
Our goal is to help the construction team remain focused on maintaining the established schedule and providing quality construction.

  - Timely review of contractor questions, submittals, and RFI's
  - Meeting on-site to review challenging construction issues
  - Performing on-going “punch in-progress” during construction site visits. This reduces the punch and closeout process, while providing the project team better leverage to address that defective work is corrected
  - Monitor construction schedule, facility impacts, and consultant coordination
  - Negotiate change orders in a fair manner with all parties involved
- 7 PROJECT CLOSE-OUT**  
Our goal is to expeditiously facilitate the closeout process.

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

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

## PROJECT COMMUNICATION

Project communications are critical for the success of any project. It is essential for us to create a good working relationship with our clients, sub-consultants, contractors, and their sub-contractors. This working relationship is characterized by trust, mutual understanding, and cooperation. At the onset, OAI will provide a system of information sharing through established channels of communication. We will incorporate programs such as bluebeam, sharepoint, onedrive, and teams to help organize and share information with multiple members.

Additionally and throughout the project, we establish different communication protocols. For example, during the design phase we encourage open meetings with the building user groups so that we can accurately understand their project needs. We realize that there is often limited funding and there is danger in over-promising to users. Before any user group meeting we develop an agenda with the College and DES to provide a consistent message to all parties. We provide minutes for the user group meetings to highlight the design considerations discussed, critical decisions made, and ongoing tasks. When appropriate we have separate meetings with the building engineers and maintenance staffs.

## SOFTWARE SELECTION

We use a variety of software programs to prepare our construction documents. By doing so, we can provide the bidding contractors with concise and accurate information. We also use software the bidding contractors are familiar with such as Bluebeam, Revit, Sketchup, and AutoCAD.

- Bluebeam Revu provides us and the bidding contractors the ability to determine quantities easily and accurately. We understand that contractors are constantly bidding projects and are often not able to thoroughly investigate a project before the bid submittal. Bluebeam allows us to provide accurate information that results in reduced bidding contingencies, more accurate pre-bid estimates, and more concise bidding by contractors.
- Using Revit (Building Information Model (BIM)) when building a three-dimensional (3D) model is essential for understanding the complexities of the project. Revit provides accurate 3D views that offer useful information for cost estimating, detailing, and construction.

## RISK MITIGATION

Providing an accurate representation of the work is only one aspect of understanding cost in the volatile construction climate we are currently experiencing. What is most demanding and most difficult to estimate is the general conditions associated with the project. We take the time to understand how projects should be staged, anticipate construction duration, and the expectation for overhead and profit costs when building out cost estimates. No software provides this information. We obtain this information by talking with contractors and sub-contractors to understand the bid climate, associated risk, and schedule implications. This allows OAI to better inform our clients when setting construction durations and the anticipated costs associated. Reducing the risk and associated bidding uncertainties are essential for securing a good construction value

## CONSTRUCTION ADMINISTRATION

Our goal is to help the construction team remain focused on maintaining the established schedule and providing quality construction. We utilize the following tools and procedures to address issues that may arise during construction:

**Construction Logs.** We utilize a number of logs including RFI's, ASI, Submittals, Change Order Proposals, and Change Orders. This allows us to record any modifications to the scope of work, days added to the schedule, and adjustments to the budget.

**Weekly or Bi-Weekly OAC Construction Meetings.** During construction we schedule weekly or bi-weekly Owner Architect Contractor (OAC) construction progress meetings. After each meeting we distribute the meeting minutes, identifying action items and responsible parties for each item. In addition, we provide updated construction logs showing any changes to the budget or schedule. Meetings are held on site or virtually. We also perform on-going "punch in-progress" during construction site visits. This reduces the punch and closeout process while providing the project team better leverage to address that defective work is corrected.

**Project Close-Out.** We conduct punch walks with the sub-consultants, the College, and maintenance staff to verify construction completion. We coordinate and assist with commissioning completion. We manage the incorporation of all construction and field changes into As-Built documents.

2023-826 ON-CALL  
ARCHITECTURAL CONSULTING

# RELEVANT EXPERIENCE

## RELEVANT EXPERIENCE

OAI has been an on-call architect for Seattle Central College and South Seattle College since our founding in 2015. Unfortunately, to date, we have not had the opportunity to work with North Seattle College and hope to change that during the 23-25 biennium. We have successfully worked on the following project on your campuses:

### Seattle Central College:

- Broadway Edison Building (BE Building) and SVI Roof Repairs
- Roof Replacement BE Building
- Mitchell Activity Center (MAC) North Wall Waterproofing
- MAC Exterior Doors & Entry Canopy Replacement
- BE Building Student Life Universal Access Ramp
- BE Building Lecture Hall Rm 4106 Renovation
- Basic Studies Transition Center Renovation
- Optical Lab and Library Conference Room Tenant Improvements
- Elevator 1 and 2 Modernization
- Areas of Refuge Accessibility Code Research
- Storm Pipe Repairs and Utilities Investigation
- Egress Barrier Fencing
- Campus Wide Danger Management System Implementation
- Fine Arts Building Exiting Study
- Wood Technology Building Roof Repairs
- Fine Arts Building Water Intrusion Investigation
- BE Building Freight Elevator Emergency Repairs
- Facility Condition Survey

### South Seattle College:

- Robert Smith Building (RSB) Roof Replacement
- Culinary Arts Building (CAB) Feasibility Study and Roof Replacement
- Northwest Wine Academy Roof Replacement
- Facility Condition Survey Roof Systems
- Child Care Center Mansard Siding Repairs
- Rainer Hall Roof Coating
- Olympic Hall 3rd Floor Plaza Deck Waterproofing
- Georgetown Campus Envelope Repairs
- Georgetown Campus Building D Roof Repairs
- Alki Cafe Study and Renovation
- Welding Building Tenant Improvements
- Alki Kitchen and CAB Instructional Kitchen Renovation
- Site Accessible Improvements
- Campus Wide Accessibility Survey
- Sewer Main Lining
- Facility Condition Survey
- President's Office and Welcome Center Schematic Design
- Library Windows Repairs
- Pavement Repairs



