

STATE CAPITOL COMMITTEE

*Lieutenant Governor Cyrus Habib (Chair), Secretary of State Kim Wyman (Vice Chair),
Governor Inslee's Designee Kelly Wicker, and Commissioner of Public Lands Hilary Franz*

REMOTE ACCESS MEETING

PLEASE ACCESS THE MEETING VIA THE FOLLOWING LINK:

<https://des-wa.zoom.us/j/95080300201>

Passcode: 549925

OCTOBER 15, 2020

Time	Agenda Items	Presenter	Desired Outcome
10:00	1- Call Meeting to Order	Lt. Governor Habib	
10:03	2- Approval of Minutes	Lt. Governor Habib	Decisional - Review and approval of SCC Meeting Minutes for Dec 12, 2019 and Aug 10, 2020.
10:05	3- SCC Work Group Charter	Bill Frare, DES	Informational - DES will provide an overview of recent SCC actions and next steps.
10:15	The Great Washington Shake Out		Drop, Cover, and Hold Drill.
10:17	4- Insurance Commissioner Office Building Predesign	Bill Frare, DES	Informational - DES will provide a status update on predesign efforts, and seek input from SCC.
10:45	5- Legislative Campus Modernization (or formerly Newhouse Predesign)	Bill Frare, DES	Informational - DES will provide a status update on predesign efforts, and seek input from SCC.
11:05	6- Tumwater Modular Building Predesign	Bill Frare, DES	Informational - DES will provide a status update on predesign efforts, and seek input from SCC.
11:25	7- Capital Projects Update	Bill Frare, DES	Informational - DES will provide a status update on key capital projects.
11:40	8- Update on 2021-23 Capital Planning Process	Bill Frare, DES	Informational - DES will provide an update and next steps.
11:45	9- Public Comments and Closing Remarks	Lt. Governor Habib	Informational - Public comments may be offered following invitation by SCC Chair.
12:00	10- Adjourn SCC Meeting	Lt. Governor Habib	

Upcoming Committee Meetings Schedule:

Next CCDAC Meeting (2020 Qtr4):

Next SCC Meeting (2020 Qtr4):

Thursday, Nov 05, 2020; 10AM (Remote meeting)

Thursday, Dec 10, 2020; 10AM (Remote meeting)

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STATE CAPITOL COMMITTEE
Legislative Building, Senate Rules Room
Olympia, Washington 98504

December 12, 2019
10:00 AM

NOTE: These Draft Minutes of Meeting are subject to change upon approval of SCC their next regularly scheduled meeting.

Draft Minutes

MEMBERS PRESENT

Cyrus Habib, Lieutenant Governor (Chair)
Brule Burkhart (for Hilary Franz, Commissioner of Public Lands)
Mark Neary (for Kim Wyman, Secretary of State)
Kelly Wicker, Governor's Designee

OTHERS PRESENT:

Kevin Dragon, Department of Enterprise Services
Bill Frare, Department of Enterprise Services
Marygrace Gardu, City of Olympia
Valerie Gow, Puget Sound Meeting Services
Richell Geiger, Washington State Legislature
Brad Hendrickson, Senate
Ashley Howard, Department of Enterprise Services
Majid Jamali, Department of Enterprise Services
Linda Kent, Department of Enterprise Services
Ann Larson, Department of Enterprise Services
Nouk Leap, Department of Enterprise Services
Carrie Martin, Department of Enterprise Services
Annette Meyer, Department of Enterprise Services
Rachel Newmann, South Capitol Neighborhood Assn.
Valerie Robinson, Department of Enterprise Services
Anne Roderer, Mahlum Architects
Ronell Witt, Department of Enterprise Services
Oliver Wu, Department of Enterprise Services

Welcome and Introductions

Chair Cyrus Habib called the State Capitol Committee (SCC) meeting to order at 10:08 a.m. A quorum was present. Members provided self-introduction.

Chair Habib recommended postponing the roundtable discussion on the roles and responsibilities of the SCC, Capitol Campus Design Advisory Committee (CCDAC), and the Department of Enterprise Services (DES) following a discussion with Secretary Wyman and Deputy Secretary Neary to enable time by the Assistant Attorney General to provide a briefing and to afford an opportunity for all members to participate.

Approval of Minutes – Joint September 19, 2019 SCC-CCDAC Meeting - Action

The minutes were approved as published.

Capitol Childcare Center Progress Update - Informational

Chair Habib recognized Oliver Wu, Project Manager, DES.

Project Manager Wu introduced Anne Roderer with Mahlum Architects, who provided an update on the progress of the Capitol Childcare Center project.

Brule Burkhart for Commissioner Franz arrived at the meeting.

Ms. Roderer reported the facility would address demand for quality childcare in the area and to create joy on the campus by bringing children to the campus and enhancing opportunities for parent and child interaction throughout the day. The project is currently under design. Documentation and permitting are scheduled during the first quarter of 2020. The site is located at the southwest corner of East Capitol Campus on the site of the old IBM Building as identified in the State Capitol Development Study. The site sits directly west to the Employment Security Building.

The site is visible and accessed from all sides and is served by two adjacent bus stops offering fixed route service and free Dash bus service. Vehicular access is from Maple Park Avenue with pedestrian access from Capitol Way and Maple Park Avenue. The site is also visible and accessible from the pedestrian bridge connecting to the visitor parking lot.

The site design will provide improved pedestrian access and a landscape buffer along the two public facing fronts to enhance the native edge as envisioned in the Olmsted Plan and along the more formal tree-lined boulevard character of Maple Park Avenue. The landscape design is a naturalist approach along Capitol Way encompassed in a sustainable landscape gateway similar to campus gateway conditions at Snyder Avenue and the Helen Sommers Building.

The site design includes short-term parking to provide drop-off and pick-off for parents and for service access to the site. The entry courtyard can be accessed from all four directions. The building and associated outdoor spaces are oriented east-west and located toward the north edge of the site to maximize solar access.

Strategies prioritized for the project include supporting ecological and human health through low impact stormwater management, habitat restoration, lower carbon strategies, passive systems, an enhanced envelope, embodied carbon tracking capabilities, materials to help transparency, operator flexibility, and empowerment. The project aims to create child-centered spaces designed for all types of learners to capture a feel and spirit that is bright, airy, and clean. The building will provide sensory experiences for the children, as well as providing sufficient space and resources to support a high-quality child education facility. The orientation of the building to maximize solar access will provide natural daylight into the spaces to improve the performance of the overall facility.

The building design is a double-loaded corridor with program spaces on both sides of the corridor to optimize space and operational efficiencies. The corridor shifts to a configuration of an "S" type corridor enabling through views from the corridors to interior spaces to the outside natural spaces. Additionally, views and direct access are visible from each of the interior classroom spaces to an outdoor learning space. Spaces will be wrapped in tactile material to reduce the scale and modulate the façade, as well as providing more sensory experience for the children.

The outdoor learning environments will aim to establish a connection to nature through the play areas and by creating a fun and flexible outdoor learning environment designed at a children's scale landscape level.

Ms. Burkhart asked about the number of children the center would be able to accommodate. Ms. Roderer said the center's capacity is 78 children but it is dependent upon one room that would be designed as an infant/toddler flexible room to address demand.

Insurance Commissioner Office Building Predesign – Informational

Chair Habib recognized Majid Jamali, Project Manager, DES.

Assistant Director Frare provided some preliminary information on the project. The proviso for the Office of the Insurance Commissioner (OIC) Building predesign specified meeting the needs of the Insurance Commissioner and exploring four locations on Capitol Campus. The OIC approached DES with a proposal to include another agency for a larger facility to co-locate with the OIC. Subsequently, DES conferred with the Office of Financial Management (OFM) to explore the option. OFM staff did not object to the proposal as long as DES fulfills the requirements of the proviso and did not seek more funding from OFM. To date, DES has coordinated with OIC and with the Department of Children, Youth and Families (DCYF) to proceed with the project as identified in the proviso to study the four locations for a 65,000 square-foot facility that meets the needs of the OIC, as well as considering a larger facility that meets the needs of both the OIC and DCYF at the same four campus locations. No additional funds have been requested; however, DES asked for additional operating funds from both agencies to fill the gap between the original cost and the projected cost for a predesign that combines both facilities. Both agencies have agreed to provide funds from their respective operating budgets.

Program Manager Dragon noted that the work at this point is within the current budget allocation.

Chair Habib advised staff to keep relevant legislators informed on the status of efforts.

Ms. Wicker asked how DCYF was identified as an interested partner and whether DES considered other agencies that might be interested in co-locating with OIC. Assistant Director Frare said OIC proposed adding DCYF. DES did not pursue any additional outreach to other agencies or consider other agency needs.

Chair Habib commented that it could be important for OFM to consider other agencies because of the value of efficiencies that might not be obvious rather than pursuing an option that was offered by two public agencies.

Manager Jamali reported SHB 1102, Section 1092, included funding for the OIC building predesign to study the existing and the projected space use for the agency, parking impacts, potential alternatives to fund the project, development of a high performance net zero ready with an EUI of less than 35, and the potential of using cross-laminated timber products. The four sites in the study include:

- 1 - General Administration Building
- 6B - Visitor Center
- 7 - Old IBM Building site (currently under development for the Childcare Center)
- 12 - ProArts Building

The preliminary design due date is February 28, 2020 with the final report due by June 30, 2020.

To maximize the value of the project and the development of the site, the OIC is partnering with the DCYF to develop an alternate option. Existing facilities for OIC total 44,200 square feet to house 235 employees. Existing DCYF facilities total 136,600 square feet to house 704 employees. As outlined in the proviso, two phases were authorized for preliminary and final predesign. The first phase includes development of a problem statement and alternatives analysis. DES selected Mithun Architects and initiated the project in late October. A programming meeting was held by DES with OIC and DCYF to discuss programming space needs, parking, security, and the energy program. An initial meeting was held with the City of Olympia to discuss utilities, stormwater, and other impacts from the project. Another meeting is scheduled with City of Olympia to discuss the costs of the improvements by the City. The CCDAC received a briefing on the proposed project at its last meeting in November. The next step is developing preliminary financial scenarios with DES. The CCDAC is scheduled to receive an update on the project as its February 2020 meeting prior to submitting the predesign to the Legislature on February 28, 2020.

Chair Habib pointed to the size of the programming need for DCYF and the increased number of employees in comparison to OIC. Although, the Legislature approved moving forward to study a location to consolidate OIC, it appears the proposal to co-locate agencies includes an agency that is four times the size of the OIC. Although, no additional funds were requested from the Legislature to study the option, each agency is using operational funds to support the predesign effort. He did not realize the proposal to co-locate was such a large change in course because it appears to relate somewhat to the larger discussion the committee plans to initiate around roles and responsibilities. He asked how the option of co-locating occurred.

Assistant Director Frare agreed with the analysis with respect to the size comparison between the two agencies and whether it would substantially change the scope. When DES was notified of the proposal, DES staff was also troubled about the size difference because a 200,000 square foot building would drive the process to a different solution or preferred alternative than a 50,000 square foot building. Initially, DES was uncomfortable, which is why staff sought direction from OFM. However, by maintaining the original direction of the proviso to provide a predesign, which is on track while also providing additional information on a combined facility, DES believes it is fulfilling its responsibility to deliver the initial predesign.

Ms. Wicker asked about the line of authority for determining the selection of the agencies that could be co-located in the predesign. Assistant Director Frare advised that the OFM Facility Oversight Committee plays a role on budget and direction through its secure planning process based on the agency's current and future needs and how it addresses those needs. The OFM Facility Oversight Committee is responsible for DES-managed properties on the campus, as well as all other state properties.

Mr. Neary added that part of the mission of the committee is to identify opportunities for co-location.

Chair Habib questioned whether that was the progression of this particular process as it appeared OIC initiated the suggestion. Assistant Director Frare confirmed that the OIC coordinated with DCYF to recommend co-location of both agencies. When the proposal was presented to DES, DES staff contacted OFM staff. Although, OFM conveyed no direct support of the proposal, OFM staff also did not object to DES moving forward and exploring an option beyond what was authorized in the proviso.

Chair Habib shared the scenario of his office approaching DES and requesting consideration of exploring the option of a possible building for the Office of the Lt. Governor. He asked whether that would be the

process to pursue if his agency was seeking a predesign for a new building. Assistant Director Frare said that such a scenario could be possible. Chair Habib said the information is important in assisting the committee's understanding of the process.

Deputy Director Meyer clarified that the funds for the predesign were included in the budget for OIC.

Chair Habib said his question pertained to whether his agency could contact DES and request consideration of co-locating with another agency that might be in the process of a predesign as another alternative as long as the agency has the necessary funds. Deputy Director Meyer advised that typically that process is not a standard routine and would likely not be considered. In this case, the request was pursued through the Legislature by the OIC although the DCYF portion did not. Chair Habib said his analogy would place his agency in the same position as DCYF. He asked whether such a process would be possible if he contacted DES and conveyed that the agency had met with the OIC and would like DES to consider a third alternative of including the Office of the Lt. Governor.

Deputy Director Meyer said she's unsure as to whether that process would be the preferred method. The OIC proposal was a situation that DES has never encountered, which is why DES contacted OFM to review the proposal.

Chair Habib said he offered that scenario as he was not in office when the SCC was first created. The committee is comprised of four statewide elected officials, and although similar to the Legislature, include elected officials with public credibility and oversight responsibility of the Capitol Campus. Should there be a future similar question that was unusual but did include convening a special session of the Legislature to act, one idea could entail approaching the SCC to present the proposal that would not be within the scope or mandate of a budget proviso but should be considered as an option. That scenario would appear to be more useful than the committee typically receiving informational updates. Obviously, OFM's critical oversight should not be minimized in terms of determining the legality of any proposal. However, the discussion raises the question of why it was not included as a debate topic for the roundtable to explore and whether that particular process is an appropriate path because of the potential of other interested agency heads not aware of the proposal.

Ms. Wicker offered that more work on the topic is warranted as there have been many discussions by the committee on the needs on the campus, the Legislature, and other entities. The co-location proposal was somewhat of a surprise and she would prefer to pursue a conversation about pursuing a more strategic process because all sites are located on the campus. The conversation would be beneficial for the committee in terms of identifying campus priorities.

Deputy Director Meyer added that the roles and the responsibilities of the committee also included conversations about the need for completing an effective Master Plan for the Capitol Campus. If such a plan had been vetted thoroughly and adopted, then those examples could have been included in the plan to accommodate agency and legislative ideas or suggestions to ensure they align with the Master Plan. An updated Master Plan would ensure planning is in place to enable better decision-making to address all concerns or options.

Chair Habib agreed that the Master Plan is important to help guide the process. Additionally, agencies use space in different ways with many buildings comprised of cubical offices or others with large auditoriums or large public spaces. When designing a building to be shared by two agencies, consideration should be factored as to the compatibility of the two agencies co-locating. Master planning is part of how that happens.

Deputy Director Meyer pointed out the importance of considering the highest and best use of sites on the campus that could be redeveloped. Highest and best use of sites is a consideration that should be thoroughly reviewed when considering a project on the campus.

Chair Habib noted the conversation is a good start on moving forward regarding the order of operations and roles and responsibilities.

Mr. Neary said that of the four sites to be analyzed, the GA Building is the only site that could accommodate a building of the appropriate size to house the two agencies.

Manager Jamali reported the tasks during the first phase include eight scenarios with four scenarios of the OIC Building and four scenarios for a shared use facility of the OIC and DCYF. Based on the scenarios, preliminary site and buildings layouts will be completed and evaluated for: parking requirements, building height, bulk and scale, technical site constraints, and feasibility of achieving performance requirements on each site. Based on the analysis, the preferred alternative will be evaluated followed by identifying the cost and required budget, as well as financing analysis. Phase 1 concludes with preparation of the report and presentation to the CCDAC and SCC. Phase 1 deliverables include an Executive Summary, Problem Statement with functional and technical requirements, alternatives analysis including alternative site development scenarios, cost analysis, and identification of a Preferred Alternative.

Manager Dragon said the legislative proviso directed a preliminary report and a final report. DES scoped the project to prepare the preliminary report. As part of the Preferred Alternative analysis, an in-depth analysis is included in Phase 2 to produce detailed cost estimates and alternatives analysis of what constitutes the real costs of the facility following an evaluation of the different alternatives to identify a recommended Preferred Alternative to receive feedback. The Phase 1 Preliminary Predesign is due to the Legislature on February 28, 2020.

