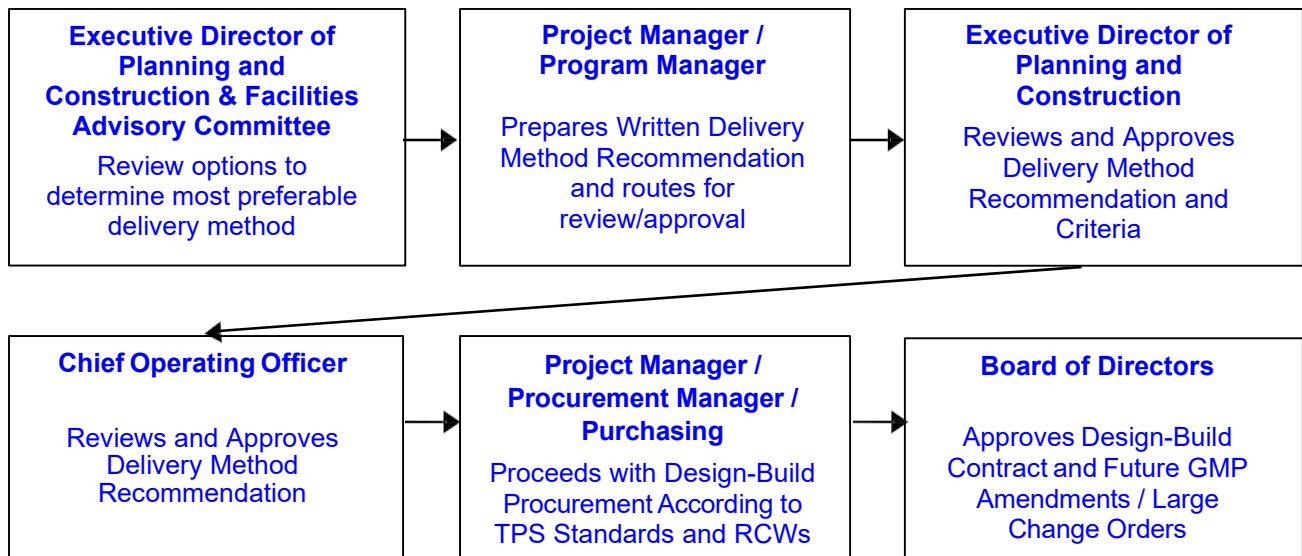


# TACOMA SCHOOL DISTRICT

## DESIGN-BUILD RECERTIFICATION

1. Understanding no substantive changes have occurred in the self-determination process to utilize DB. What is your process and has it changed since you started DB?

The flow chart below illustrates the TPS process for determining appropriate delivery method for each project and procuring the Design-builder.



Step 1 – Analyze Delivery Method Options: The TPS Executive Director of Planning and Construction reviews the various delivery method options with a core Facilities Advisory Committee to determine the most preferable delivery method for the proposed project based on specific project requirements and characteristics. (Refer to Attachment 1A for a graphic that compares the various delivery methods.)

Step 2 – Written Delivery Method Recommendation: The assigned Capital Projects Supervisor (Project Manager) and/or Program Manager prepares a written delivery method recommendation that identifies basic project information and how the project qualifies for use of Design-Build project delivery under RCW 39.10.300. The recommending party then signs the delivery method recommendation form. (Refer to Attachment 1B for the TPS Recommendation for Project Approval to Utilize the Design-Build Contracting Procedure form.)

Step 3 – Routing for Exec. Dir. of Planning and Construction Review and Approval: The completed delivery method recommendation form is routed for review and approval by the Executive Director of Planning and Construction who confirms approval by providing their signature on the form.

Step 4 – Routing for Chief Operating Officer Review and Approval: The completed delivery method recommendation form is routed for review and approval by the Chief Operating Officer who confirms approval by providing their signature on the form.

Step 5 – Design Build Procurement: If all reviewing parties approve the delivery method recommendation, a copy of the delivery method recommendation form is saved to the project file

and the Project Manager and Design-Build Procurement Manager are authorized to move forward with the Design-Build procurement process conforming with TPS standards and RCW 39.10.330. (Note that, for the sake of consistency in our procurement process, we have designated a Design-Build Procurement Manager who is involved in every procurement and works closely with the assigned Project Manager and/or the TPS Purchasing Department during the procurement effort. This is a slight change to our process.)

Step 6 – Board of Directors Approval: Once the Design-Builder has been chosen and the Fees/Scope for Preconstruction Services and the terms and conditions have been negotiated, the contract is presented to the TPS Board of Directors for approval to execute and issue notice to proceed. GMP Amendments to the Contract and Large Change Orders, totaling more than \$200,000, are also brought before the Board for approval during the duration of the Contract. (Note that the signature authority of the Executive Director of Planning and Construction has been increased to \$100,000, with approval of Director of Purchasing, in order to expedite the approval and payment of Change Orders. This is a slight change to our process.)

2. Please complete question 2. (b) List of lessons learned from your DB experience.
  - Choose your design-build team carefully.
  - Trust and empower the design-build team that you choose.
  - A good general contractor or GC/CM contractor doesn't always make for a good design-build contractor. The latter must have more of a "developer" approach to scope within budget.
  - The design-build project manager is a crucial role.
  - Not every design team understands or is comfortable with the subordinate role they play to the design-build contractor.
  - "Fast-tracking" of a project saves significant time and money and offers better accountability for the "public dollar".
  - Bundling of projects keeps the design-build contractor pool engaged and interested.
  - The design-build delivery method offers a better opportunity to meet or exceed the District's inclusion goals.