*Left of right: Universal Access Ramp; Alki Cafe Renovation; Elevator 1 and 2 Modernization; Northwest Wine Academy Roof Replacement*



Besides Seattle Colleges and DES, we maintain contracts with various civic and educational institutions. The following is an outline of our notable relevant experience:

#### **Schematic Design and Studies:**

- Dental Hygiene Building Relocation Pre-Design, Shoreline Community College
- Early Learning Center Infant Classroom and Playground Pre-design, Everett Community College
- Fabulich Center Commissioners Space Pre-Design, Port of Tacoma
- Meyers Point Caretakers Residence Renovation Pre-Design, Washington State University
- Amy Yee Tennis Center New Building Feasibility Study, Seattle Parks and Recreation

#### **Tenant Improvement / Renovations:**

- Parks Hall Student Life Renovation, Everett Community College
- Parks Hall Security Office Suite Renovation, Everett Community College
- 9000 Building Gender Inclusive Toilet Room Renovations, Shoreline Community College
- Equity Center, Benefits Hub, and Multi-Cultural Center, Shoreline Community College
- Administrative Building Toilet Room Renovations, Port of Tacoma
- Burnett Building Tenant Improvement, Renton Technical College
- Building A TIG Addition and HVAC Upgrades, Renton Technical College
- Washington State University Extension Benoschek Building Renovation, Thurston County
- Advanced Manufacturing Training and Education Center Phase II, Everett Community College
- 2500 & 2700 Buildings Vocational & Sciences Tenant Improvements, Shoreline Community College
- Jackson Federal Building (JFB) United States Coast Guard RED Office Renovation, MJ Takasaki (*Design-Build*)
- 5th and Yesler Commercial Tenant improvement, MJ Takasaki (*Design-Build*)
- JFB Federal Transit Authority 31st Floor Tenant Improvement, MJ Takasaki (*Design-Build*)

#### **Major Renovations**

- Lower Woodland Building Rehabilitation (Substantial Alteration), Seattle Parks and Recreation
- Devonshire Apartment Building Renovation (Substantial Alteration), Community Roots Housing

#### **Envelope Repairs / Improvements:**

- Kalkus Hall and Guesthouse Roof Replacements, Washington State University
- Pratt Fine Arts Center Roof Replacement, Seattle Parks and Recreation
- Magnuson Park Building 11 Masonry Repairs, Seattle Parks and Recreation
- Evergreen Ridge Apartments Envelope Repairs and Miscellaneous Maintenance, Mercy Housing Northwest
- 5000 Building Mansard Roof Replacement, Shoreline Community College
- Window Replacement (3 Buildings), Bellingham Technical College
- Exterior Masonry Sealing, Skagit Valley College
- Student Housing Repainting (11 Apartment Buildings, Community Center, and 19 Modular Buildings), Evergreen State College
- Building A Exterior Repairs, Evergreen State College

#### **Infrastructure / Site Work:**

- 1216 Broadway Parking Lot Redevelopment, Everett Community College
- Waterline Replacement, Everett Community College
- Site Drainage Repairs, Shoreline Community College
- North Service Center Central Lot Redevelopment, Seattle City Light
- C-80 Parking Lot Repaving (Payne Field), Everett Community College
- Index Plaza and Tension Structure, Everett Community College
- New Smoking Shelter, Evergreen State College

#### **System Repairs/Upgrades:**

- Parks Hall Control Upgrades, Everett Community College
- Japanese Cultural Resource Center HVAC Replacement, Everett Community College
- West Precinct HVAC Modifications and Chiller Replacement, City of Seattle
- Buildings K1 and K2 Furnace Replacement, Renton Technical College
- Building I HVAC Replacement, Renton Technical College
- Parks Hall Boiler Phase II, Everett Community College
- 1900 Building Roof Replacement and HVAC Modifications, Shoreline Community College

#### **Accessibility Compliance / Improvements:**

- Accessible Route Finding, Signage and Site Improvement Recommendations, Tacoma Community College
- 1400 Building Parking Lot ADA Improvements and Repaving, Shoreline Community College
- Site Accessible Improvements, Renton Technical College
- ADA and Department of Education and Early Learning (DEEL) Improvements (Five Locations), Seattle Parks and Recreation
- Amy Yee Tennis Center Site and Building Accessibility Improvements, Seattle Parks and Recreation

## CHALLENGING AND NICHE PROJECTS

The following highlights our unique experience with challenging and niche projects during the 2021-2023 biennium:

### ACCESSIBILITY:

We strive to understand the concerns of clients needing universal access and work hard to create environments based on this empirical knowledge. The vast majority of projects we work on include some sort of accessibility upgrades. The following are some of the accessibility focused projects we have recently worked on:

- Exterior Accessibility Lighting Improvements, Shoreline Community College
- Building 3000 Accessibility Paving, Shoreline Community College
- Discovery Park Environmental learning Center Accessibility Improvements, Seattle Parks and Recreation (*more on page 18*)
- Laurelhurst and Montlake Community Centers Accessibility Improvements, Seattle Parks and Recreation
- Langston Hughes Performing Arts Institute Accessible Seating Study, Seattle Parks and Recreation
- Magnuson Park Building 11 Cafe Accessibility Study, Seattle Parks and Recreation

### SUSTAINABILITY:

It can be difficult to apply LEED standards on small projects that involve existing buildings. Depending on project size and scope of work, some smaller projects are exempt from LEED certification. Because of this, our sustainable design philosophy is tied most directly with re-use and reducing dependence on nonrenewable resources.