Manager Dragon added that the SCC would receive a briefing on the Preliminary Predesign Report at its March 2020 meeting.

Chair Habib asked about the status of the DCYF's new facility on the Six-Year Capital Plan. Assistant Director Frare advised that he is not familiar with the needs of the agency with respect to the Six-Year Capital Plan or any modified predesigns that the agency might have previously submitted. However, DCYF, as a new agency, is partially housed in the Jefferson Building with 80 employees and five other locations housing the remaining employees. The agency is seeking consolidation of all employees to enable shared functions and improve efficiencies.

Manager Dragon added that based on his familiarity with the development of the OFM six-year planning process, each state agency identifies its needs over the six-year window relative to the growth projection of the agency and works directly with OFM's Facilities Oversight Committee to develop the six-year capital plan. OFM then consolidates all six-year plans into one statewide six-year plan, which is not specific to the Capitol Campus and speaks to the importance of having a Master Plan to guide development on the campus.

Deputy Director Meyer offered to follow up with OFM on the order of priorities with respect to a new building for DCYF.

Global War on Terror Monument Planning – Informational

Chair Habib recognized Program Manager Kevin Dragon.

Manager Dragon briefed members on the status of efforts by the Legislative Work Group to study and forward a recommendation for a new monument on the State Capitol Campus honoring fallen resident service members from the Global War on Terrorism. The Legislature included funding in the operating budget for DES to support the Global War on Terror Work Group. The update will bring the committee up-to-date on the current work underway for planning a new monument on the campus.

The effort includes a feasibility study for placement of a new monument. The Work Group was established in proviso language in Section 150(8) to plan the monument for fallen resident service members, address naming of those individuals on the monument, prepare monument draft designs, consider funding alternatives and offer recommendations on funding the monument, plan for an unveiling ceremony if funded, recommend a lead agency or committee, and plan for the ongoing care and maintenance of the monument in perpetuity. The Legislature has asked for a report from the Work Group submitted no later than November 1, 2020.

Additionally, WAC 200.230 specifically addresses the design and placement of major and minor works or monuments on the Capitol Campus and ensures the monuments reflect the lasting statewide significance for all people in Washington and protects and maintains both the open space and preserves the views associated with campus, conserves options for future generations, and requires a deliberate review and approval process that includes DES, Arts Commission, CCDAC, and the SCC. The vetting process is required for the monument and its placement on the campus.

A major work is defined as any statue, monument, or sculpture. Minor works are smaller items, such as plaques, trees, and shrubs.

Chair Habib asked whether the WAC defines the specific roles of the oversight entities. Manager Dragon explained that the WAC definition is a collaborative approach requiring proponents to work with the CCDAC on the appropriateness of the monument for the campus and through the process achieving consensus on the direction of a proposal. Chair Habib pointed out that attaining a consensus would be considered a high bar. He asked about previous processes for approval of a monument or sculpture. Manager Dragon explained that there have been no new major monuments on the campus for some time. The process is defined. The roles and responsibilities require DES to work with the proponent for the design and placement with the CCDAC reviewing architectural and aesthetic functions, environmental excellence, and landscaping plans for the monument. The SCC approves the design and site of the major works to be located on the Capitol Campus pursuant to RCW 43.34 and WAC 200-230-010. The SCC approves the development plans and temporary and permanent improvements on the Capitol Campus.

Manager Dragon displayed a photograph of the State Capitol Campus reflecting the West and East Campus divided by Capitol Way. The photograph highlights the location of monuments for both major and minor works on the campus. On the West Campus, monuments include Winged Victory commemorating World War I, World War II Memorial, Vietnam Veterans Memorial, POW-MIA Memorial, and a Medal of Honor Memorial. The Korean War Memorial is located on the East Campus. The Law Enforcement Memorial is located north of the Temple of Justice.

The Work Group's timeline is defined. The Work Group developed a schematic timeline for next steps outlining the framework of what occurs and how to meet the November 2020 deadline. The Work Group

has also encountered some challenges with the timeline and what it will entail to deliver a report. The timeline identifies CCDAC and SCC meetings with DES responsible for providing the committees with updates on the status of efforts. If funded, a formal proposal for a monument would move forward.

Chair Habib said the timing appears odd as the Legislature would appropriate the funds for the monument and then the committee would determine whether the monument would be constructed. Assistant Director Frare explained that the Legislature established the committee with no funding associated with the committee's work. As the process proceeds, the SCC will receive an update in June on the status of efforts, as well as in September and October as the report is finalized. The problems associated with the Work Group are two-fold. The first issue is the short timeline for the necessary work. Members on the committee are volunteers who hold other positions. DES is staffing the committee without a budget appropriation to complete the work or hire a consultant to assist in moving forward with designs and alternatives. The Work Group will need to solve the problems of funding and timeline in order to deliver the report by November 2020.

Government Relations Manager Larson added that staff has forwarded a request to OFM to provide for an extension to June 2021 for the report. The Governor's budget should be released shortly and hopefully the proviso is included in the budget. DES continues to work with the Legislature to identify any funds to address some of the resource issues.

Chair Habib asked whether the proposal originated from the Governor or from the Legislature. Ms. Wicker advised that she was unsure how the request was generated. Manager Larson advised that the proposal originated from legislation presented by Senator Hobbs. The proposal was reduced to a work group as a proviso with funding provided only for transportation.

Chair Habib asked whether DES requested that the Governor include more funds. Manager Larson indicated the work group requested the Governor consider a recommendation to extend the timeline. Members of the Work Group believed that the timeline would be difficult to achieve. The Work Group only requested additional time.

Deputy Director Meyer added that no request was submitted for funding; however, funds are not available for a feasibility study of the monument.

Chair Habib expressed interest in learning about any discussions on what the Global War on Terrorism means. Manager Larson replied that Work Group members discussed the definition and referred to the national definition. One of the Governor's appointees served on the selection committee for the national monument for the Global War on Terrorism to be placed the Washington, D.C. Mall. The Work Group agreed to use the national definition. Chair Habib asked for the definition of Global War on Terrorism and whether it speaks to Iraq, Afghanistan, firefighters who died during 9/11, victims of the San Bernardino shooting, or the Navel Station shooting in Pensacola, Florida. Manager Larson explained that the definition relates to military operations overseas since 9/11.

Manager Dragon added that during the federal declaration of the Global War on Terrorism, President Bush declared and set forth the definition, which relates to the operations that surround the war on terror, such as Iran, Afghanistan, and South Africa. Significant military tours are affiliated within the military circle of what constitutes the Global War on Terrorism. It is also well-defined by the military. The Department of Veterans Affairs recommended the national definition to the Work Group. The Work Group engaged in a long discussion and agreed to adopt the definition as it speaks to fallen service members.

Chair Habib said that based on the briefing, he does not like the term. Middle Eastern Americans do not like the term. The war in Vietnam is called the Vietnam War because it refers to the geography of the war; likewise the Korean War also refers to the geography of the war. The Middle East is not terror. Iraq is not terror, and even if a connection was substantiated about the 20-year operation in Afghanistan related to 9/11, many people do not believe that there is a link to Iraq or Iran. It appears the term; “Global War on Terrorism” is used as any military operation against a Muslim country that took place in the 21st century. He is very concerned and compassionate about wanting to recognize fallen service members during those operations because no matter how he feels about the choice to engage, they did not have a choice. He acknowledged that perhaps his conversation should be with legislators but suggested that it would make more sense to rename the monument to a “21st Century Memorial” because it involved more than just one country. The term should be broader as “Global War on Terrorism” has no place on the State Capitol Campus. He affirmed that although he is not a member of the Work Group, he would publicly express his opinion as the only elected Middle Eastern American in state government and he would be remiss if he did not vocalize his opposition.

Capital Projects Update - Informational

Chair Habib recognized Program Manager Dragon to provide an update on the status of capital projects. Manager Dragon reviewed the projects:

- ***Building Exterior Improvements – Capitol Court*** – The project involves the restoration of historic windows and doors and repair and cleaning of the building’s stone façade. Installation of the scaffolding is occurring now with black mesh covering to remain in place until April 2020. The planned completion date is May 2020.
- ***Campus-wide Sidewalk Repair*** – DES completed some ADA access improvements into the Sunken Garden and ADA sidewalk features missing at four locations. Irrigation, planting, and landscaping improvements will be installed and completed by spring 2020.
- ***East Plaza Waterproofing and Elevator Repairs (Phase 5B)*** – Replacement of the waterproof membrane above the East Plaza Garage has been completed as well as landscaping. Walkways have been opened for the public. The new landscape improvements are consistent with the vision of the East Capitol Campus Plaza – EDAW Plan. Electrical improvements within the East Plaza Garage will continue into early 2020.
- ***Insurance/Cherberg Roof Replacement*** – The replacement of the roof membrane and insulation is underway to meet current codes, as well as replacement of roof drainage and removal of obsolete roof-top heating/ventilation/cooling equipment. Four new skylights were installed on the Insurance Building roof. The Cherberg Building Roof Replacement project has been completed and is pending some minor work items.
- ***Legislative Building Cleaning – Insurance Building*** – The project includes restorative of façade by cleaning and stone repair. The projects address water intrusion issues at the lower level and improving the anchoring for the stone where necessary. The consultant is under contract and is performing a 3D scan of the building to provide a high resolution picture of the façade and development of a website with the high resolution façade imagery to determine the appropriate treatment of the facade. The design will be completed by January 2020 and reviewed by DAHAP and DES’ Historical and Cultural Resource Planner in February 2020.

Chair Habib inquired about the long-term status of the Insurance Building if the proposal for a Senate Office Building is constructed. Assistant Director Frare replied that during the last biennium, the Legislature requested a predesign on a New House replacement. The predesign identified a number of scenarios to include a joint House and Senate Building, a Senate-only replacement, and a building to replace the New House Building. DES prepared an alternatives analysis that was reviewed by the SCC and submitted to the Legislature. To date, the Legislature has not provided DES with any guidance. DES staff has followed up with the administration in the House and Senate and learned that there was no consensus between the bodies. Subsequently, DES asked the architect to prepare an alternative of the consequences of not rendering a decision because at this point, the New House Building is beyond its useful life and many building systems are failing. Building systems during the summer would typically not cause a concern; however, during the winter when the Legislature is in session, one of the major building systems could fail. The intent is to provide the Legislature with the information it needs to make an informed decision and that no action could be of some consequence. The architect is nearly completed and staff anticipates submitting the information to OFM and to the legislative committee. The New House Building decision does not intersect with the Insurance Building. There are no plans to change the occupancy of the Insurance Building.

Manager Dragon noted that the Insurance Building is included in the DES 10-Year Capital Budget to complete a renovation of the building that would involve three phases of a predesign phase to identify programming needs, design, and construction.

- ***Arc-Flash Study*** – The project is a safety study to assess all high-energy electrical panels on the campus for safety of staff and contractors performing work. The work will identify proper personal protection equipment (PPE) and safety perimeters necessary to work safely on electrical panels. DES conducted interviews of consultants and is in the process of scoping actual services for the consultant to complete site assessments. Site tours of each site are scheduled in January and February 2020. The consultant will prepare recommendations for PPE and training of personnel.
- ***Next Century Campus Study*** – Assistant Director Frare reported the study is of the power house. Staff and the consultant are finalizing the report that identifies the preferred alternative. The project is large as it would replace the power plant entirely. Submittal of the predesign to OFM is anticipated in the next month.

SCC, CCDAC and DES Roles and Responsibilities Roundtable – Informational

Chair Habib conceded that some of the initial conversation was interwoven within several of the agenda topics. He asked for additional feedback prior to the next scheduled meeting to help frame the roundtable discussion on SCC and its mandate.

Ms. Wicker acknowledged that following a discussion with Deputy Director Meyer, there is no clear direction as to the role and authority of the SCC other than different WACs and RCWs. It would be important for the committee to clarify its role and authorities. She thanked staff for citing the references.

Ms. Burkhart added that she plans to follow-up with staff about the possibility of amending the RCW to include a designee for the Commissioner of Public Lands. It has been difficult to ensure representation on the SCC regularly and having some consistency would add value to the committee.

Chair Habib offered that a clear understanding of the mandate and the control the committee has over processes would likely attract members to attend meetings, especially if it involves action to approve a building. The use of designees has likely occurred because of the unclear charge of the committee and its actions.

Public Comments and Closing Remarks – Informational

Chair Habib inquired about the process of scheduling a special meeting to either discuss potential actions for requesting a change in the statute or changing the agenda moving forward.

Manager Dragon advised that if the committee wants to convene a special meeting or work session, staff would contact the Chair and poll availability of the committee to establish a meeting place, date, and time mutually acceptable to all members.

Chair Habib asked that the Assistant Attorney General provide a summary/briefing of the authorities overseeing the SCC. At the beginning of the year, he and staff will determine whether a special meeting is necessary.

Adjournment

With there being no further business, Chair Habib adjourned the meeting at 11:32 a.m.

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**STATE CAPITOL COMMITTEE
Special Meeting - Remote Access
Olympia, Washington 98504**

**August 10, 2020
3:00 PM**

NOTE: These Draft Minutes of Meeting are subject to change u on approval of SCC their next regularly scheduled meeting.

Draft Minutes

MEMBERS PARTICIPATING

Cyrus Habib, Lieutenant Governor (Chair)
Kathy Taylor (for Hilary Franz, Commissioner of Public Lands)
Kim Wyman, Secretary of State
Kelly Wicker, Governor's Designee

OTHERS PARTICIPATING:

Kevin Dragon, Department of Enterprise Services
Jeff Even, Office of the Attorney General
Bill Frare, Department of Enterprise Services
Valerie Gow, Puget Sound Meeting Services
Libby Hollingshead, Office of the Lieutenant Governor
Nouk Leap, Department of Enterprise Services
Chris Liu, Department of Enterprise Services
Dave Merchant, Office of the Attorney General

Welcome and Introductions & Approval of Agenda

Chair Cyrus Habib called the special State Capitol Committee (SCC) virtual meeting to order at 3:00 p.m. Chair Habib introduced members present. A meeting quorum was attained.

The agenda was approved as published.

AG Review of Statutes Pertaining to the State Capital Committee - Informational

Chair Habib reported over the last several years, members have discussed the role of the State Capitol Committee (SCC). When he joined the committee in early 2017, he was not well versed on statutes governing the committee. Following several meetings and briefings that sparked some concerns, he initiated some conversations about the committee's statutory provisions. During that process, he discovered the committee was not operating in full compliance with statutes. Statutes were not followed by the committee as the committee was essentially serving as an advisory body providing input versus provisions of the statute directing the SCC as a decision-making body with dispositive authority on a number of issues. Consequently, he and staff worked with Deputy Solicitor General Jeff Even to review and compile current statutes, which are included in the policies and procedures to be presented as a draft for the committee's consideration to ensure the committee complies with state law. Concurrently, it was also clear the Department of Enterprise Services (DES) was interested in a review of the statutory provisions for potential changes by the Legislature. The agenda includes a briefing on the statutes followed by a briefing on the proposed draft Policies and Procedures for the SCC to comply with current statutory provisions. DES Director Chris Liu will present an action to consider establishing a work group over the next several months to review existing statutes for potential amendments.

Chair Habib recognized Dave Merchant, Assistant Attorney General, who provided a briefing on current statutes governing the actions of the SCC.

Mr. Merchant reported he serves as the Assistant Attorney General within the Transportation Public Construction Division representing DES. The initial task was a review of statutes governing directly or impacting the SCC. His efforts build on the work completed by his predecessor, Brian Fowler. The request was to compile a list of statutes and regulations directly impacting the SCC to assist the committee in its work as the first step. The list of statutes is not exhaustive and does not include statutes that might describe a duty to another agency or might impinge or duplicate duties. The statutes are only ones directly impacting the SCC that address Capitol Campus and Thurston County.

The first category includes organizational statutes under RCW 43 covering the basic creation of the SCC with provisions covering the period from 1893 until 2013 beginning with the initial land grant for the state capitol grounds until the creation of the Capitol Campus Design Advisory Committee (CCDAC) in 2013. Chapter 43 has been modified and amended over time. The chapter identifies members and establishes the limited basis for procedures with some discussions about specific properties. The RCW includes a duty to construct buildings on the Sylvester site and at Capitol Place and a provision directing oversight by the committee on the acquisition and use of real estate in Thurston County. Another provision pertains to building names.

