

CLARK COUNTY STAFF REPORT

DEPARTMENT: General Services-Facilities

DATE: October 30, 2018

REQUESTED ACTION: To approve the Professional Services Contract with EGM, Inc. dba MENG Analysis for the Clark County Facilities Condition Assessment, authorize the County Manager to sign the contract and any amendments

__ X __ Consent __ Hearing ____ County Manager

BACKGROUND

MENG Analysis has been chosen through a competitive request for proposals process, RFP #742, to provide professional services for the General Services Department to conduct a Facilities Condition Assessment, beginning November 1, 2018 and ending April 30, 2019. The contract amount is \$271,553.00 and will cover facilities condition assessments, cost estimation and other professional services. The project cost is within existing budget capacity from funding that was approved in the 2017 budget, requests GEN-14 and GEN-20-17RA. This request also requires budgetary action to move a portion of the funds forward into 2019. A supplemental budget package will be submitted.

COUNCIL POLICY IMPLICATIONS

None

ADMINISTRATIVE POLICY IMPLICATIONS

None

COMMUNITY OUTREACH

None

BUDGET IMPLICATIONS

YES	NO	
		Action falls within existing budget capacity.
X		Action falls within existing budget capacity but requires a change of purpose within existing appropriation
		Additional budget capacity is necessary and will be requested at the next supplemental. If YES, please complete the budget impact statement. If YES, this action will be referred to the county council with a recommendation from the county manager.

BUDGET DETAILS

Local Fund Dollar Amount	\$271,553.00
Grant Fund Dollar Amount	\$0.00
Account	Fund 5193 - Facilities Projects

Company Name

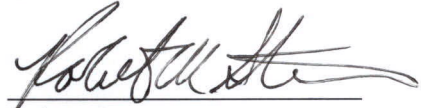
MENG Analysis

DISTRIBUTION:

Board staff will post all staff reports to The Grid. <http://www.clark.wa.gov/thegrid/>



Michelle Schuster
Administration and Facilities Manager



Robert Stevens
Director of General Services

Primary Staff Contact: Michelle Schuster Ext. 4118



APPROVED: _____
CLARK COUNTY, WASHINGTON
CLARK COUNTY COUNCIL

DATE: 10-30-18

SR# 174-18

APPROVED: _____
Shawn Hennessee, County Manager

DATE: _____



BUDGET IMPACT ATTACHMENT

Part I: Narrative Explanation

The project will be funded with General Fund (Fund 0001) through the Facilities Project Fund budget (Fund 5193), which was approved in the 2017 budget.

Part II: Estimated Revenues

Fund #/Title	Current Biennium		Next Biennium		Second Biennium	
	GF	Total	GF	Total	GF	Total
0001/General Fund		\$20,000		\$251,553		
Total		\$20,000		\$251,553		

II. A – Describe the type of revenue (grant, fees, etc.)

Part III: Estimated Expenditures

III. A – Expenditures

Fund #/Title	FTE's	Current Biennium		Next Biennium		Second Biennium	
		GF	Total	GF	Total	GF	Total
5193/Facilities Projects			\$20,000		\$251,553		
Total			\$20,000		\$251,553		

III. B – Expenditure by object category

Fund #/Title	Current Biennium		Next Biennium		Second Biennium	
	GF	Total	GF	Total	GF	Total
Salary/Benefits						
Contractual		\$20,000		\$251,553		
Supplies						
Travel						
Other controllables						
Capital Outlays						
Inter-fund Transfers						
Debt Service						
Total		\$20,000		\$251,553		

Decision Package Request Form

Requesting Dept/Office: General Services

Request Type:

Package Number: GEN-01-19SP

Short Description:

Limited to 50 characters for use in reports to County Council

Package Title: Capital Facilities Plan

Contact info: *name:* Michelle Schuster *email:* michelle.schuster@clark.wa.gov *phone:* 564-397-4118

Justification: On August 24, 2017 a subgroup of the Strategic Leadership Team (SLT) proposed a phased plan to complete a comprehensive Capital Improvement Plan (CIP) for Clark County. The cost of the initial phase of the plan will be \$271,533.00. This is a carry forward of existing budget, which was previously approved in 2017 (GEN-14 and GEN-20-17RA), and not a request for new funding.