- Alki Cafe Kitchen and CAB Instructional Kitchen Modernization, South: Instructional Kitchen will be a modern training facility with all electric cooking equipment to mimic the current trends in commercial kitchens. This will provide training for real-world environments. (*More on page 13*)
- Parks Hall EMS Replacement, EvCC: Upgraded the Energy Management System (EMS) for Parks Hall second and third floors. The project consisted of replacing the temperature controls system serving all HVAC equipment in Parks Hall and replacement of selected VAV terminal units. Additionally, we replaced the heating water coil in the main air handling unit located in the penthouse of Shuksan Hall. (*More on page 17*)

### LIFE SAFETY:

Life safety projects require an experienced project team including sub-consultants familiar with fire alarm requirements. We recently assisted Skagit Valley College with fire alarm upgrades to six of their buildings. Additional we assisted King County Housing Authority in upgrading their fire alarms at two of their apartment buildings

### EMERGENCY REPAIRS:

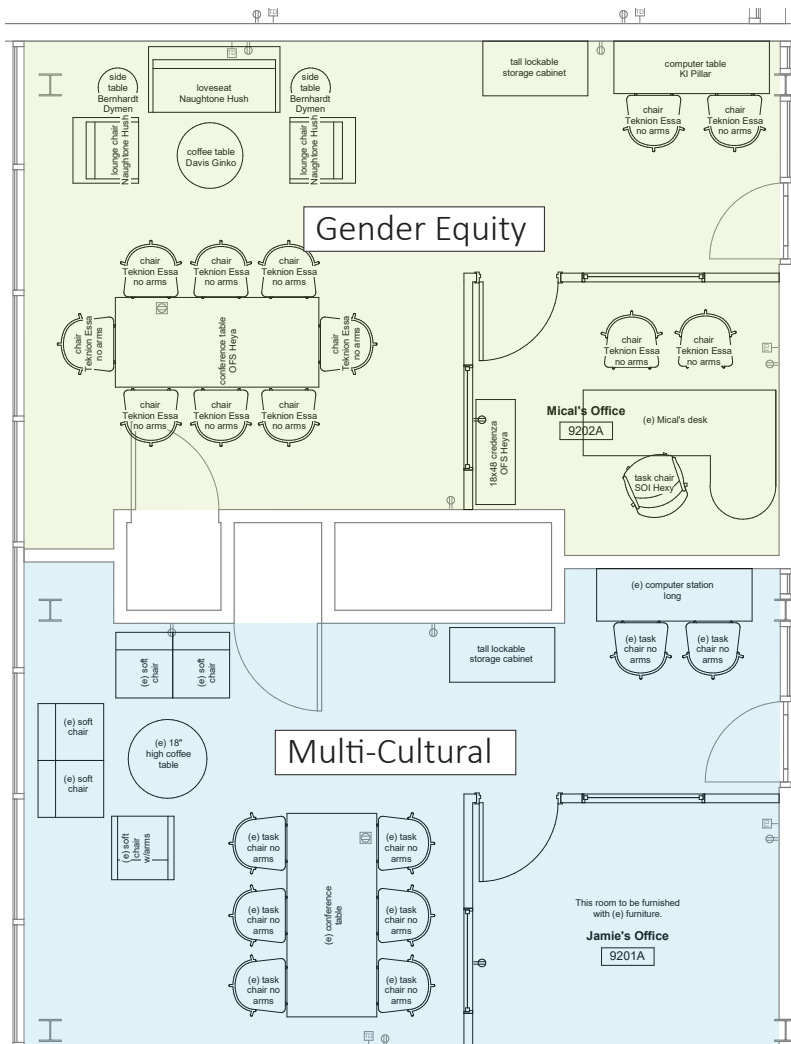
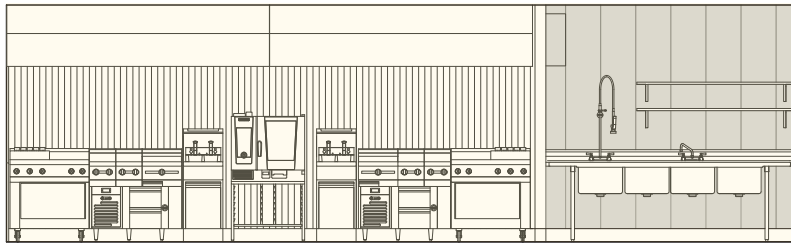
No matter how much one prepares and plans, emergency projects always arise. Whether it is system failure or an accidental fire we are equipped to tackle whatever may occur. The following are recent emergency repairs projects:

- Fine Arts Building Emergency Basement Water Infiltration Repairs, Seattle Central College
- Bradner Gardens Comfort Station Fire Damage Repairs, Seattle Parks and Recreation
- Lower Woodland Comfort Station Fire Damage Repairs, Seattle Parks and Recreation
- Wood Technology Building Roof Repairs, Seattle Central College
- Freight Elevator Jack Replacement, Seattle Central College
- Fine Arts Building Elevator Jack Replacements, Seattle Central College
- Lake City Community Center Demolition Due to Fire Damage, Seattle Parks and Recreation

### ELEVATORS IMPROVEMENTS:

Repairing and upgrading elevators can be tricky and requires a firm that specializes in elevator repairs and improvements. We have experience renovating, repairing, and upgrading multiple projects at Seattle Central College.