Specific locations and budget provisions are included in RCW 79. The SCC has the authority under various provisions to be involved in the approval and budget process for capitol building lands, Sylvester Park (for parking facilities and buildings), and Capitol Campus. Specific statutes address budget items and the ability to issue bonds (various court decisions have limited the ability to bond), and specific provisions for buildings in other areas in Thurston County only if the SCC finds there is no room on Capitol Campus.

Under RCW 79, DES has the authority to lease facilities. Bond and budget authority is included in the same chapter.

Chair Habib asked about provisions assigning the SCC with the responsibility to ensure there is adequate space on Capitol Campus for executive departments, agencies, and legislative branches. Mr. Merchant advised that RCW 79.24.650 speaks to the SCC providing for the construction, remodeling, and furnishing of capitol office buildings, parking facilities, the Governor's Mansion, and such other buildings and facilities as they are determined by the SCC to be necessary to provide space for the Legislature by way of offices, committee rooms, hearing rooms, and work rooms, executive office space, housing for the Governor, and executive space for other elected officials and such other state agencies as may be necessary, and pay for all costs and expenses in issuing bonds and paying interest thereon during the construction. Chair Habib commented that the provisions in the statute speak to an active role by the SCC in terms of policy and a strategic level role that the Legislature intended for the SCC. He asked Mr. Merchant whether his interpretation is similar. Mr. Merchant responded that the statute includes different provisions designating the SCC in an advisory role and provisions that speak to the SCC taking actions. Some actions speak to "provide for" that is unclear as to the intent because it is such a broad term. Chair Habib commented that since the statute speaks to the SCC issuing bonds, it appears that "provide for" would harmonize with financial arrangements as mentioned in the same section and could be interpreted in the most ordinary meaning, which speaks to the SCC acting to appropriate. Mr. Merchant cited previous action involving Sylvester Park that spoke to bonds. The language referred to the role of the SCC while not acting alone as there was a requirement for approval for the issuance of bonds. He agreed

the language includes “active verbs” but is unsure of the intent. The provisions might be reflective of the need for some harmonization.

Chair Habib referred to the committee’s pending consideration on the L&I/WSDA Safety & Health Lab and Training project. The Office of the Attorney General (AG) is required to defend the state in litigation actions. It is the policy of the AG never to state in writing or orally that the state might be legally wrong. One of the reasons for his concerns pertains to a statute that would apply to the proposed L&I facility as it is not located on Capitol Campus. Mr. Merchant said the language resides in RCW 79.43 for approval or rejection of any and all acquisitions of real estate in Thurston County. Chair Habib said the proposal is not acquisition of real estate. Mr. Merchant cited RCW 43.79 that speaks to the approval or rejection of construction of state buildings in Thurston County not located on the capitol grounds. Chair Habib said it also appears that the provision under state law requires the SCC to approve or reject the L&I facility. No vote was ever rendered by the SCC and the project has proceeded. It appears the provision in the law would either need to be suspended or repealed. Mr. Merchant said he does not believe the statute has ever been repealed. Chair Habib added that there was some belief by others that if funds were appropriated for the L&I Building, other legal requirements would not apply, which speaks to the importance of following the statute or repealing the statute if the proposal is at odds with the appropriation because budgets cannot codify or affect substantive law. The statute would need to be either repealed or suspended. That never occurred with the L&I building. His intent is to ensure transparency with respect to his concerns in reserving the right of the state to defend itself in the event of litigation while also acknowledging the stakes in terms of the statute as the L&I building was not approved by the SCC. Similar to other actions in other cities or towns, if a planning commission does not authorize construction, the construction would not be lawful.

Chair Habib invited questions from members. With there being no further questions, Chair Habib thanked Mr. Merchant for briefing the committee.

Draft Policies and Procedures for SCC – Action

Chair Habib reported the draft Policies and Procedures were developed in consultation with the Jeff Even, Deputy Solicitor General. He recognized Libby Hollingshead, Chief of Staff, Lt. Governor’s Office, to provide an overview of the draft policies and procedures.

Ms. Hollingshead said the effort to draft the policies and procedures was focused on existing state statute and necessary policies and procedures to comply with current statutes. The document is divided into two sections of internal operating procedures and procedures for engaging with external stakeholders.

The first section covers sections 1-4 and part of Section 8. The sections cover Membership, Committee Records, Officers, Meetings, and Meeting Agendas. The procedures were compiled from various state statutes and many are existing common practices of the committee or represent best practices from other similar statutory committees. The draft references requirements under the Washington Open Public Meetings Act. The most current draft incorporates several changes at the request of DES and the Office of Financial Management (OFM) adding Reeds Rules of Order as the operating procedure for the committee to serve as a stopgap for any procedural issues not covered by the policies and procedures. That jurisdiction touches on a number of committees and processes throughout state government. The second section addresses the committee’s role and timing. Section 5 addresses communicating with other agencies or state work groups involved in the process to ensure communications channels exist between the different agencies. In Section 6, the list of statutes is cited as organized by the Deputy Solicitor General Even. Section 7 recognizes the intertwined processes that have been established in state statute. The section addresses projects funded through a request from DES and included within the Governor’s Budget with the committee receiving briefings and following through the process for a final vote to

approve the project. The section enables the committee to provide input and ask questions as the project moves through the process with the idea to keep projects moving and avoiding burdensome stops and processes and procedures. Section 8 addresses meeting agendas and how the agenda is established and distinguishes the type of agenda topics. Section 9 speaks to requests for committee approval. The section outlines processes on how the committee interacts with various statutes and when voting is required. Subsection B includes a process to enable the committee to take actions on the various statutes as outlined in Section 6. Other procedural items include signature sheets and operating under Reeds Rules of Order.

Chair Habib invited questions from the committee.

Secretary Wyman commented that her questions speak to the interaction and the role and responsibility of the committee and how it relates to the legislative and budgetary process as those processes appear to have been employed to construct numerous projects over the last 10 years during her membership on the committee. She expressed appreciation for the work completed by the Lt. Governor's Office to develop the draft as it emphasizes the importance of the issues the committee should consider when discussing the relevance and role of the committee today. She continues to wrestle with the process as she spent time as a member on the Capitol Campus Advisory Design Committee subcommittee working on various master plans, which were never utilized during decision-making processes during the budgeting process through the Legislature. Of particular concern was the Helen Sommers Building, which was developed through a legislative process. That action should inform the committee when it considers adoption of the policies and procedures in terms of the relevance and importance of the committee with respect to the Governor's Budget and the legislative process to ensure the SCC process is a meaningful process with value added procedures that are statutorily driven to create a better Capitol Campus over the long term. She appreciates the work invested in developing the draft as it has been a source of frustration to her since she began serving on the committee.

Chair Habib agreed and shared information on the development of several campus buildings that occurred outside the committee's process. None of the proposals were malicious as everyone's goal was to achieve efficiencies. However, the statutes were adopted for a reason. This year has demonstrated the emotions and disagreements surrounding confederate monuments and other monuments that have become controversial, as well as displaying different types of flags at state capitals. The state campus represents spaces that have captured emotion, history, and philosophies. It would be important to have a planning commission to ensure the campus is protected as a place where the peoples' work is completed and where the public should feel welcome and their values are reflected in the spaces. The proposed policies and procedures, if adopted, would ensure the proper place of the committee, which is likely closer to what he and Secretary Wyman believe should be how the committee operates.

Kelly Wicker thanked Chair Habib for his efforts in developing the draft as she agrees the committee needs to modernize the work of the SCC. She continues to worry about the duplicative or competing statutes and supports forming a work group to begin alignment of the statutes and other authorizing documents. She questioned the proposal to approve the document prior to the work group commencing and working through the process.

Chair Habib said the committee has the option of adopting amended policies and procedures as needed. The purpose of the work group is to work with the chairs of the legislative budget committees and/or key legislators to develop a bill of amendments. Should the law change, the work group would likely need to meet and update the policies and procedures to ensure the committee complies with any new statutes. There are many areas where the statute should provide more clarity, such as the issuance of bonds.

Chair Habib thanked Ms. Hollingshead and Mr. Even for their efforts.

Secretary Kim Wyman moved, seconded by Chair Habib, to adopt the proposed Policies and Procedures as presented with edits pursuant to input from DES and OFM prior to the meeting. Motion carried unanimously.

DES Recommendation to the SCC – Action

Chair Habib recognized and thanked DES Director Chris Liu for his willingness to collaborate and work with the committee. The existing statutes and the newly adopted Policies and Procedures speak to some differences moving forward. It is important the committee recognizes the needs and concerns of DES to ensure the outcome is effective.

Director Liu said DES requests the SCC create a work group of government stakeholders to review the statutes, identify any conflicts of primary statutes and WACs, and develop recommendations for resolution in the appropriate manner for a period of one year. The work group may be dissolved once the work is completed or sooner upon majority vote of the SCC. The proposal satisfies and accounts for all issues that have been discussed about existing rules and statutes.

Chair Habib supported the proposal. Mr. Merchant's briefing highlighted the appropriateness to review current statutes and possibly develop some recommendations.

Secretary Wyman asked about the membership of the work group. Director Liu said membership would represent a broad representation of government stakeholders to include the appropriate legislative committees, representation from each of the agencies that comprise the membership of the SCC, and assistance from the Attorney General's Office (Mr. Merchant or Mr. Even) to work through the legal issues. Other stakeholders may also be identified.

Chair Habib asked about the timeline for convening the work group. Director Liu said he supports moving forward immediately to develop a list of members. It will be important to charter the group to ensure the mission has been identified and how the work group will proceed. A reporting structure will be developed. He anticipates initial efforts to commence within 30 days.

Secretary Wyman moved, seconded by Chair Habib, to establish a work group tasked with reviewing statutory provisions and existing rules overseeing the State Capitol Committee, and consider the future interactions of the State Capitol Committee with other interested stakeholders. Motion carried unanimously.

Review L&I/WSDA Capital Projects Update - Informational

Chair Habib recognized Bill Frare, DES Assistant Director of Facility Professional Services. Assistant Director Frare presented the proposal for consideration.

The Department of Labor and Industries (L&I) and the Washington State Department of Agriculture (WSDA) initiated a predesign in 2018 to create a facility to address L&I's need for a laboratory for testing of materials and a training facility and WSDA's laboratory needs. L&I and WSDA currently operate from leased facilities that do not meet program needs. The predesign evaluated six alternatives and selected a site adjacent to the Edna L. Goodrich Building near the Linderson and Tumwater Boulevard intersection within the City of Tumwater. DES presented the proposal to the SCC at its July 2019 meeting. The committee did not act to approve the predesign for moving forward on construction. The request is to approve the predesign and subsequent construction for the L&I/WSDA Laboratory Training Facility. The project is currently in the design phase. Funds for construction would likely be requested during the next legislative session.

Chair Habib requested clarification as to the committee's statutory role to approve construction or the design. Director Frare responded that the powers and the duties of the committee are somewhat unclear as the statute speaks to approval of construction of state buildings in Thurston County not located on the state capitol grounds. Since the L&I facility is located in the City of Tumwater, DES is seeking approval of the predesign, which would be analogous to approving construction at that location.

Chair Habib noted that the work group would be helpful as the Policies and Procedures are limited and do not address all the questions. He invited questions from members.

Secretary Wyman commented that the proposal serves as a good example as to the confusion about the role of the SCC because the request is to approve the predesign of a building the committee has not seen. It speaks to the role of the committee and the purpose of its action. Although she supports approving the proposal because she has faith all parties have exercised due diligence and are moving forward in the best interests of the state. However, the SCC is asked to approve a proposal the committee has not reviewed. Director Frare clarified that staff did not anticipate reviewing the predesign in detail as the predesign was reviewed by the committee at its July 2019 meeting. The briefing materials from that initial briefing in 2019 were included in the agenda packet to include a description of the building and the analysis completed on the proposal. Secretary Wyman said she likely was not in attendance at the meeting but pointed out the importance of referencing the prior presentation for the benefit of the public.

Chair Habib recalled his frustration when the SCC was presented with the proposal in July 2019 as the predesign had already moved forward. The SCC was presented with the proposal after action had already proceeded and he was not supportive of the SCC rendering a symbolic vote. He shares Secretary Wyman's frustration; however, the discussion points to an understanding of what the law requires and confusion surrounding actions by the Legislature. More clarity could have existed with respect to the project. It is also important to recognize that a similar situation will not occur in the future as the SCC will not be disenfranchised from its proper statutory role. He feels comfortable moving forward with the proposal as his issue with the proposal was rendering a symbolic and meaningless vote. Nevertheless, it is important the SCC vote on the proposal because it is a statutory requirement for the construction to move forward.

Secretary Wyman moved, seconded by Chair Habib, to approve the findings and recommendations as outlined in the L&I/WSDA Safety & Health Lab and Training Center Predesign Report, prepared by KMB Architects and dated October 11, 2018. Motion carried unanimously.

Public Comments and Closing Remarks – Informational

Chair Habib asked Assistant Director Frare to recognize any citizens wishing to speak. Assistant Director Frare advised that because the meeting is virtual, citizens have the option of utilizing the Q&A option to summarize their comments. Additionally, DES advertised an email address on Friday, August 7, 2020 for submittal of written comments. To date, four email comments have been received. He summarized the comments from four individuals.

Patricia McClain referred to the Nisqually Earthquake in 2001 and over \$120 million in damage to campus structures. Any success in completing on time and within budget with a near perfect safety record is directly attributed to the active and sometimes daily engagement of the SCC House and Senate Oversight members both in laying the foundation of policy through a rigorous planning process and during construction. That standard of management and engagement has been sadly lacking in subsequent years and the result is clear in the current state of historic buildings on the campus and in many cases vacant and deteriorating. People across the state care about the Capitol and the historic buildings on the

campus. Following the earthquake, phone calls and emails were received from people across the state including Spokane, Ritzville, Yakima, and Bellingham, asking about the fate of the State Capitol. Many had visited the campus as children and remembered the awe they felt walking into the historic buildings. It is time for the SCC to take a more active role in managing the historic building of national significance. She fully supports the recommendations offered by Marygrace Gardu and others regarding the need for a capitol architect reporting directly to the SCC with expanded membership to include Senate and House members and a recommitment to historic preservation and a foundation of value. She thanked the SCC for consideration.

Tom Henderson wrote that while working on the capital budget with the OFM and later with the Facilities Assistant Director with DES, he often worked with and presented to the SCC and the CCDAC. Early in his experience with the state, Fred King also worked at the Department of General Administration as the Capitol Campus Architect supporting both committees. Unfortunately, there was always a serious lack of funds to manage the maintenance of facilities. The master plan started directing attention away from the main campus seeking to expand the state facilities off campus in Lacey and Tumwater. After Fred King retired from the position, it was not filled. He has always believed that the Capitol Campus Architect is an essential position to maintain strong leadership and master planning, as well as facility maintenance stewardship on the Capitol Campus. A dedicated architect with a strong background in historical preservation is essential in overseeing construction and renovation on Capitol Campus. Further, there needs to be sustainable and adequate funding available to ensure investments are made every biennium to protect and preserve the campus architectural heritage.

Marygrace Gardu submitted several pages of comments. She wrote that the first SCC was distinguished, powerful, active, and contentious. It was created for the purpose of constructing the State Capitol and the originating statute dates to the Remington Code which predates the current Revised Code of Washington (RCW). The statute speaks to the buildings on the campus being audacious as characterized by Norman Johnson at the University of Washington. Her comments speak to the history of the campus and include some recommendations about active recognition and professional historical preservation expertise on the campus. The SCC should take an active role to direct and advance the inclusive campus planning processes that are broadly shared and thoroughly vetted as a result of well-supported information. She urges active advocacy and education with the Legislature and institutionalizing a strong and steady voice for historic preservation.

Jane Rushford served as a Deputy Director for the Department of General Administration and DES. She submitted a letter of support for the evaluation and review of the statutes for SCC and DES.

Chair Habib said the amount of public comment is a good snapshot of the strong feelings about the State Capitol. After preparing to leave government after eight years of working on the campus, he is keenly aware that the campus is a very special place and those who work on the campus are privileged to work in the buildings on such a beautiful campus.