- Elevator Car 7
- Elevator Cars 1 and 2 Modernization (*more on page 16*)
- Fine Arts Building Jack Replacement
- Broadway Edison Building freight elevator jack replacement



## INSTRUCTIONAL KITCHEN RENOVATION

**Project Type:** Renovation/Tenant Improvement

**Client:** South Seattle College (South)

South requested our services to review the feasibility of renovating their Alki Cafe and the adjacent Instructional Kitchen in their Culinary Arts Building. Based on their limited budget the project was broken down into two phases. Phase I Alki Cafe Renovation was completed in 2021 due to Covid related delays, and in late 2022 we started working on phase II, the instructional kitchen.

The instructional kitchen was outdated, under utilized, and the existing configuration did not meet the college's needs. The project is currently on hold while the college applies for a grant so that they can finalize funding requirements.

Our design incorporates relocatable kitchen equipment with differing configurations to fit their various instructional needs. Upgrades to the commercial kitchen include: replacing the hood; all new food service equipment; new fixtures and finishes; mechanical and electrical upgrades; minor structural modifications; and new lighting throughout.

## GENDER EQUITY & MULTI-CULTURAL CENTERS RENOVATIONS

**Project Type:** Renovation/Tenant Improvement

**Client:** Shoreline Community College (Shoreline)

Shoreline requested our services to help them relocate three programs in the Pagoda Union Building (PUB). We studied moving them to various locations inside the PUB. The Gender Equity and Multi-cultural centers were each moved into former conference rooms and a private office was added into each room. The office walls are modular partitions that can be removed if the rooms ever need to transition back into conference rooms. We also coordinated furniture selection for these new spaces.

An additional space, the Benefits Hub, was also moved to a conference room. Infrastructure was revised to accommodate five workstations separated by portable half height partitions.

The design process included weekly meetings with stakeholders where various layout options were presented showing the programs located in different parts of the building.



## MILLER COMMUNITY CENTER RE-ROOF & SOLAR ARRAY

**Project Type:** Building Envelope Improvements/Sustainability

**Client:** Seattle Parks and Recreation (SPR)

SPR entered into an agreement with Seattle City Light (SCL) for a solar array install on the Miller Community Center roof. OAI was asked to inspect the roof prior to the solar array installation. The existing roof was a 20 year-old single-ply Hypalon roof, with seaming issues. We proposed an over-roof assembly that consisted of “slitting” the existing single-ply roof (as required by the new roof manufacturer) and installing a new roof assembly of the existing roof assembly.

The new roof assembly consisted of:

- ½” high density polyisocyanurate cover board mechanically fastened through the existing roof assembly and into the roof deck (for added thermal value and for uplift).
- ½” silica infused gypsum coverboard (Densdeck) fully adhered in low-rise adhesive (for good working surface).
- 60-mil PVC membrane fully adhered.

The solar assembly was already on site before OAI had been asked to inspect the roof; getting the new roof installed was of the utmost importance. This project occurred over the summer of 2020 – in the middle of very significant supply chain issues in the roofing industry. The lead time on the PVC membrane was over 6 months, so we switched the membrane to 60 mil, fully adhered EPDM. The selected EPDM manufacturer, Carlyle, has published requirements for solar array installations onto a roof that is under warranty. We worked with SPR's project manager to ensure all of the manufacturer’s requirements were maintained for the solar array install.

The solar array installation was by SCL crews. We directed the roofing company (Queen City Roofing and Sheet Metal) to stockpile the roof protection board and had the SCL crews install the protection board.

## ADMINISTRATION BUILDING ROOF REPLACEMENT

**Project Type:** Building Envelope Improvements

**Client:** Port of Tacoma (POT)

The Port of Tacoma Administration Building (Admin Building) is the hub for port operations. To date, OAI has provided design services to modernize the facility's

toilet rooms and replace the roof assembly.

The history of the Admin Building roof provides an interesting parable when decisions are made administratively without due consideration of their facility consequences. The original roof had reached the end of its service life. The facility recommendation had been for a decor PVC over-roof which was an effective roofing choice. For cost cutting measures, the Board of Trustees approved a sprayed foam roof assembly that completely failed within five years.

Because the foam was adhered to the metal, the only roof replacement option was to remove the existing foam and metal roof down to the original plywood roof deck membrane, allowing a new metal roof to be installed. One particular challenge was developing project controls to minimize the risk of roof debris falling into Puget Sound as the north side of the building overhung the water.

### Design Highlights:

- Removing internal gutters, which typically fail
- Retaining sufficient vertical curb heights between the atrium skylight and metal roofing panels, fall protection anchors, and cabling.



*New standing seam metal roof*

## WINDOW REPLACEMENT (3 BUILDINGS)

**Project Type:** Building Envelope Repair/Replacement

**Client:** Bellingham Technical College (BTC)

The project included selective window replacement of three buildings, Building C, Building K, and Building M. We enlisted the help of a local glazing representative to review existing conditions and the possibility of reglazing instead of replacing the problematic windows. Building C hosts the Dental Hygiene Program and while the existing frames were in good shape, we chose to replace the storefront because of the nature and requirements of the dental program. Building M is an Automotive Shop. We were able to reglaze the existing window frames in Building M with new insulated glass units. Building K is a metal facilities building. There was not an adapter extrusion that would allow installation of insulated units. Additionally, the added weight of the glass would start to damage the frames and cause issues. We decided the best, most cost effective solution was to install new aluminum interior storm windows at Building K.

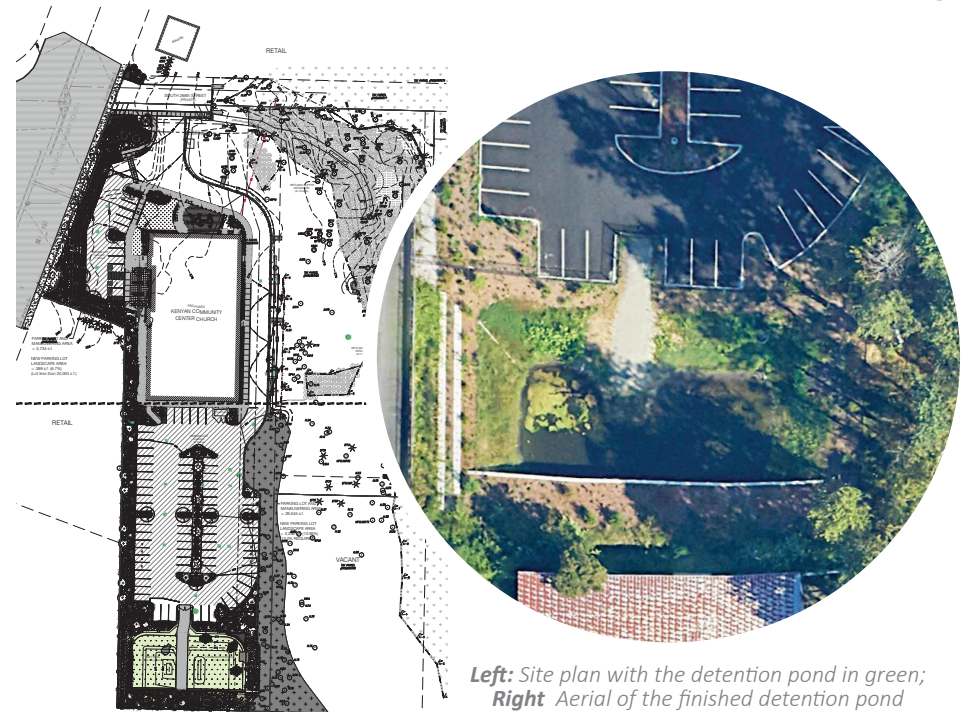
## AMY YEE TENNIS CENTER SITE AND BUILDING IMPROVEMENTS

**Project Type:** Building Envelope/Infrastructure/Accessibility

**Client:** Seattle Parks and Recreation (SPR)

SPR requested our expertise to conduct an assessment of the Amy Yee Tennis Center (AYTC). The design team provided recommendations for short and long-term maintenance, renovations, and facility upgrades for the aging building. The report evaluated the center for accessibility compliance (indoor and outdoor) and reviewed the building and building systems for safety, code compliance, longevity, efficiency, and cost-effectiveness.

The existing facility has no indoor heating or cooling. One of the major goals of the project is to provide heating to improve comfort during winter play. OAI has had to take into account that the City of Seattle does not allow the use of fossil fuels as heating for any City owned facilities. We designed a new HVAC system using electric heat-pumps. In addition, to comply with the City's energy codes, AYTC's existing storefront was replaced. The storefront, which faces southwest, was a major source of heat and glare in the summer months. OAI designed the glazing system to reduce glare to such an extent that internal blinds were no longer required, all while preserving the view quality when looking out the windows.



*Left: Site plan with the detention pond in green;  
Right: Aerial of the finished detention pond*

## KENYAN COMMUNITY INTERNATIONAL CHURCH

**Project Type:** New Construction/Infrastructure

**Client:** Kenyan Community International Church (KCIC)

After looking at numerous, existing buildings to renovate, KCIC decided to purchase multiple vacant lots and build their own place of worship. The proposed five-acre site for the church consisted of multiple uninhabited parcels, including six wetlands. Approval to build required significant experience working with agencies having jurisdiction, including intimate knowledge of Washington's Growth Management Act and the "Critical Area" restrictions set forth by the City of Kent (City) for mitigation. The site also has soil contamination from the ASARCO Smelter. We worked with the Department of Ecology to mitigate the soil contaminated with lead and arsenic.

We worked closely with the civil engineer, a wetlands consultant, and landscape architects to develop the area while maintaining the natural elements of the landscape. The design included a detention pond that features an assortment of surrounding vegetation with an emphasis on native, drought tolerant plants.

## WOODLAND DETENTION PROJECT

**Project Type:** Infrastructure

**Client:** Green River College (GRC)

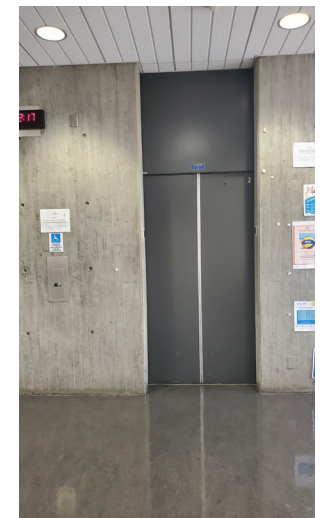
Jerry Osborn assisted GRC in developing an ecologically-sound stormwater detention system while at another firm. The detention system provided GRC with a natural classroom for the study of water fluctuations on natural habitat.

The team placed three small flow restrictions in and around Gator Creek near the P8 parking area. Low berms consisting of soil-filled bags were carefully placed to avoid impacting mature trees and wetland habitat. The berms were used to help slow high flows moving through Gator Creek during storm events, allowing additional water to infiltrate into the sandy soils underlying the site. The berms and all disturbed areas were replanted with native species and will eventually be relatively indistinguishable from the rest of the forest. The completed project made no changes to the existing trail system.



## Project Highlights

- In addition to its use as an outdoor environmental lab, the facility is also used as a storm water detention bank to offset development costs of future campus buildings.
- The project is precedent-setting, utilizing a naturally occurring wooded wetland environment to create the storm water detention system.
- The project received approval from City of Auburn, State Department of Ecology and Fisheries, Department of Natural Resources, Muckleshoot Indian Tribe, and the Army Corps of Engineers.
- Project approval was granted in part due to the design team's environmental stewardship, with monitoring provided by Green River's Natural Resources Department.