Assistant Director Frare cited another comment received from Sue Lean who states that she is happy to see the commitment of stewardship of the remarkable capitol buildings, which are recognized as the crowning achievement of the architectural style known as American Renaissance. Ms. Lean supports and concurs with Marygrace Gardu.

Adjournment

Chair Habib thanked staff for their technological assistance to sponsor the virtual meeting. The next meeting is scheduled on October 15, 2020 at 10 a.m. to noon. With there being no further business, Chair Habib adjourned the meeting at 4:16 p.m.

Prepared by Valerie L. Gow, Recording Secretary/President
Puget Sound Meeting Services, psmsoly@earthlink.net

DRAFT

State Capitol Committee

October 15, 2020

3- State Capital Committee Actions

Purpose: **Decisional**

Sponsor(s): Bill Frare, DES FPS Assistant Director
Department(s): Enterprise Services
Contact: 360-280-6083, bill.frare@des.wa.gov

Presenters: Bill Frare, DES FPS Assistant Director

Description:

The State Capitol Committee (SCC) held a special meeting on August 10, 2020. The purpose of the meeting was to review statutes pertaining to the SCC, and establish Policies and Procedures in relation to SCC and the Department of Enterprise Services.

At this meeting, SCC authorized DES to convene a workgroup to review the applicable RCW and WACs, and make recommendations for revisions. DES has prepared a draft charter for this work group for SCC consideration.

Previous SCC/CCDAC Actions/Recommendations:

SCC established policies and procedures and authorized DES to convene a work group to review applicable RCWs and WACs at its August 10, 2020 meeting.

On September 17, 2020, the Capitol Campus Design Advisory Committee was were briefed on the draft work group charter and the intent to have the charter adopted by the SCC at its next regularly scheduled meeting. This was an informational item and CCDAC took no action and offered no recommendations.

Next Steps:

Upon adoption by the SCC, DES would implement the charter (as approved), identify remaining members, convene work group meetings, begin the review of applicable RCWs and WACs pertaining to SCC and CCDAC, and provide periodic updates on of the work group's findings and recommendations to CCDAC and SCC at future regularly-scheduled meetings.

Requested Action:

Move to approve the SCC Statute Review Workgroup Charter

List of Attachments:

Attachment 3A: Draft SCC Work Group Charter

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SCC Statute Update Workgroup Project Charter

To be adopted by the SCC on 10/15/2020
Version 1.2

Purpose

Current statutes and administrative code relating to the State Capitol Committee (SCC) and Capitol Campus Design Advisory Committee (CCDAC) have been developed over decades, and are in some cases, inconsistent and contradictory. The purpose of the Statute Update Workgroup is to review these statutes and make recommendations to meet current needs.

Scope

The SCC Statute Update Workgroup will:

- Review current Statutes and Administrative Code.
- Identify those RCWs and WACs pertaining to SCC and CCDAC that are inconsistent, conflicting, overlapping authority, unclear, or are no longer relevant.
- Consider the need for a common vision for the Capitol Campus and Master Planning.
- Consider current challenges and capital needs on the campus and the level of executive branch and legislative branch oversight necessary to address those needs.
- Consider project phases and the level of involvement of the executive and legislative branch, and how the projects relate back to the Master Plan.
- Consider Monuments and Memorials on the Capitol Campus, and the respective roles of Enterprise Services, CCDAC, SCC, OFM, the Governor's Office and the legislature in evaluating, approving, placement, funding, construction and maintenance.
- Consider landscaping and viewscape on the Capitol Campus and the level of involvement of the executive and legislative branch, and how changes and projects relate back to the Master Plan.
- Consider the cultural and historical significance of the Capital Campus and preservation of these assets for future generations.
- Consider budget and funding and the respective roles of Enterprise Services, CCDAC, SCC, OFM, the Governor's Office and the legislature.
- Draft revisions and updates to the RCW and WAC to implement the recommendations of the workgroup. These recommendations will be presented to the steering committee for approval and appropriate action.

Membership

Steering Committee

The State Capitol Committee, Legislative Designees, DES Deputy Director, OFM Capital Budget

Workgroup Membership

1. Governor's Office – Skyler Hoss
2. Secretary of State's Office Representative – Sherry Nelson, Assistant Secretary of State
3. Natural Resources Representative – Katy Taylor
4. Lieutenant Governor's Office Representative - Kristina Brown, Executive Director
5. House Representative - TBD
6. Senate Representative - TBD
7. OFM Representative - TBD
8. Department of Archeological and Historical Preservation Representative - TBD
9. Assistant Attorney General – Dave Merchant
10. CCDAC Member (Private sector member?) - TBD
11. Enterprise Services Representative – Ann Larson
12. Enterprise Services Representative – Bill Frare, FPS Assistant Director,
13. Committee Facilitator, TBD

Project Manager – Bill Frare, FPS Assistant Director, Enterprise Services

Roles

Steering Committee

The Workgroup will make presentations to the Steering Committee at regular SCC meetings, and/or at other times as directed by the Steering Committee. The Steering Committee will provide oversight and feedback during the development of the recommendations. At the completion of the Project the Steering committee will consider the recommendations and if acceptable, will vote to support the recommended changes to statute.

Workgroup Members

- Actively participate in meetings through attendance, discussion, and review of documents, and presentations.
- Support open discussion and debate, and encourage fellow members to voice their insights.
- Understand and represent the interest of stakeholders.
- Check that decisions and recommendations are aligned with the best interest of the state policies.
- Actively participate in the decision-making process and support the decisions made by the workgroup.
- Complete assignments and homework to be prepared for the meeting.
- Provide input for meeting agendas.

Project Manager and Committee Facilitator

Jointly Responsible to:

- Create the agenda for each meeting.
- Ensure that agendas and supporting materials are delivered to members in advance of meetings.
- Facilitate the Workgroup meetings.
- Document the decisions and recommendations made and distribute after each meeting.

Decision Making

The Workgroup members will make decisions in-person, based on the “fist to five” model. If all members vote a three or above, decisions are approved immediately. If a member votes below a three, they must explain what information or changes are needed in order for them to move to a vote of three or higher.

FIST	ONE	TWO	THREE	FOUR	FIVE
I am not okay with this decision	I have questions about this decision	I need to think about this decision	I can live with this decision	This is a fine decision	I completely support this decision

In instances where consensus cannot be met, the Executive Sponsor will make the final decision on behalf of the committee.

Workgroup Member Signatures

The signatures below indicate all listed parties agree to move forward as outlined in the charter.

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DROP, COVER, AND HOLD ON!

Federal, state, and local emergency management experts and other official preparedness organizations all agree that "Drop, Cover, and Hold On" is the appropriate action to reduce injury and death during earthquakes (learn why [here](#)). The ShakeOut is our opportunity to practice how to protect ourselves during earthquakes. This page explains what to do-- and what not to do.

PROTECT YOURSELF. SPREAD THE WORD.

Your past experience in earthquakes may give you a false sense of safety; you didn't do anything, or you ran outside, yet you survived with no injuries. Or perhaps you got under your desk and others thought you overreacted. However, you likely have never experienced the kind of strong earthquake shaking that is possible in much larger earthquakes: sudden and intense back and forth motions of several feet per second will cause the floor or the ground to jerk sideways out from under you, and every unsecured object around you could topple, fall, or become airborne, potentially causing serious injury. This is why you must learn to immediately protect yourself after the first jolt... don't wait to see if the earthquake shaking will be strong!

In MOST situations, you will reduce your chance of injury if you:



DROP where you are, onto your hands and knees. This position protects you from being knocked down and also allows you to stay low and crawl to shelter if nearby.



COVER your head and neck with one arm and hand

- If a sturdy table or desk is nearby, crawl underneath it for shelter
- If no shelter is nearby, crawl next to an interior wall (away from windows)
- Stay on your knees; bend over to protect vital organs



HOLD ON until shaking stops

- Under shelter: hold on to it with one hand; be ready to move with your shelter if it shifts
- No shelter: hold on to your head and neck with both arms and hands.

Why Drop, Cover, and Hold On? Our [special report](#) explains why official rescue teams, emergency preparedness experts, and others recommend "Drop, Cover, and Hold On" as the best way, in most situations, to protect yourself during earthquake shaking.

Wherever you are, protect yourself! It is important to think about what you will do to protect yourself wherever you are. What if you are driving, in a theater, in bed, at the beach, etc.? [Step 5](#) of the [Seven Steps to Earthquake Safety](#) describes what to do in various situations, no matter where you are when you feel earthquake shaking.

Persons with Disabilities: See EarthquakeCountry.org/disability for recommendations for people who use wheelchairs, walkers, or are unable to drop to the ground and get up again without assistance.

The main point is to not try to move but to **immediately** protect yourself as best as possible where you are. Earthquakes occur without any warning and may be so violent that you cannot run or crawl; you therefore will most likely be knocked to the ground where you happen to be. You will never know if the initial jolt will turn out to be start of the big one. You should Drop, Cover, and Hold On immediately!

In addition, studies of injuries and deaths caused by earthquakes in the U.S. over the last several decades



[Earthquake Safety Video Series: Simple videos demonstrating what to do to](#)

RESOURCES

Recommended Earthquake Safety Actions (including situations when you cannot get beneath a table) ([PDF](#) | [RTF](#))

Earthquake Preparedness Guide for People with Disabilities and Other Access or Functional Needs (8 pages) ([PDF](#) | [RTF](#))

Key Earthquake Safety Tips for People with Disabilities and Other Access or Functional Needs (2 pages) ([PDF](#) | [RTF](#))



indicate that you are much more likely to be injured by falling or flying objects (TVs, lamps, glass, bookcases, etc.) than to die in a collapsed building. *Drop, Cover, and Hold On* offers the best overall level of protection in most situations.

As with anything, practice makes perfect. To be ready to protect yourself immediately when the ground begins to shake, practice Drop, Cover, and Hold On as children do in school at least once each year.

What NOT to do:

DO NOT get in a doorway! An early earthquake photo is a collapsed adobe home with the door frame as the only standing part. From this came our belief that a doorway is the safest place to be during an earthquake. In modern houses and buildings, doorways are no safer, and they do not protect you from flying or falling objects. Get under a table instead!

DO NOT run outside! Trying to run in an earthquake is dangerous, as the ground is moving and you can easily fall or be injured by debris or glass. Running outside is especially dangerous, as glass, bricks, or other building components may be falling. You are much safer to stay inside and get under a table.

DO NOT believe the so-called "triangle of life"! In recent years, an e-mail has circulated which has recommends potentially life threatening actions , and the source has been discredited by leading experts. [Read our special report](#) to learn more.

Over 710,000 participants registered

2 days 20 hours 44 minutes until the 2020 Washington ShakeOut



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State Capitol Committee

October 15, 2020

4- Insurance Commissioner Office Building- Predesign

Purpose:	Informational
Sponsor(s):	Bill Frare, DES FPS Assistant Director Majid Jamali, Project Manager
Department(s):	Department of Enterprise Services
Contact:	360-407-8239; bill.frare@des.wa.gov
Presenters:	Majid Jamali, Project Manager Bill Frare, DES FPS Assistant Director

Description:

The 2020 Supplemental Capital Budget (Section 1028 of ESSB 6248.SL) includes funding for a predesign for an Insurance Commissioner (OIC) and Department of Children, Youth and Families (DCYF) which generally requires consideration of the following:

- Programmatic space requirements for OIC and DCYF including the current space usage by facility and proposed space use for a new facility.
- Parking impacts of new office space construction.
- A high-performance, net-zero building having an EUI of 35 (or less).
- Use of cross-laminated timber products.

Following opportunity sites were considered for this predesign:

- Site 1 (General Administration Building),
- Site 6B (Visitor Center),
- Site 12 (Pro Arts Building).

The predesign identifies Site 1 (GA) as preferred site due to size of the new building, and generally includes the following:

- Demolition of the GA building;
- Space need of 209,000 SF;
- Heavy timber structure frame, CLT floors with Concrete shear wall;
- Building with two wings connected by central core and courtyard between two wings:
 - 4 stories south wing and 6 stories north wing;
- High-performance Building Envelope;
- EUI of 18;
- Facility security level III standards (FSL III);
- Meet LEED Silver standards; and
- Recommends General Contractor/Construction Manager (GC/CM) as the preferred project procurement and delivery method.

A parking study was performed to identify parking impacts, and identifies an additional 612-714 parking stalls would be required to meet the new building parking demands. This study evaluates several potential sites for additional parking, and recommends a new parking structure on Development Opportunity Site 12 (Pro Arts) for further study and consideration.

The Predesign (final draft) was submitted to OFM and Legislative Fiscal Committee at the end of August to meet the requirement of capital budget provision (as agreed-to and extended by OFM and Legislative Fiscal Committee).

Previous SCC/CCDAC Actions/Recommendations:

Enterprise Services provided an informational project briefing to CCDAC on November 7, 2019. No action was taken by CCDAC at the meeting.

Enterprise Services provided an informational project briefing to SCC on December 12, 2019. No action was taken by SCC at the meeting.

Enterprise Services presented the final predesign to CCDAC on September 17, 2020, and CCDAC recommended approval by the State Capitol Committee of the preferred development option, and related findings and recommendations, as outlined in the predesign study for Insurance Commissioner Office Building, as prepared by Mithun dated September 1, 2020.

Next Steps:

- Enterprise Services will return to SCC to address any comments or concerns offered by SCC at today's meeting, and seek decisional action at the next-regularly scheduled SCC meeting.
- Upon approval of the predesign, DES will begin the procurement of the design team and GC/CM, if project funding becomes available.
- Enterprise Services will provide project updates and seek input from CCDAC and SCC during design, if funded.

Requested Action:

This is an informational item. No action by SCC is necessary at this meeting.

List of Attachments:

Attachment 4A: Section 1028 of 2020 Supplemental Capital Budget (ESSB 6248.SL)
Attachment 4B: Insurance Commissioner Office Building- Predesign Presentation.

Excerpt from 2020 Supplemental Capital Budget (ESSB 6248.SL)

Page 53 of ESSB 6248.SL

32 **Sec. 1028.** 2019 c 413 s 1092 (uncodified) is amended to read as
33 follows:

34 **FOR THE DEPARTMENT OF ENTERPRISE SERVICES**

35 Insurance Commissioner Office Building Predesign (92000029)

36 The appropriation in this section is subject to the following
37 conditions and limitations: The appropriation in this section is

Page 54 of ESSB 6248.SL

1 provided solely for a predesign study to determine space needs and
2 cost estimates to construct a building on the capitol campus to house
3 the office of the insurance commissioner and the department of
4 children, youth, and families.

5 (1) In determining the program space required, the predesign must
6 consider:

7 (a) The necessary program space required to support the office of
8 the insurance commissioner and the department of children, youth, and
9 families, to include detail on current space usage in Thurston county
10 by facility compared to proposed space usage; and

11 (b) Parking impacts of new office space construction.