## ELEVATOR 1 AND 2 MODERNIZATION

**Project Type:** Systems Upgrades

**Client:** Seattle Central College (SCC)

Seattle Central College requested our services to modernize two elevators in their Broadway Edison Building, which is the busiest building on their urban campus. Materials were carefully chosen with sustainability concerns and budget limitations in mind. OAI presented design and color option boards to stakeholders and worked with them to refine the selections.

**Project Highlights:**

- The selected design was modularized to allow for efficient install times, minimizing elevator “down time”.
- Finishes were chosen to withstand the abuse the interior of a cab usually takes so that SCC does not have to spend additional time maintaining them, apart from typical cleaning activities.

**PARKS HALL CONTROL UPGRADES**

**Project Type:** System Upgrades  
**Client:** Everett Community College

EvCC Parks Hall was originally constructed with pneumatic controls with the long term goal of eventually converting this building over to direct digital controls. There have been several building renovations in the past that have included EMS control upgrades. In an earlier upgrade section of the building, controls were upgraded to Barber Colman (as represented then by CCI); these controls are still in place, and the College maintains an outdated computer to operate this control system.

Today, Parks Hall has the following control systems operating and the college maintains head-end systems for the automatic controls:

- Pneumatics
- Barber Colman
- Long Building Technologies
- Allerton

The work under our current controls upgrade project is to consolidate the controls into one system. We orchestrated the bids to include either Allerton or Long Building technologies with the requirement that all of the controls systems become unified under one system or the other. Thus the project includes new controllers and valves on all HVAC equipment where EMS control is warranted. Because many of the existing valves and VAV boxes were not configured for EMS controls; the project extends to replacing these devices with compatible EMS devices. The project will improve the building’s overall energy efficiency by better monitoring of the equipment and systems and tracking energy consumption.



**HVAC MODIFICATIONS AND CHILLER REPLACEMENT**

**Project Type:** Systems Upgrades  
**Client:** City of Seattle (City)

City requested our expertise to replace the chiller equipment at the Seattle Police Department’s West Precinct. West Precinct is a critical facility for Seattle, and is occupied 24 hours a day, 7 days a week.

The design team evaluated existing capacity to determine electrical and mechanical system limitations. The roof structure was deemed inadequate for equipment loads except at locations where existing mechanical equipment was installed. New chillers were mounted at a remote location and set onto a working platform, which was extended above the roof, and supported by existing columns. The platform was sized for both chillers with working clearances around each. A new pump house was placed onto the existing curbing where the chillers were located. The project required tight environmental controls and included phasing as required to ensure continuity of building services. We scheduled most of the crane activity at night to prevent disruption to the busy urban area.

**Project Highlights**

- Instigated “Tier 2” protocols for equipment redundancy for all phases of the project.
- Designed replacement chilled water systems to meet redundancy requirements without extending the existing electrical or mechanical system infrastructure.
- Obtained requisite contractor requirements for working in a secure City facility, and for continuous facility operations
- Phased project delivery to retain chilled water delivery to the 911 call and data centers for the City.



*New accessible parking and accessible route to the main entrance*

## DISCOVERY PARK ENVIRONMENTAL LEARNING CENTER ACCESSIBLE IMPROVEMENTS

**Project Type:** Accessible Compliance/Improvements

**Client:** Seattle Parks and Recreation

Seattle Parks and Recreation (SPR) requested our services to investigate the feasibility of both American’s with Disabilities Act (ADA) improvements and Seattle Department of Education and Early Learning (DEEL) improvements to five locations. Following our investigation, SPR decided to move forward with three locations, Discovery Park’s Environmental Learning Center (ELC) being one of them. Discovery Park, at 534-acres, is the largest city park in Seattle. It occupies most of what used to be Fort Lawton, a US Army base used in both world wars.

We surveyed the site and building for ADA compliance and created a Barrier Removal Schedule. Using the schedule as a starting point, we designed solutions for the barriers identified in the survey and barriers recognized by Seattle Park’s design team. In total, this project will correct approximately 160 documented accessibility barriers. The site plan to the right shows the accessible improvements to the parking lots in blue and walkway in green. Areas in orange show interior accessible improvements.

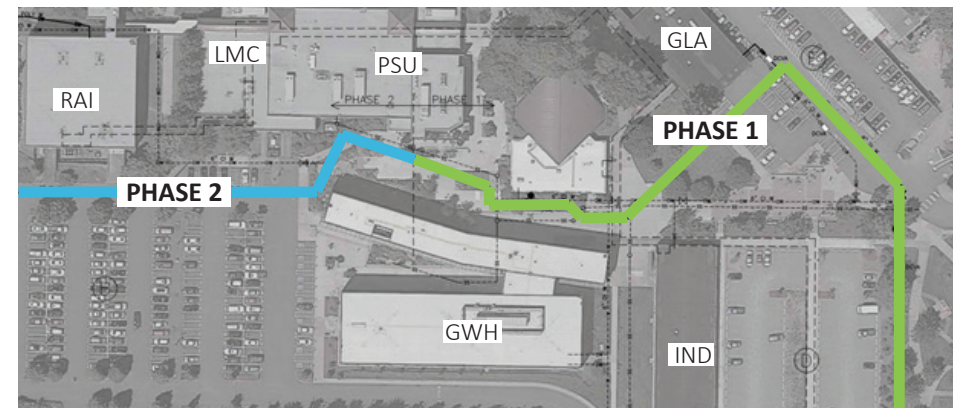
## WATERLINE REPLACEMENT

**Project Type:** Infrastructure

**Client:** Everett Community College

In advance of the State Facilities Condition Survey, EvCC hired OAI to identify repair items and provide the anticipated repair costs. Upon reviewing campus records, we noticed that the main campus water line had experienced several reported leaks. We also noticed that the existing line was cast iron, which is susceptible to breakage. We identified this as a repair item for the 2019 Facility Condition Repair. Due to the extent of the waterline in need of replacement, the project was organized in two phases.