12 (2) The study must consider, at a minimum:

13 (a) The potential to fund design and construction of the building
14 from sources other than state general obligation bonds;

15 (b) The financial cost analysis of current facility leases
16 compared to the cost of a financial contract for the new building, to
17 include operating budget cost impacts by fund source by fiscal year;
18 and

19 (c) The following opportunity sites for the building, detailed in
20 the 2017 state capitol development site study:

21 (i) Site 1, the general administration building;

22 (ii) Site 12, the professional arts building; and

23 (iii) (~~Site 7, the old IBM building; and~~

24 ~~(iv)~~)) Site 6B, the visitor center;

- 25 (3) The building must be a:
- 26 (a) High performance building and meet net-zero-ready standards,
- 27 with an energy use intensity of no greater than thirty-five;
- 28 (b) Building construction that must be procured using a
- 29 performance-based method such as design-build and must include an
- 30 energy performance guarantee comparing actual performance data with
- 31 the energy design target; and
- 32 (c) Design that includes cross-laminated timber products.
- 33 (4) The predesign study must result in:
- 34 (a) A preliminary report being submitted to the fiscal committees
- 35 of the legislature by February 28, 2020; and
- 36 (b) A final report being submitted to the fiscal committees of
- 37 the legislature by June 30, 2020.
- 38 Appropriation:
- 39 Insurance Commissioners Regulatory Account–State. . . . \$300,000

Page 55 of ESSB 6248.SL

1	Prior Biennia (Expenditures).	\$0
2	Future Biennia (Projected Costs).	\$0
3	TOTAL.	\$300,000

Office of the Insurance Commissioner & Department of Children, Youth & Families



OIC DCYF PREDESIGN / STATE CAPITOL COMMITTEE / OCTOBER 15, 2020



AGENDA

- Project Summary
- Program
- Alternative Sites Analysis
- Preferred Alternative

Project Summary—

PROVISIONS OF THE STATE CAPITAL BUDGET

The goals for this predesign are defined by the provisions of

[SHB 1102, Sec. 1092, 2019 c 413, and amended by ESSB 6248 Sec. 1028.](#)

- *determine[s] space needs and cost estimates to construct a building on the capitol campus, to house the office of the Insurance Commissioner and the Department of Children, Youth, and Families.*
- *The following opportunity sites for the building, detailed in the 2017 state capitol development site study: Site 1, the General Administration Building; Site 12, the Professional Arts Building; Site 6B, the Visitor Center.*

In determining the program space required, the predesign must consider:

- *(a) The necessary program space required to support the office of the insurance commissioner, and Department of Children Youth and Families, to include detail on current space usage in Thurston county by facility compared to proposed space usage.*
- *(b) Parking impacts of new office space construction.*

NEEDS ASSESSMENT

FUNCTIONAL NEEDS

- Existing facilities limit OIC and DCYF's ability to achieve their mission and goals.
- Operations are divided amongst 8 offices buildings.
- Negative impact on efficiency, teamwork and ability to serve the public.

TECHNICAL NEEDS

- Deteriorated, vacant General Administration Building costs \$315,000/year to maintain.
- City of Olympia has determined that the GA Building is unfit for occupancy.

PROPOSED SOLUTION

PROGRAM

- Consolidate offices in a new 209,000 gross square foot facility on Opportunity Site 1.
- Increase space use efficiency by 63%.

BUDGET & FINANCING

- \$251 million project budget includes \$75.2 million for off-site parking facility.
- COP funding, 30-year payback.

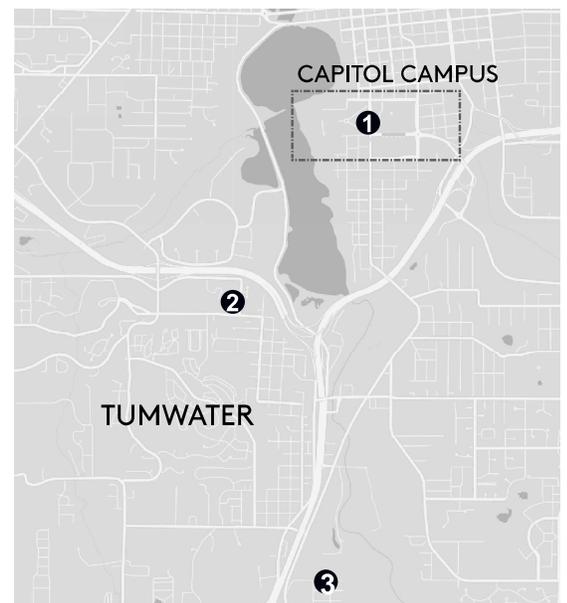
STATE POLICY GOALS

- Create a showcase for the state's commitment to the mass timber industry.
- Net-zero ready building approximately 2X energy efficient as typical office building
- Support development of a campus-wide net-zero energy implementation strategy

Program—

EXISTING OIC OFFICES

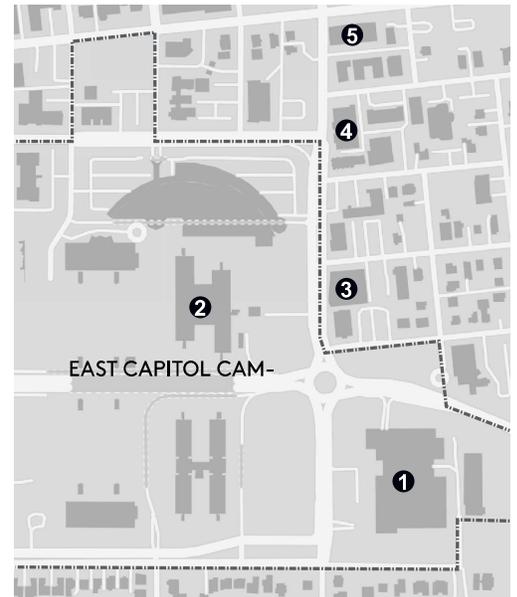
- 3 locations limit operational efficiency and communication between departments.
- Consolidation would reduce travel and lease costs
- Existing spaces will not accommodate predicted agency growth of 17% in the next 10 years.
- Existing spaces do not align with OFM's 2017 Workplace Strategies and Space Use Guidelines or 2016 Executive Order 16-07.
- A new building would enhance staff retention, recruitment and well-being.



OIC OFFICE LOCATIONS

EXISTING DCYF OFFICES

- 5 office locations limit operational efficiency and communication between departments.
- One location would consolidate all headquarter administrative functions.
- Existing spaces will not accommodate the predicted agency growth.
- Existing spaces do not in alignment with 2017 Workplace Strategies and Space Use Guidelines or 2016 Executive Order 16-07.
- A new building would enhance staff retention, recruitment and well-being.



DCYF OFFICE LOCATIONS

FUNCTIONAL PROGRAM

- New building is 50,000 NSF smaller than existing space, accommodates 179 FTES growth.
- 30% reduction in space use achieved through program consolidation, layout efficiency, and increased teleworking.
- Shared use includes conference rooms, training spaces, lounges, lobbies, outdoor spaces, restrooms, mechanical rooms.

EXISTING SPACE USE

AGENCY	STAFF	AREA	DENSITY
OIC	235	60,500 GSF	258 FTE/GSF
DCYF	715	190,000 GSF	265 FTE/GSF
Total	950	250,500 GSF	264 FTE/GSF

PROPOSED SPACE USE

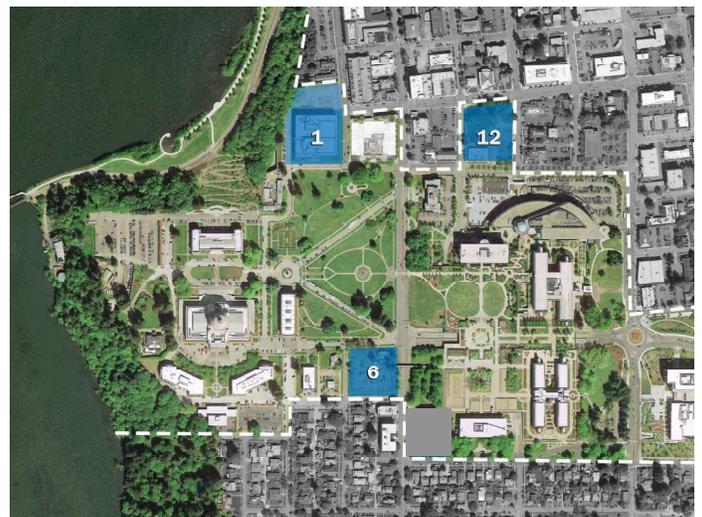
OIC + DCYF	1,125	209,000 GSF	185 FTE/GSF
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Alternative Sites Analysis—

BUILDING SITE ANALYSIS

- The State Capital Budget designated Opportunity Sites 1, 6 and 12 for evaluation.
- The building program is 209,000 GSF.
- Opportunity Site 1 is the only site with adequate capacity for the program.

SITE	CAPACITY
Opportunity Site 1	274,750 GSF
Opportunity Site 6	132,500 GSF
Opportunity Site 12	148,000 GSF



PARKING SITE ANALYSIS

- 87 parking stalls accommodated on the GA site
- Initial traffic analysis indicates need for an additional 612-740 stalls, assumes 20% of workforce telecommuting
- 6 sites were evaluated for capacity to accommodate the additional parking.
- ProArts site (D) selected for purposes of establishing a project budget.



Preferred Alternative—

CAMPUS PLAN

- South side creates formal edge to the Great Lawn, aligns with Helen Sommers Building.
- North entrance faces downtown Olympia.

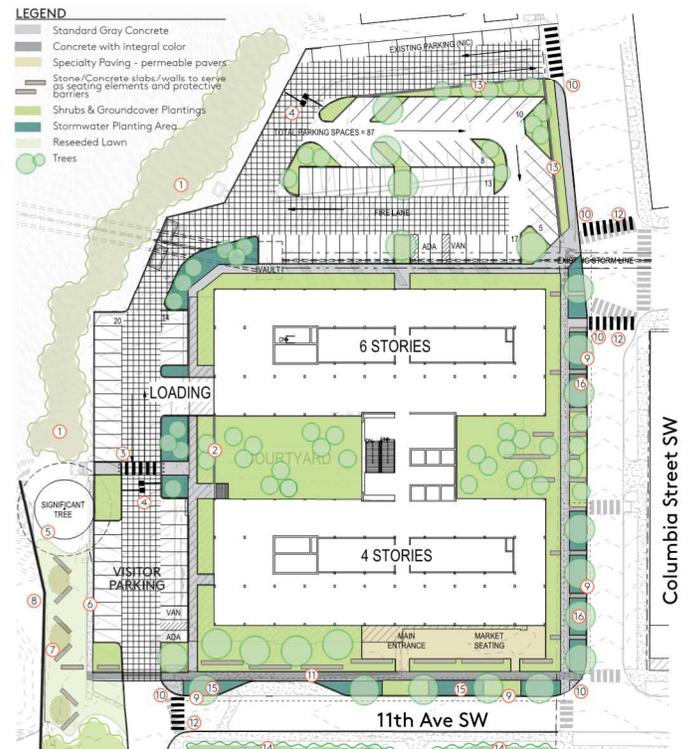


OIC DCYF PREDESIGN / STATE CAPITOL COMMITTEE / OCTOBER 15, 2020

Washington State Department of Enterprise Services **MITHÜN**

SITE PLAN

- Located on footprint of existing GA Building
- Maintains setbacks from adjacent hillside and existing underground utilities.
- Maximizes on-site parking.
- Courtyard provides daylight access, outdoor views, supports building's passive cooling system.

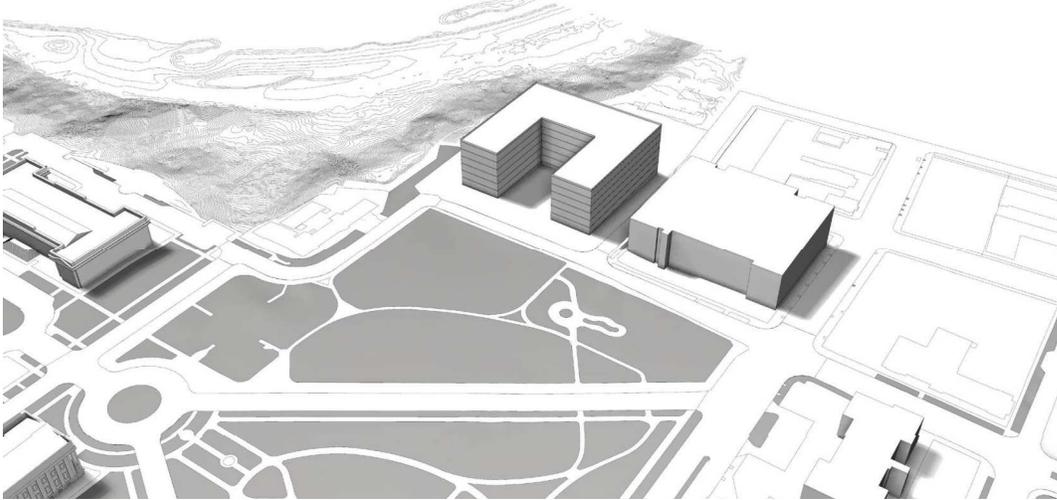


OIC DCYF PREDESIGN / STATE CAPITOL COMMITTEE / OCTOBER 15, 2020

Washington State Department of Enterprise Services **MITHÜN**

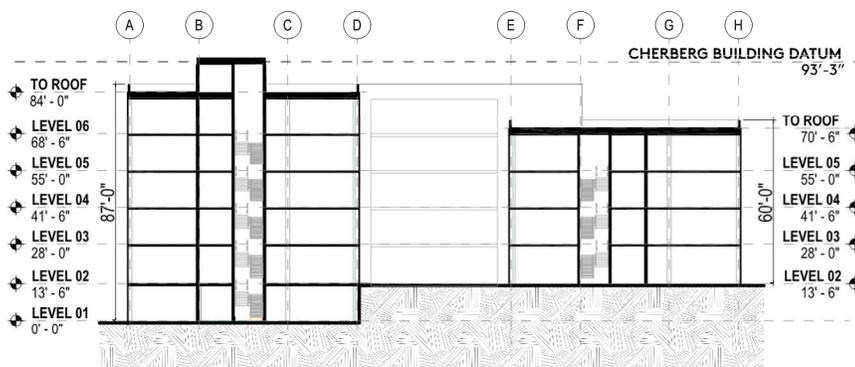
BUILDING HEIGHT

- 2017 State Capitol Development Study identified a 274,750 GSF, seven-story building as maximum development capacity of Opportunity Site 1.
- Findings were adopted by SCC.



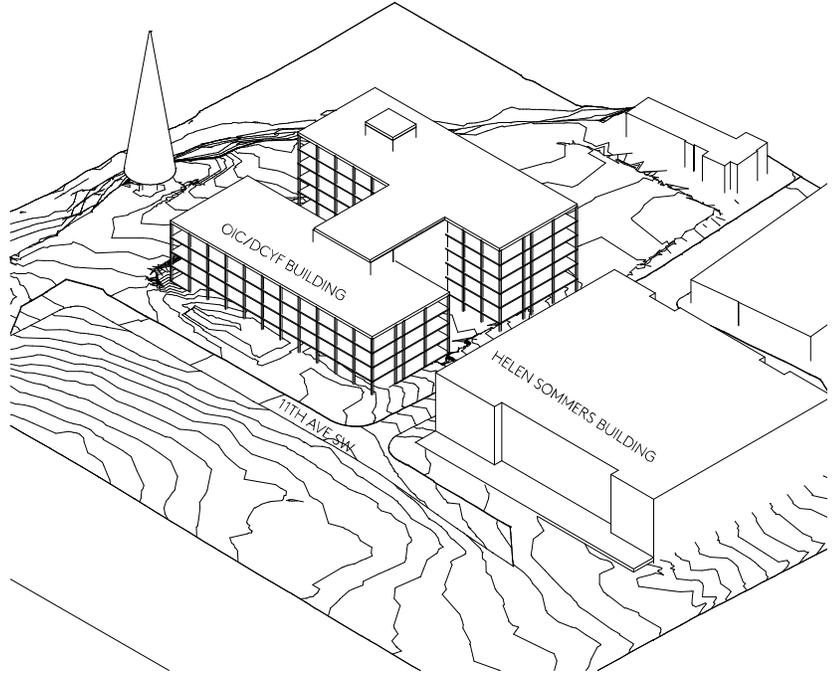
BUILDING HEIGHT

- 2006 State Capitol Master Plan indicates the height of any new building is limited by the cornice lines of the O'Brien and Cherberg Buildings.
- 4-story massing of south wing aligns with cornice line of Helen Sommers.
- 6-story massing of north wing relates to downtown Olympia.
- Average building height is approximately 70 feet.



MASSING

- Office wings oriented to maximize solar access for maximizing daylighting and rooftop photovoltaic array, minimize heat gain.
- Central circulation and utility core connects the wings.



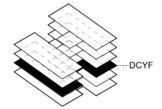
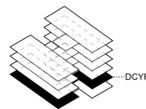
TYPICAL FLOOR PLANS



ENTRY LEVEL



TYPICAL LEVEL

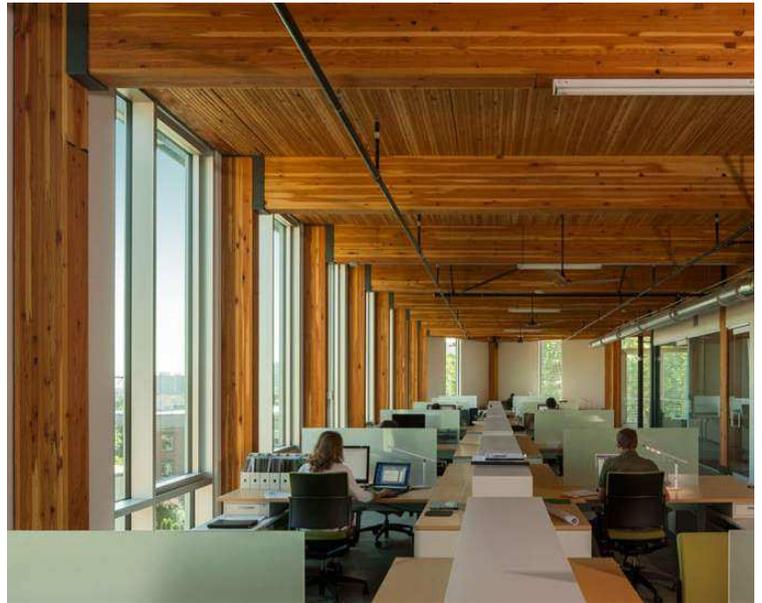


- WORKSTATIONS
- OFFICE STD
- OFFICE LRG
- CONF STAND
- CONF LARGE
- HUDDLE
- PHONE
- PRINTING
- STORAGE
- LOCKERS
- BREAKRM

- WORKSTATIONS
- OFFICE STD
- OFFICE LRG
- CONF STAND
- CONF LARGE
- HUDDLE
- PHONE
- PRINTING
- STORAGE
- LOCKERS
- BREAKRM

NET-ZERO READY, EUI <35, CLT

- High-performance exterior envelope, mechanical and electrical systems provide for a net-zero ready facility with an EUI of 18.
- Cost-effective mass timber structure will showcase Washington State's emerging CLT industry on the state capitol campus.



Bullitt Center/Seattle - Miller Hull Partnership, architects

PARKING

- Project budget includes \$75.2 million for a 6-level garage with 719-780 spaces on the ProArts site.



Questions and Answers—

— Contact Majid Jamali: majid.jamali@des.wa.gov

State Capitol Committee

October 15, 2020

5- Legislative Campus Modernization- Predesign

Purpose: **Informational**

Sponsor(s): Bill Frare, DES FPS Assistant Director,
Kevin Dragon, PPD Program Manager, and
Majid Jamali, Project Manager

Department(s): Department of Enterprise Services
Contact: 360-407-8239, kevin.dragon@des.wa.gov

Presenters: Majid Jamali, Project Manager
Bill Frare, DES FPS Assistant Director
Mithun

Description:

The 2020 Supplemental Capital Budget (ESSB 6248, Section 1027) amended the 2018 Supplemental Capital Budget (ESSB 6095 Section 1035). As part of this legislation, the “Newhouse Building Replacement” project was retitled to “Legislative Campus Modernization”, and requires the predesign to consider:

- Replacement of Newhouse Building on Development Opportunity Site 6
- Programmatic space requirements for Senate offices and support functions
- Building façade similar to American Neoclassical architectural style

- Replacement or renovation of Pritchard Building
- Programmatic space requirements for House of Representatives offices and support functions
- Renovation of third and fourth floor of O’Brien Building.

- Consider additional floor to the Newhouse Building
- Consider additional space and renovations to the Pritchard Building
- Space need for Legislative support agencies
- Detail on temporary facility
- A high-performance, net-zero building having an EUI of 35 (or less)
- No negative parking impacts
- Performance based construction method
- Preferred sequence of construction as Newhouse Building, Pritchard Building, and then, O’Brien Building 3rd and 4th floor renovations.
- Analysis of single contract vs multiple projects

In order to strictly meet requirements of the capital budget provision, the predesign will include potential development scenarios to meet the needs of Senate, House of representatives and Legislative support agencies.

To date, the following has been accomplished:

- Mithun continued work on alternatives as outlined in proviso
- Programming meetings has been held and are still underway
- Geotechnical, Topographic site survey and Phase 1 environmental site assessment has been done
- Meetings have been held with City of Olympia for development requirements.

Previous SCC/CCDAC Actions/Recommendations:

Enterprise Services provided an informational briefing on the *Newhouse Predesign- Phase 1, Problem Statement & Alternatives Analysis* to CCDAC on November 8, 2018. No action was taken by CCDAC at the meeting.

Enterprise Services provided an informational briefing on the *Newhouse Predesign- Phase 1, Problem Statement & Alternatives Analysis* to SCC on January 8, 2019. No action was taken by SCC at the meeting.

Enterprise Services provided an informational status updates regarding the Legislative Campus Modernization (formerly “Newhouse Predesign”) project at regularly-scheduled CCDAC and SCC meetings held in 2019 and 2020 as part of “Capital Budget Updates” agenda item.

Enterprise Services presented a project-status update to CCDAC on September 17, 2020. No action was taken by CCDAC at the meeting.

Next Steps:

- Continue discussions on site and building programming to identify the preferred development alternative(s) for Newhouse Building Replacement, Pritchard Building Renovation and the renovation for the 3rd and 4th floors of the O’Brien Building.
- Enterprise will return to CCDAC to review the final predesign study, and seek recommendation relative to a decisional action by SCC at the next-regularly scheduled CCDAC meeting.
- Enterprise Services will return to SCC to address any comments or concerns offered by SCC at today’s meeting, and seek decisional action at the next-regularly scheduled SCC meeting.

Requested Action:

This is an informational item. No action by SCC is necessary at this meeting.

List of Attachments:

Attachment 5A: Legislative Campus Modernization- Predesign Presentation.

Legislative Campus Modernization— Predesign Study



LEGISLATIVE CAMPUS MODERNIZATION PREDESIGN / STATE CAPITOL COMMITTEE / OCTOBER 15, 2020

Washington State Department of
Enterprise Services
MITHUN

AGENDA

- Provisions of the State Capital Budget
- Problem Statement
- Alternatives Analysis
- Preferred Alternative

Provisions of the State Capitol Budget—

ESSB 6248, SECTION 1027

NEWHOUSE BUILDING REPLACEMENT

- Program space to support Senate offices and support functions.
- Member offices similar size to the John A. Cherberg building.
- Consider an additional (third) floor.

PRITCHARD BUILDING RENOVATION OR REPLACEMENT

- Program space to support House of Representative offices and support functions.
- Space for legislative support agencies.
- Additional spaces as required.

O'BRIEN BUILDING RENOVATION

- Renovate the third and fourth floors of the John L. O'Brien building.

OTHER

- Maintain or increase parking capacity on campus.
- Net-zero ready energy standards, EUI <35.
- Provide temporary office space.

Problem Statement—

PROGRAM

	Program		Net SF
HOUSE OF REPRESENTATIVES			28,745
Pritchard Renovation or Replacement			
	House Office & Conference	14,610	
	House Shared Spaces	1,400	
	House Public Spaces (Hearing Room, Caucus, Security)	2,940	
O'Brien Remodel		9,795	
SENATE OFFICES			25,345
Newhouse Replacement			
	Senate Space	13,685	
	Caucus Space	7,070	
	Shared Space	4,590	
LEGISLATIVE AGENCIES			23,148
	Code Reviser	8,630	
	Leg Tech (LSC)	6,595	
	LSS Photo & Video	900	
	LSS in Admin	1,588	
	Production and Design	5,435	
OTHER			4,635
	Page School (Shared Senate & House)	1,660	
	Public Space (Cafeteria & Kitchen)	2,830	
	Third House Message Center	145	
PRESS			
	Relocate to Legislative Building	NIC	
TOTAL			81,873

EXISTING FACILITIES CONDITIONS

NEWHOUSE BUILDING

- Structural systems do not meet code.
- Inadequate masonry anchorage is a safety hazard at exits.
- Building envelope leaks, life safety issue for electrical wiring and devices.
- Domestic water piping is corroded, leaks and provides poor water quality.
- Fire alarm system is inadequate and constitutes a life safety hazard.
- Cost to maintain and operate are disproportionately high compared to level of use.

PRITCHARD BUILDING

- Structural systems do not meet code.
- Life safety issues due to adjacent steep slope, bad soils, inadequate lateral system.
- Potential for building to be significantly damaged or collapse in a seismic event.
- Building is 63% vacant.
- Bookstacks not occupied due to 7'-6" floor-to-ceiling height, single exit stair, no windows.

Alternatives Analysis—

EXISTING SITE PLAN

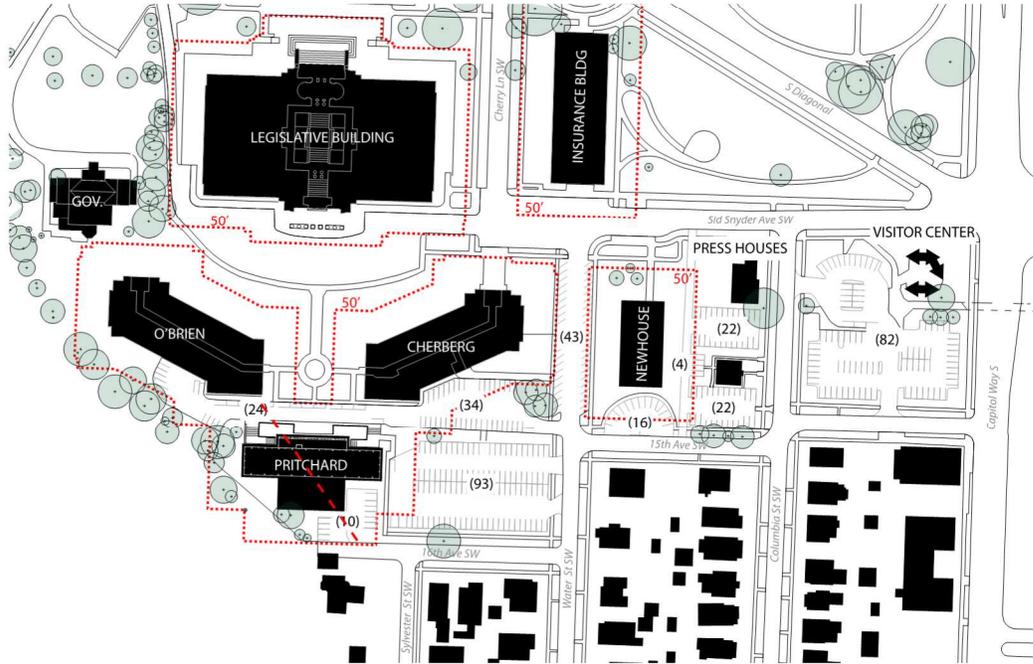
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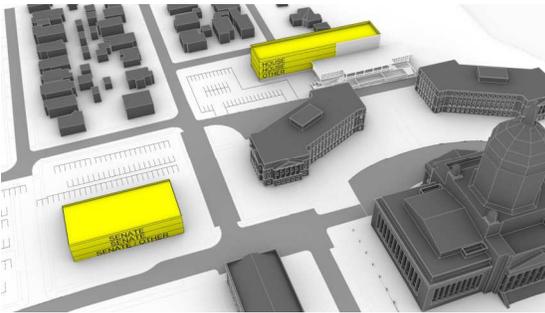
PARKING STALL COUNT (IN PROXIMITY TO PROJECT)

Visitor Center Lot	82
Press House Lots	48
Newhouse Circle	16
Water St SW	43
South of Cherberg	34
South of O'Brien	24
Pritchard Lot	93
South of Pritchard	10
Total	350

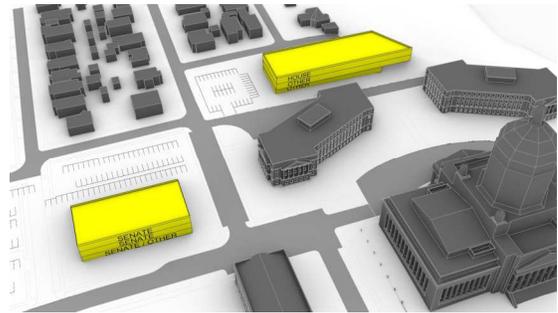
Note: not all of these parking stalls will be affected by the development of this project. All stalls noted here are for reference only.



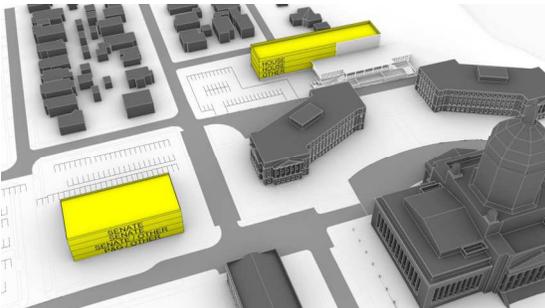
ALTERNATIVES ANALYSIS



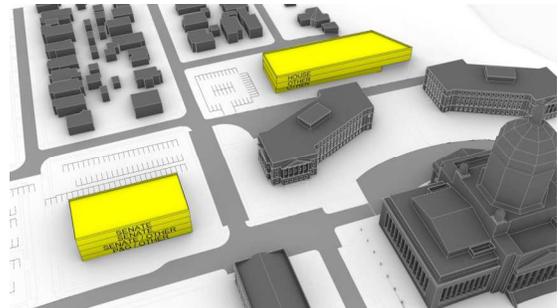
OPTION A.1



OPTION B.1

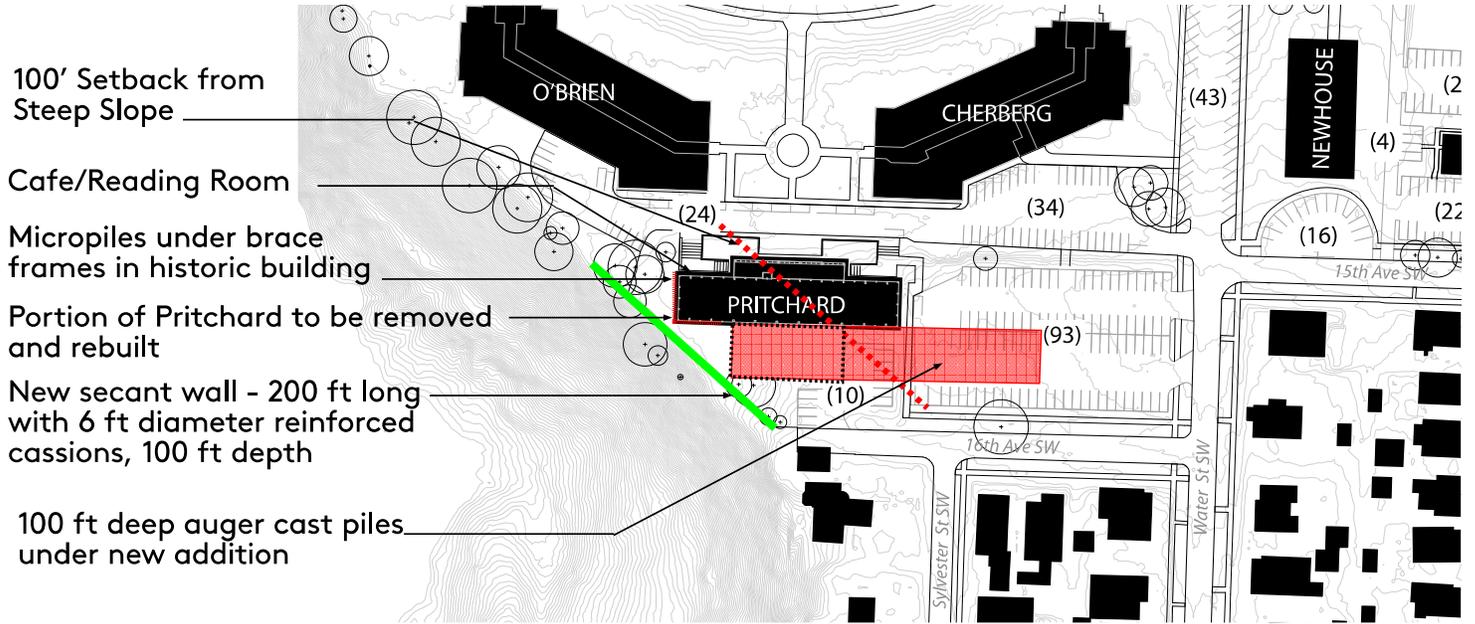


OPTION A.2



OPTION B.2

GEOTECHNICAL REQUIREMENTS TO RENOVATE AND EXPAND PRITCHARD



Preferred Alternative—

PROPOSED SITE PLAN

PARKING STALL COUNT (PHASE 1 DEVELOPMENT AREA)

existing to be demolished

Visitor Center Lot	[82]
Newhouse Circle	[16]
Press Houses	[48]
Water Street	[11]
Pritchard Lot	[93]
Behind Cherberg	[3]
Subtotal	[253]