The Phase 1 Waterline Repair did receive a high severity score from the state, and this repair was funded. The existing water line was routed through the heart of EvCC’s campus, extending under the main pedestrian thoroughfare (which also serves as a fire lane) as well as through parking areas. To minimize disruption to the campus, we offset the new water line. The only time the campus was without domestic and fire-suppression water systems was during the cut-over from the new waterline to the points of connection to the new waterline. We also added isolation valves and every opportunity to allow EvCC to isolate buildings for future repairs. To get accurate underground and topographical information, we took overhead drone photographs, reviewed the all-campus underground record drawings, and worked with an underground locate company in advance of the construction. This project was completed on time and on-budget, and with minimal campus disruptions.



*Waterline plan submitted with the FCS*





## 1216 BROADWAY PARKING LOT REDEVELOPMENT

**Project Type:** Site/Infrastructure Improvements

**Client:** Everett Community College (EvCC)

EvCC requested our services to redevelop 1216 Broadway, located on the college plaza side of campus. To get from campus plaza to college plaza you must cross Broadway, which is a busy thorough-fare. Washington State University Extension, known as University Center, as well as a new Learning Resource Center are both located in the college plaza. At the north end of college plaza was an old strip mall that EvCC owned. The project was broken into two phases. The first was to demo an existing building located in the strip mall. Demolition included asbestos abatement. The second phase was site development.

### Project Highlights:

- Installed new security systems
  - Code blue
  - Security cameras
  - Site lighting
  - Signage
- Infilled building excavation under phase 1 with crushed rock that was used as asphalt underlayment for phase 2

## SITE LIGHTING IMPROVEMENTS

**Project Type:** Infrastructure Improvements

**Client:** Shoreline Community College (Shoreline)

OAI assisted Shoreline with the review and implementation of an exterior lighting improvement project to address the sub-standard illumination along the accessible paths of travel. OAI worked closely with our consultants to perform the following scope of work:

- Upgrade the campus site plans to include the new Allied Health Building (including the buildings demolished during construction of the Allied Health Building)
- Upgrade the existing campus lighting plan to show current building layouts
- Field verification of all exterior lighting fixtures (locations and fixture types)
- Field investigation after sundown to record areas of sub-standard illumination (with lighting consultant and campus security)

We identified sub-standard illumination to the 2900, 3000, and 1400 Buildings. The 3000 Building houses the college's gymnasium and because of the high level of activity in the evening, it was extremely important to have a well lit accessible route to the building. The project bid mid-April and construction should begin soon.

## FACILITY CONDITION ASSESSMENT

**Project Type:** Studies/Investigations

**Client:** Various Clients (Including Seattle Central College and South Seattle College)

We have assisted numerous clients with Facility Condition Assessments (FCA). The majority of these FCA's have taken place on community and technical college campuses across Washington State. We provide FCA's for many college facilities departments to ensure they are allocated the funding they deserve. We have performed campus wide accessibility surveys for South Seattle College, Tacoma Community College, and Shoreline Community College. Additionally, OAI is currently providing facility condition assessments to multiple colleges, Community Roots Housing, Seattle Parks and Recreation, the Swedish Center, and the City of Edgewood. Our investigative process focuses on building envelope assessments, accessibility, heating and ventilation systems, and overall building functionality. We rank each item from critical to new.

2023-826 ON-CALL  
ARCHITECTURAL CONSULTING

# INCLUSION PLAN

## INCLUSION PLAN

Consultants are engaged when their specific discipline is needed. We will select consultants in consultation with DES and the College. The table on the right shows MWBE and Small Business Enterprise (SBE) we routinely work with and we will meet or exceed the governors aspirational goals.

We seek out local, small, and diverse business entities who can bring value to clients and provide quality professional consulting services. OAI's standard approach is to use qualified WMBE firms to staff our projects. As we market and solicit for new projects, we pro-actively include WMBE firms in our efforts. Our Outreach Plan is reviewed before we solicit proposals for consulting services on all projects.

Typically, our team undertakes the following steps to ensure that WMBEs have every opportunity for full participation:

- Consult with the DES and the College as needed to identify MWBE Subconsultants they enjoy working with
- Maintain an active roster on registered WMBE firms.
- Utilize the "Directory of Certified Firms" maintained by the Office of Women and Minority-owned Business Enterprises (OWMBE) on the State of Washington website.
- Attend and participate in local and regional trade fairs directed to WMBEs.
- Contact WMBEs regarding future project opportunities.
- Give WMBEs a realistic assessment of the opportunities available with our firm.

## HISTORY OF INCLUSION

The following table highlights our use of WMBE subconsultant on a couple of our recent on-call projects. The WMBE % is their percentage of the total contract value.

| Project Name   | Owner                        | WMBE % |
|--|------------------------------|--------|
| Bradner Gardens Fire Damage Repairs                      | Seattle Parks and Recreation | 42%    |
| West Precinct Chiller Replacement and HVAC Modifications | City of Seattle              | 53%    |
| Index Lawn Feasibility Study                             | Everett Community College    | 32%    |
| Lower Woodland Rehabilitation                            | Seattle Parks and Recreation | 32%    |