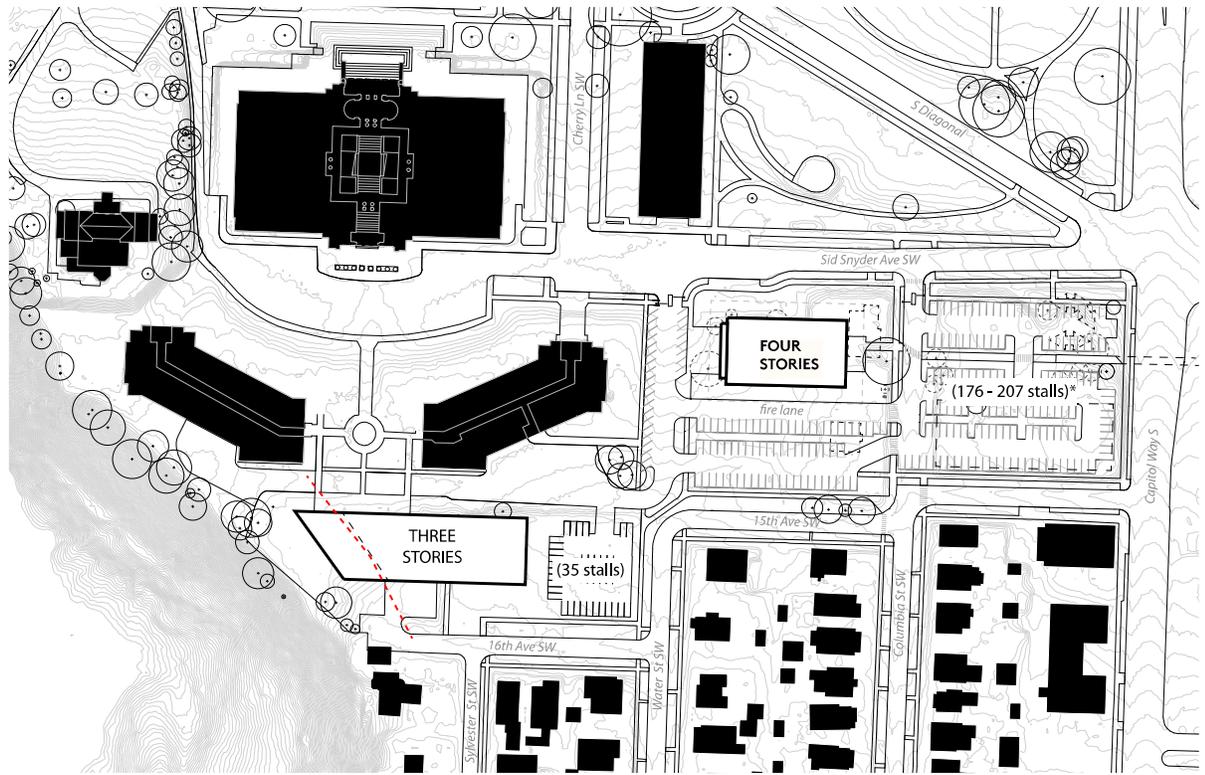
new stalls added

Visitor CenteBlock*	176 - 207
Pritchard Lot	30
Subtotal	206 - 237

Total shortfall [16 - 47]

*Parking stall range depends on the preservation of significant trees or not.

Approx. 60 additional stalls could be accommodated on the south side of the visitor center lot with the construction of a one story parking deck.



SITE PLAN SUMMARY

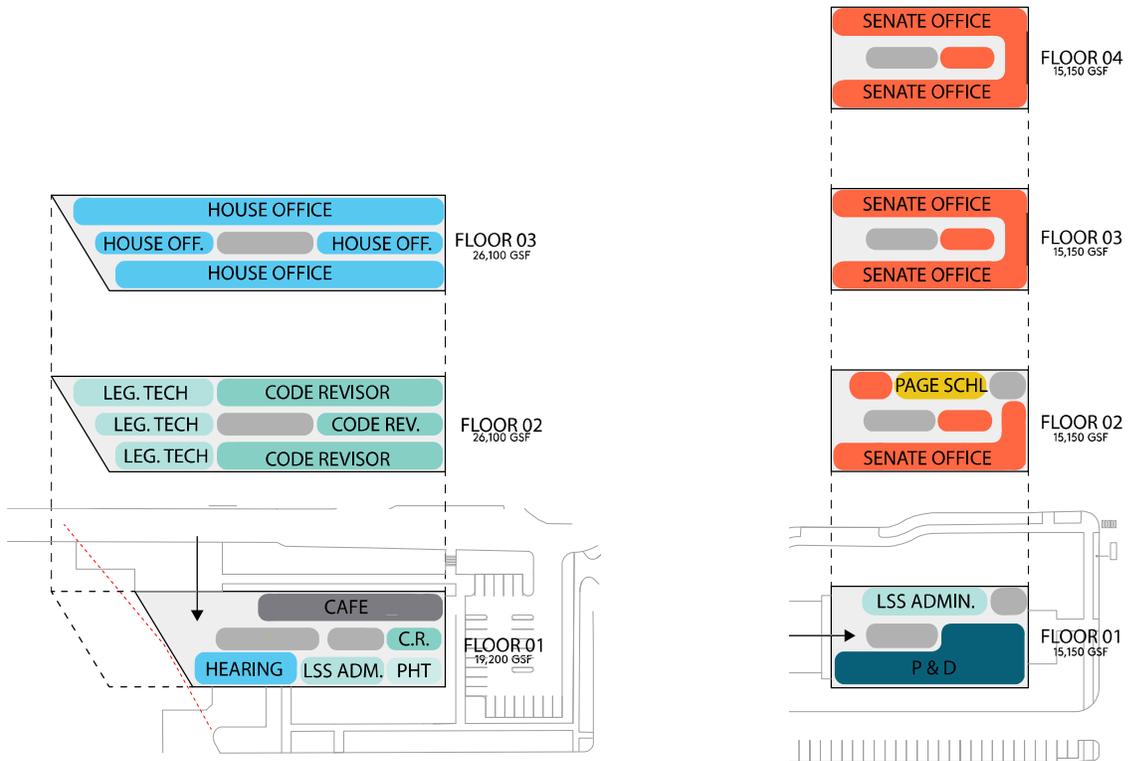
CIRCULATION

- Vacate Columbia Street SW (15th Ave SW and Sid Snyder Ave SW) to maximize parking capacity.
- Provide street diverter at Water Street SW and 15th Ave SW to reduce traffic in neighborhood.
- Evaluate city request for roundabout at Sid Snyder Ave SW and Capitol Way S.

OTHER

- Provide landscape buffer to residential neighborhood.
- Provide minimum building setbacks (50' from public right of way, 20' from secured parking).

PLANNING DIAGRAMS

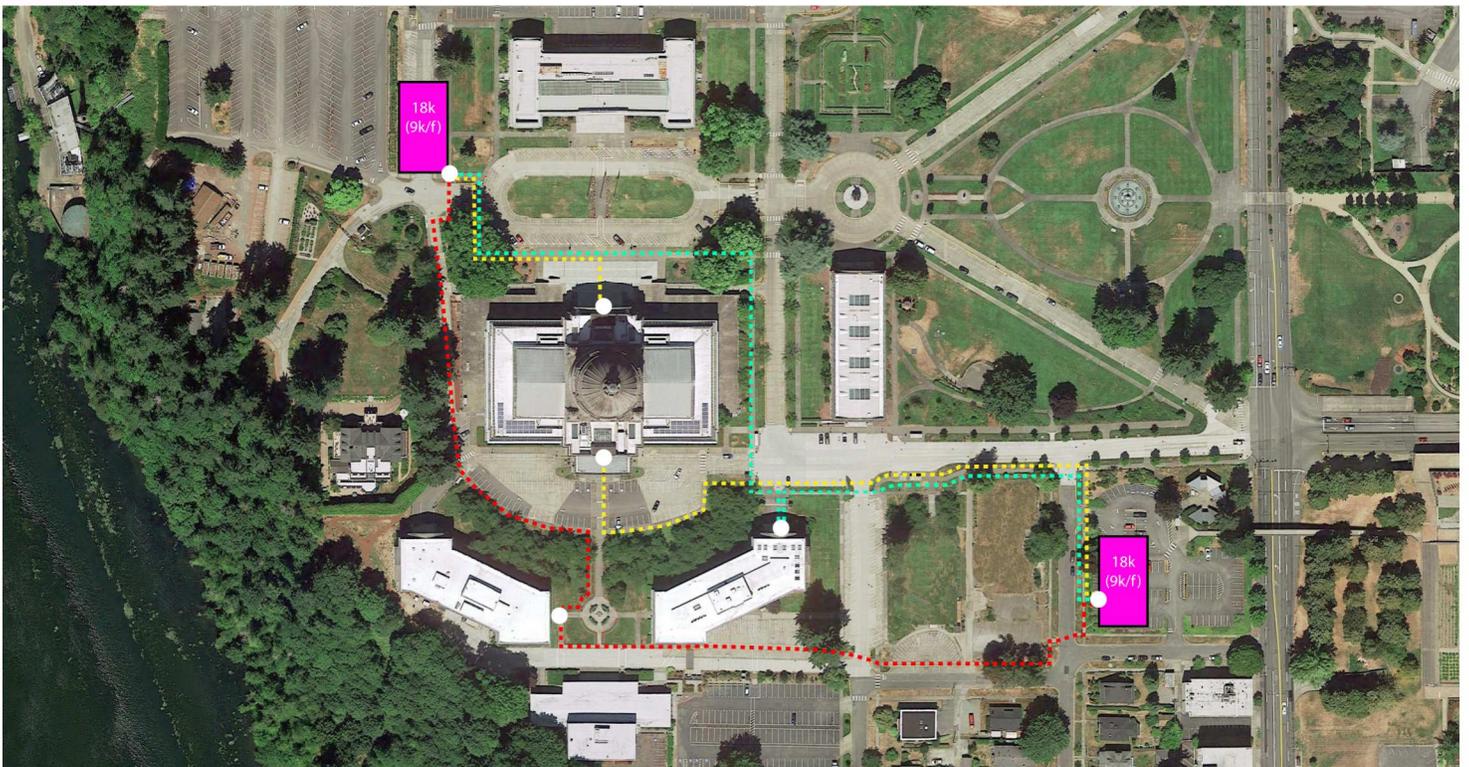


LEGISLATIVE CAMPUS MODERNIZATION PREDESIGN / STATE CAPITOL COMMITTEE / OCTOBER 15, 2020

Washington State Department of
Enterprise Services

MITHÜN

TEMPORARY FACILITIES PLANNING

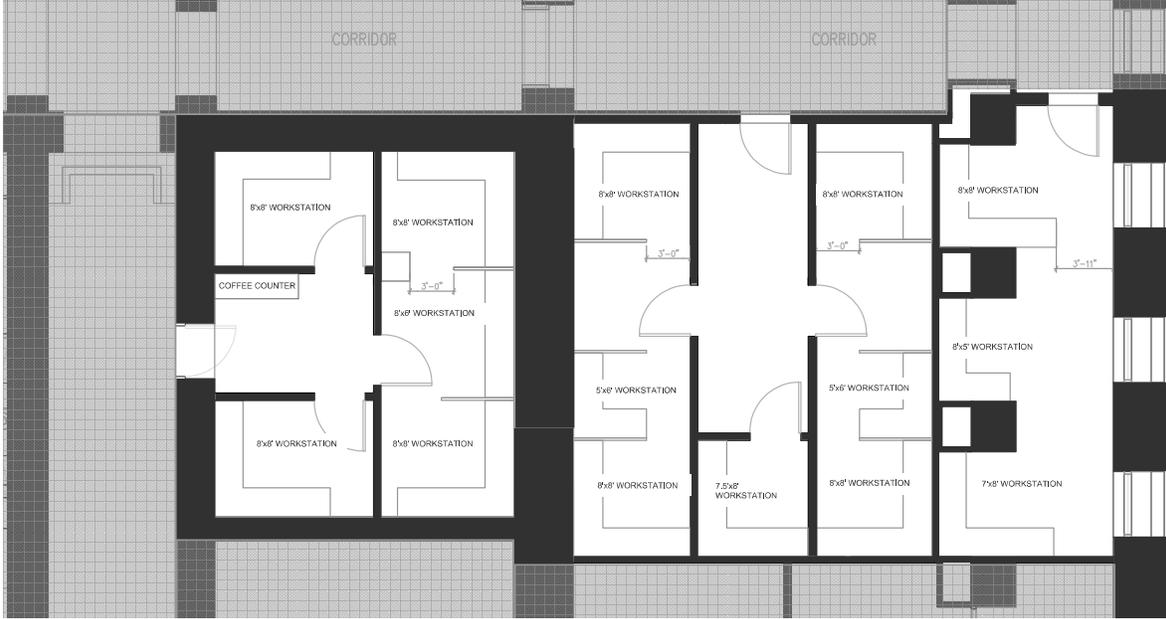


LEGISLATIVE CAMPUS MODERNIZATION PREDESIGN / STATE CAPITOL COMMITTEE / OCTOBER 15, 2020

Washington State Department of
Enterprise Services

MITHÜN

PRESS RELOCATION IN LEGISLATIVE BUILDING



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State Capitol Committee

October 15, 2020

6- Tumwater Modular Building Predesign

Purpose:	<u>Informational</u>
Sponsor(s):	Enterprise Services
Department(s):	Printing and Imaging and Central Mail Services
Contact:	Ted Yoder, DES Project Manager, ted.yoder@des.wa.gov
Presenters:	Ted Yoder, DES Project Manager MariJane Kirk, DES Assistant Director Business Resources Division Damien Bernard, DES Print and Mail Program Manager Rolluda Architects

Description:

The Department of Enterprise Services (DES) is facing limitations because the location of the two departments, Printing and Imaging and Consolidated Mail Services, are currently separated between two locations. Printing and Imaging is located in the Tumwater Modular Building while Consolidated Mail Services (CMS) is currently located in Commercial Building in Downtown Olympia. To improve work efficiency and cost-effectiveness, CMS and Printing and Imaging were evaluated for co-location at the existing Printing and Imaging building located at the Tumwater Modular Building, 7580 New Market Street Southwest, Tumwater, Washington

In early 2020, the consultant team and representatives from both Printing and Imaging and Consolidated Mail Services, with guidance from DES, began the predesign process. The group considered 5 distinct alternatives, along with numerous, related sub-alternatives. Advantages and disadvantages of each option were thoroughly studied in addition to the “take no action” option. The investigation identified underutilized spaces at the Tumwater Modular Building as well as shared office, conference and break areas. Space programming further identified the need for a secure, dedicated mail shipping and receiving area. The study group identified 2.1C as the preferred alternative that meets the space needs of both agencies and provides for greater security and workflow between the two programs.

Mechanically, the Building HVAC equipment is nearing the end of its serviceable life. Further the State is mandating; RCW 70.235.050, Executive Order 20-01, HB 1257 and RCW 19.27A.200; the cessation of fossil fuels and implementation of upgraded energy usage systems. In keeping with the State’s preferences:

- Existing HVAC systems to be demolished and replaced with entirely new HVAC equipment and distribution systems that meet the State’s preference to utilize heat pumps for heat and cooling.
- Additional energy savings will be accomplished through additional exterior wall insulation, replacement of exterior glazing systems and R-38 roof insulation during the roof replacement.

- The roof is also nearing the end of its serviceable life and will be replaced with a new single-ply membrane roof system along with upgraded insulation meeting current energy code requirements. Co-ordination with the installation of new roof-mounted HVAC units will minimize the likelihood of leaks and damage to the new roof.

Previous SCC/CCDAC Actions/Recommendations:

Enterprise Services presented the final predesign to CCDAC on September 17, 2020, and CCDAC recommended approval by SCC of the preferred development option, and related findings and recommendations, as outlined in the predesign for the Tumwater Modular Building Print & Mail Facility, as prepared by Rolluda Architects and dated 09/02/2020.

Next Steps:

- Enterprise Services will return to SCC to address any comments or concerns offered by SCC at today's meeting, and seek decisional action at the next-regularly scheduled SCC meeting.
- The predesign study will be submitted to the OFM for review and approval.
- Enterprise Services will provide project updates and seek input from CCDAC and SCC during design and construction phases, if funded and as appropriate.
- Following selection, DES will enter into negotiations with the most-qualified teams about the scope, schedule and budget.
- Overall construction is projected to be 15 months with an overall project completion date of June, 2023.

Requested Action:

This is an informational item. No action by SCC is necessary at this meeting.

List of Attachments:

Attachment 5A: Tumwater Modular Building Print & Mail Facility – Predesign

Tumwater Modular Building Print & Mail Facility



AGENDA

- Project Summary
- Needs Assessment
- Alternatives
- Preferred alternative



PROJECT SUMMARY

- The Consolidated Mail Services and Printing and Imaging programs interact on a daily basis.
- Consolidated Mail Services is located in a leased space in downtown Olympia.
- Printing and Imaging is located in the Modular Building in the New Market area in Tumwater.
- The predesign considered the programming space requirements for each of the programs as well as building functions that could be shared:
 - Office space and conference Rooms
 - Break Rooms
 - Server Room
 - Restrooms
 - Parking
 - Warehousing
- Greater security, operating efficiencies and cost-effectiveness may be achieved by collocating the programs into the Modular Building in Tumwater.



Modular Bldg Predesign/State Capitol Committee / October 15,2020



NEEDS ASSESSMENT

- Continuous operations of both programs need to be maintained during any construction or relocation.
- Security is a primary concern.
- Improving workflows and materials handling for and between both programs.
- Impact must be minimized to the Isabella Bush Building occupied by the Secretary of State Records Center, which is connected to the Modular Building.
- Additional space occupied by the Secretary of State within the Modular Building will be vacated once their new building is completed.
- Breakdown costs associated with Building Specific Capital Budget and Co-location specific Operating Budget requirements.

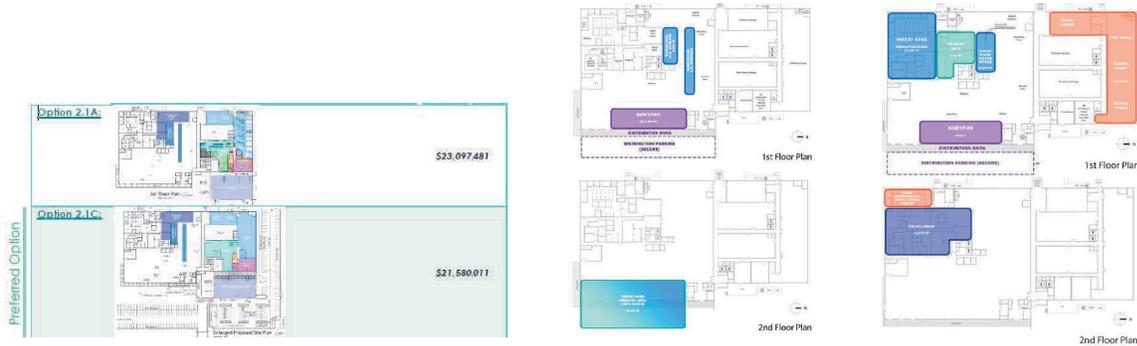


Modular Bldg Predesign/State Capitol Committee / October 15,2020



Alternatives

- 13 alternatives were considered. Most were rejected due to inefficiencies and cost considerations
- Focused on 4 primary alternatives.



Modular Bldg Predesign/State Capitol Committee / October 15,2020



Preferred Alternative 2.1C

- Operationally efficient, cost effective and secure.
- Utilizes low ceiling area on a single level for Mail Services.
- Consolidates print warehouse requirements by utilizing the vertical space available in the high-ceiling area.
- Utilizes the Secretary of State Library Storage space.
- Phased construction.
- Minimizes security exposure.
- Total estimated cost of \$28.75 million.
 - \$21.2 million Capital Expense for aging infrastructure
 - \$7.5 million to support co-location funded by long-term Certificates of Participation.



Modular Bldg Predesign/State Capitol Committee / October 15,2020



Thank you

Questions?



Modular Bldg Predesign/State Capitol Committee / October 15,2020



State Capitol Committee

October 15, 2020

7- Capital Projects Update

Purpose: **Informational**

Sponsor(s): Bill Frare, FPS Assistant Director, and

Department(s): Department of Enterprise Services

Presenter(s): Bill Frare, 360-407-8239, bill.frare@des.wa.gov
Kevin Dragon, 360-407-7956, kevin.dragon@des.wa.gov
Hamed Khalili, 360-407-7979, hamed.khalili@des.wa.gov

Description:

SCC has expressed interest in Enterprise Services providing status updates on several key capital improvement projects on the State Capitol Campus. The status and significant accomplishments for these key projects are as follows:

Building Exterior Improvements- Capitol Court (Presentation)

- Restoration of the building's historic windows was completed.
- Repair and cleaning of the building's stone exterior façade was completed.
- Scaffolding and mesh will be removed by mid-September 2020
- Planned completion is end of October 2020.

Capitol Child Care Center (Presentation)

- This design-build contract is underway under agreement with Walsh-Mahlum.
- A final Guaranteed Maximum Price (GMP) was established for the project in early summer 2020.
- Notice to proceed with construction was issued and work on site is underway.
- Substantial completion planned for April 2021, and final completion in June 2021.

L&I/WSDA Laboratory and Training Center (Presentation)

- The Architect selected was ZGF Architects.
- The GC/CM selected was Korsmo Construction.
- Design Development is underway and to be completed in October 2020.
- Permit Submission planned for January 2021 and 100% CDs in April 2021.
- A Guaranteed Maximum Price (GMP) Contract to be executed in April 2021.
- Substantial completion planned for August 2022, and final completion in October 2022.

Other Key Capital Projects include:

Conservatory Demolition

- Engineering plans and estimates to demolish the existing above-ground structure is complete.
- DES entered into a Job Order Contract to relocate utilities and begin demolition of the conservatory. Initial demolition work will include removal of the glass and metal structure (oldest section of the Conservatory) to alleviate significant safety concerns.
- Funds are insufficient to remove the entire Conservatory building. Portions of the first floor and foundation will remain until future funding is secured.
- DES has requested additional capital funding to complete building demolition efforts and begin preliminary assessment of slope stabilization in 21-23 Capital Budget Request.
- Future development of the Conservatory site will be subject to slope stabilization.
- Long-range use of the Conservatory site has not been determined and subject to future planning efforts.

Legislative Building Exterior Preservation Cleaning (Legislative Dome)

- The dome of the Legislative Building was cleaned in 2018.
- DES requested the reallocation of remaining funds to repair roof, stonework, and repair the exterior bronze doors and skylights.
- Design plans were complete for Roof Repairs, and bids were received in August 2020.
- Bids exceeded the total funding available.
- DES has reprioritized the planned roof repairs to address significant leaks and necessary repairs. The planned work was rebid, and public works contract awarded to work will proceed in fall of 2020.
- The design and construction of exterior bronze door repairs along with additional repairs have been deferred due to limited funding available.

Legislative Building Cleaning - Insurance Building

- This effort includes the cleaning of the stone façade and very minor stone repair.
- Design and bidding efforts are complete.
- Construction will proceed into late fall/early winter of 2020.

Arc-Flash Study

- Study involves safety assessment of high-energy electrical panels within the many buildings on campus.
- An electrical engineering consultant was selected and is under contract.
- Site reviews are complete, and the ARC Flash Warning labels are being installed on the high risk panels.
- Staff training is schedule for November 2020.

East Plaza Waterproofing and Elevator Repairs (Phase 5B)

- Replacement of the waterproof membrane above the East Plaza Garage is complete.
- Landscaping improvements are complete and walkways are open to the public, and are *consistent with the vision of the East Capitol Campus Plaza - EDAW Plan*).
- Electrical improvements within the East Plaza Garage are nearing completion.
- Lighting on Levels A thru D within the garage are nearing completion.
- DES has requested additional capital funds to complete lighting improvements on Levels E and F.
- DES has requested funding for the remainder of East Plaza- Phase 5 as part of the agency's 21-23 Capital Budget Request. This work would include additional waterproofing of the garage, and include improvements to the southwestern landscape area over the garage and the historic Halprin Fountain.

Next Century Campus Study

- CCDAC was briefed of project predesign efforts in February and March 2019.
- MENG Analysis has completed the Next Century Campus Study Predesign, which supports the previously prepared investment-grade audit.
- Submission of Predesign to OFM for final review and approval is pending.
- The Predesign efforts are complete and have entered the project close-out process.

Insurance/Cherberg Roof Replacements

- Project is complete and in close-out process.

Previous SCC/CCDAC Actions/Recommendations:

Enterprise Services provided an informational update for the projects listed above to CCDAC on September 17, 2020. No action was taken by CCDAC at the meeting.

Next Steps:

Enterprise Services will provide updates for these and other key capital projects to CCDAC and SCC at future meetings

Requested Action(s):

No actions are requested at this time.

List of Attachments:

Attachment 7A: Building Exterior Improvements, Capitol Court- Project Update Presentation

Attachment 7B: Capitol Campus Childcare Center- Project Update Presentation

Attachment 7C: L&I-WSDA Lab & Training Center- Project Update Presentation

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Capital Court , Olympia, WA

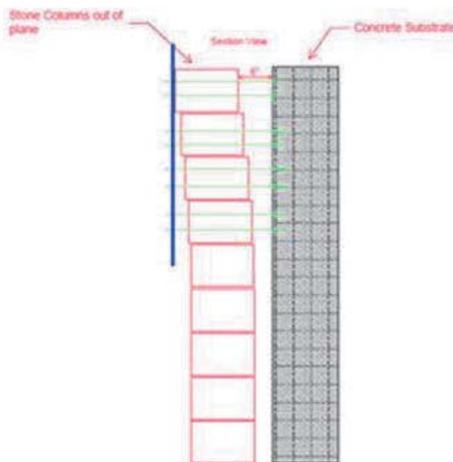
- Restoration of the building's historic windows & Doors.
- Facade restoration includes cleaning, repair of the historic sandstone masonry, securing joints where pieces of sandstone meet (e.g. tuck-pointing).
- Improving the anchoring for the sandstone veneer (where necessary).
- Planned completion is end of September/October 2020



STONE DISPLACEMENT

- Large stones of a column were displaced from the 2001 earthquake.
- Removed each column stone and replace it back to its original location.
- Stones were anchored to the building structure.

Displaced Stone Columns



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Capitol Childcare Center, Olympia, WA



- Design and construction of a six classroom, approx. 9,600 SF, one-story child-care center in Olympia to support state employees and their families.
- Will be capable of serving between 72-96 children of infant, toddler, and preschool age.
- Eco-friendly design: meets LEED Silver requirements and features a cross laminated timber (CLT) roof structure.
- Special features: commercial kitchen and outdoor nature-based learning playground.

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Expected completion date is in Spring of 2021.

ID	% Complete	Task Name	Duration	Start	Finish	Timeline					
						Half	3rd Quarter	1st Quarter	1st		
						Jul	Sep	Nov	Jan	Mar	May
1	31%	Capitol Campus Child Care Center	466 days	Tue 8/6/19	Mon 6/7/21	[Gantt bar spanning from 8/6/19 to 6/7/21]					
9	13%	Construction	258 days	Mon 6/1/20	Mon 6/7/21	[Gantt bar spanning from 6/1/20 to 6/7/21]					
10	31%	EARLY SITE PACKAGE	162 days	Mon 6/1/20	Thu 1/21/21	[Gantt bar spanning from 6/1/20 to 1/21/21]					
11	100%	Mobilize	18 days	Mon 6/15/20	Thu 7/9/20	[Gantt bar spanning from 6/15/20 to 7/9/20]					
12	100%	Notice To Proceed	1 day	Mon 6/15/20	Mon 6/15/20	[Gantt bar spanning from 6/15/20 to 6/15/20]					
109	20%	Site Utilities	75 days	Thu 7/30/20	Thu 11/12/20	[Gantt bar spanning from 7/30/20 to 11/12/20]					
150	86%	Electrical	75 days	Thu 7/30/20	Thu 11/12/20	[Gantt bar spanning from 7/30/20 to 11/12/20]					
158	0%	Permanent Power	0 days	Thu 11/12/20	Thu 11/12/20	[Gantt bar spanning from 11/12/20 to 11/12/20]					
177	4%	BUILDING PACKAGE	216 days	Thu 7/30/20	Mon 6/7/21	[Gantt bar spanning from 7/30/20 to 6/7/21]					
178	55%	Concrete	36 days	Thu 7/30/20	Fri 9/18/20	[Gantt bar spanning from 7/30/20 to 9/18/20]					
207	11%	Slab on Grade	21 days	Thu 8/20/20	Fri 9/18/20	[Gantt bar spanning from 8/20/20 to 9/18/20]					
225	0%	Place Concrete Slab on Grade	0 days	Thu 9/17/20	Thu 9/17/20	[Gantt bar spanning from 9/17/20 to 9/17/20]					
227	0%	Framing	29 days	Fri 9/18/20	Wed 10/28/20	[Gantt bar spanning from 9/18/20 to 10/28/20]					
235	0%	CLT Complete	0 days	Wed 10/14/20	Wed 10/14/20	[Gantt bar spanning from 10/14/20 to 10/14/20]					
242	0%	Mechanical & Electrical Rough-In	24 days	Tue 10/20/20	Fri 11/20/20	[Gantt bar spanning from 10/20/20 to 11/20/20]					
251	0%	MEP Cover Inspection Walls	0 days	Thu 11/19/20	Thu 11/19/20	[Gantt bar spanning from 11/19/20 to 11/19/20]					
255	0%	Framing Inspection	0 days	Fri 11/20/20	Fri 11/20/20	[Gantt bar spanning from 11/20/20 to 11/20/20]					
256	0%	Building Envelope	92 days	Tue 9/1/20	Thu 1/14/21	[Gantt bar spanning from 9/1/20 to 1/14/21]					
267	0%	Roof Membrane	22 days	Thu 10/15/20	Fri 11/13/20	[Gantt bar spanning from 10/15/20 to 11/13/20]					
277	0%	Building Dried In	0 days	Tue 11/10/20	Tue 11/10/20	[Gantt bar spanning from 11/10/20 to 11/10/20]					
367	0%	Insulation To Paint Activity	46 days	Wed 11/11/20	Wed 1/20/21	[Gantt bar spanning from 11/11/20 to 1/20/21]					
379	0%	MEP Cover Inspection Ceilings	0 days	Wed 12/23/20	Wed 12/23/20	[Gantt bar spanning from 12/23/20 to 12/23/20]					
388	0%	Paint Interior Ceiling (2) Walls (1)	0 days	Wed 1/20/21	Wed 1/20/21	[Gantt bar spanning from 1/20/21 to 1/20/21]					
389	0%	Finishes	55 days	Tue 1/12/21	Mon 3/29/21	[Gantt bar spanning from 1/12/21 to 3/29/21]					
423	0%	M,E,P finals	0 days	Mon 3/1/21	Mon 3/1/21	[Gantt bar spanning from 3/1/21 to 3/1/21]					
431	0%	Lock Down	0 days	Mon 3/29/21	Mon 3/29/21	[Gantt bar spanning from 3/29/21 to 3/29/21]					
525	0%	Final Inspections	68 days	Wed 3/3/21	Mon 6/7/21	[Gantt bar spanning from 3/3/21 to 6/7/21]					
535	0%	Owner Occupies Building	0 days	Mon 6/7/21	Mon 6/7/21	[Gantt bar spanning from 6/7/21 to 6/7/21]					

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L&I / WSDA LABORATORY AND TRAINING CENTER

location: 7-acre undeveloped parcel in Tumwater alongside other State facilities
program: 53,154 square feet of Laboratories, Office, Training Classrooms
capital budget: \$53,203,000 total construction cost target = \$39,000,000
performance goals: LEED Gold (projected), Net-Zero-Ready
design architect: ZGF Architects



ZGF



ZGF

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