| Disadvantage Business       | Discipline          | W | M | SBE |
|-----------------------------|---------------------|---|---|-----|
| Lyon Landscape Architects   | Landscape Architect |   | M |     |
| Chudgar Engineering Company | Structural          |   | M |     |
| Tres West Engineers, Inc.   | Electrical          | W | M |     |
| Tres West Engineers, Inc.   | Mechanical          | W | M |     |
| The Greenbusch Group, Inc   | Mechanical          | W |   |     |
| Elcon Corporation           | Electrical          | W |   |     |
| LPD Engineering PLLC        | Civil               | W |   |     |
| EHS-International, Inc.     | Environmental       |   | M |     |
| JB Iringan Consulting       | Cost Estimating     |   | M |     |
| Russell Lambert             | Landscape Architect | W |   |     |
| Atlas Design Group          | Structural          |   | M |     |
| Bogard Pascua Engineers, PS | Mechanical          |   |   | SBE |
| Case Engineering, Inc.      | Electrical          |   |   | SBE |
| PSM Consulting Engineers    | Structural          |   |   | SBE |
| Aspen Design Group, LLC     | Landscape           |   |   | SBE |
| FSi Consulting Engineers    | Mechanical          |   |   | SBE |
| Lund Opsahl, LLC            | Structural          |   |   | SBE |
| Astra Design Group          | Electrical          | W |   |     |
| HVAC Double Check           | Mechanical          | W |   |     |

2023-826 ON-CALL  
ARCHITECTURAL CONSULTING

**FEDERAL FORM  
330 PART II**

# ARCHITECT-ENGINEER QUALIFICATIONS

1. SOLICITATION NUMBER (if any)  
2023-826

## PART II - GENERAL QUALIFICATIONS

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

|   |                 |                       |  |                                      |
|---|-----------------|-----------------------|--|--------------------------------------|
| 2a. FIRM (OR BRANCH OFFICE) NAME<br><b>Osborn Architects Inc. (OAI)</b> |                 |                       | 3. YEAR ESTABLISHED<br>2015                | 4. DUNS NUMBER (UEI)<br>N79EPA47G8L3 |
| 2b. STREET<br>1011 SW Klickitat Way, Ste 208                            |                 |                       | 5. OWNERSHIP                               |                                      |
| 2c. CITY<br>Seattle   | 2d. STATE<br>WA | 2e. ZIP CODE<br>98134 | a. TYPE<br>S-Corporation                   |                                      |
| 6a. POINT OF CONTACT NAME AND TITLE<br>Jerry Osborn                     |                 |                       | b. SMALL BUSINESS STATUS<br>Small Business |                                      |
| 6b. TELEPHONE NUMBER<br>206.920.6348                                    |                 |                       | 6c. E-MAIL ADDRESS<br>josborn@oaips.com    |                                      |
| 8a. FORMER FIRM NAME(S) (if any)  |                 |                       | 8b. YR ESTABLISHED                         | 8c. DUNS NUMBER                      |

| 9. EMPLOYEES BY DISCIPLINE |                                 |                     |            | 10. PROFILE OF FIRM'S EXPERIENCE AND ANNUAL AVERAGE REVENUE FOR LAST 5 YEARS |  |                                     |
|----------------------------|---------------------------------|---------------------|------------|--|--|-------------------------------------|
| a. Function Code           | b. Discipline                   | c. No. of Employees |            | a. Profile Code  | b. Experience                                    | c. Revenue Index Number (see below) |
|                            |                                 | (1) FIRM            | (2) BRANCH |  |  |                                     |
| 01                         | Architect                       | 2                   |            | 227  | Building Condition Assessment                    | 1                                   |
| 21                         | Construction Project Management | 4                   |            | 015  | Daycare Facilities                               | 1                                   |
|                            |                                 |                     |            | 029  | Educational Facilities, Classrooms               | 2                                   |
|                            |                                 |                     |            | 072  | Office Building                                  | 1                                   |
|                            |                                 |                     |            | 089  | Rehabilitation (Buildings, Structures, Facility) | 2                                   |
|                            |                                 |                     |            | 095  | Seismic Designs & Studies                        | 1                                   |
|                            |                                 |                     |            | 201  | Roofing, Design and Inspection                   | 2                                   |
|                            |                                 |                     |            | 027  | Dining halls/Kitchens/Food Service               | 1                                   |
|                            |                                 |                     |            | 217  | Envelope Waterproofing (Above Ground)            | 2                                   |
|                            |                                 |                     |            | 024  | Fire Alarms                                      | 1                                   |
|                            |                                 |                     |            | 050  | Housing/Group Homes                              | 1                                   |
|                            |                                 |                     |            | 046  | Parking Lots, Street                             | 1                                   |
|                            |                                 |                     |            | 061  | Lighting Interior & Exterior                     | 1                                   |
|                            | Other Employees                 | 1                   |            |  |  |                                     |
|                            | <b>Total</b>                    | 7                   |            |  |  |                                     |

|   |          |  |   |  |  |
|---|----------|--|---|--|--|
| 11. ANNUAL AVERAGE PROFESSIONAL SERVICES REVENUES OF FIRM FOR LAST 3 YEARS<br><i>(Insert revenue index number shown at right)</i> |          | PROFESSIONAL SERVICES REVENUE INDEX NUMBER |   |  |  |
| a. Federal Work   | 1        | 1. Less than \$100,000                     | 6. \$2 million to less than \$5 million   |  |  |
| b. Non-Federal Work   | 5        | 2. \$100,00 to less than \$250,000         | 7. \$5 million to less than \$10 million  |  |  |
| <b>c. Total Work</b>  | <b>5</b> | 3. \$250,000 to less than \$500,000        | 8. \$10 million to less than \$25 million |  |  |
|   |          | 4. \$500,000 to less than \$1 million      | 9. \$25 million to less than \$50 million |  |  |
|   |          | 5. \$1 million to less than \$2 million    | 10. \$50 million or greater               |  |  |

### 12. AUTHORIZED REPRESENTATIVE

The foregoing is a statement of facts.

|  |                       |
|--|-----------------------|
| a. SIGNATURE<br>                             | b. DATE<br>08/02/2023 |
| c. NAME AND TITLE<br>Jerry Osborn, President |                       |