The county is responsible for the acquisition and construction of new assets as well as the major maintenance and replacement of its existing infrastructure (e.g. roads, bridges, buildings, railroads, technology). Proper development and care for these assets is costly and often requires long and short-term financial planning and prioritization to ensure timely implementation and upkeep. In an effort to best manage these assets; many jurisdictions maintain a CIP that aligns with their respective budget process and operating plan. At this time, Clark County does not have a comprehensive CIP. This challenges our collective ability to properly forecast and set aside resources for capital needs, especially when infrastructure needs require General Fund support.

Please complete the following for New Requests:

Liability/Risk/Safety Impacts: At this time, Clark County does not have a comprehensive CIP and this creates a gap for the Board in its ability to make data-driven decisions for new funding requests. It is important that the Board be able to make sounds decisions for future projects that consider cost, public acceptance, level of service and equity.

Positive Impact to Citizens: A CIP provides for better stewardship of citizens' tax dollars.

Efficiency Gains: The Government Finance Officers Association (GFOA) recommends as a "Best Practice" that local governments prepare and adopt a comprehensive multi-year capital plan to ensure effective management of capital assets. It moves the county from a reactive to a proactive approach for asset management. A CIP will allow the county to make executive decisions based on defined deficiencies, backlogs, and mission critical needs that will be identified in the study.

Workforce Engagement and Contributions: The County will have a strategic plan and evaluation process that can become a part of our overall operations and standard way of doing business. It will also provide an equitable basis for completing projects on county assets.

Impacts/Outcomes if not approved: The county will continue to be reactive instead of proactive when addressing with long term maintenance needs and prioritization of projects. The county will not have the information to complete capital project monitoring and reporting, and long-term financial planning. Funding may not be available for critical asset repairs which could impact mandated services the County provides.

Package Number	Fund	Prog	Dept	Basele	Obj	Categ	WD Cost Center	WD Program	2019 EXP inc / REV dec (DR)	2019 EXP dec / REV inc (CR)	2020 EXP inc / REV dec (DR)	2020 EXP dec / REV inc (CR)	Type	Operating vs capital	Position	Notes
GEN-01-19SP	0001	000	306	513201	410	014001	Facilities	Non-capital Maintenance Projects	251,533				One-Time Operating			

Jimmy M. S.
10/19/18

Professional Services Contract
Contract Purchase No. _____
Clark County Facilities Condition Assessment

THIS CONTRACT, entered into on this date: _____, by and between CLARK COUNTY, after this called "County," a political subdivision of the State of Washington, and EGM, Inc. dba MENG Analysis, after this called "Contractor."

WITNESSETH

WHEREAS, the Contractor has been chosen through Clark County RFP #742, and has the expertise to provide professional services for Clark County and to perform those services requested in the proposal attached hereto and incorporated herein by this reference as Exhibit C. Those services are more particularly set out in the scope of services attached hereto and incorporated herein by this reference as Exhibit A.

WHEREAS, Clark County does not have available staff to provide such services for the benefit of the services of Clark County, NOW, THEREFORE,

THE COUNTY AND THE CONTRACTOR MUTUALLY AGREE AS FOLLOWS:

1. Services. The Contractor shall perform facilities condition assessments, cost estimation and other professional services as set forth in Exhibit A – Scope of Services. Additional phases of services, as outlined in the RFP, may be requested in the future.

2. Duration. The contract shall be effective beginning November 1, 2018 and ending April 30, 2019. Additional scope or phases of services could extend the duration of the contract.

3. Compensation. County shall pay the Contractor for performing said services upon receipt of a written invoice according to the schedule set forth in Exhibit B – Fee Schedule, which is attached hereto and incorporated herein by this reference. The parties

mutually agree that in no event shall the amount billing exceed the dollar amount in Exhibit B – Fee Schedule without prior approval of the County.

4. Termination. The County may terminate this contract immediately upon any breach by Contractor in the duties of Contractor as set forth in Contract. The waiver by the County of one or more breaches shall not be construed as a waiver of any subsequent breach or breaches. Further, County may terminate this Contract upon immediate notice to Contractor in the event that the funding for the project ceases or is reduced in amount. The Contractor will be reimbursed for services expended up to the date of termination.

5. Independent Contractor. The Contractor shall always be an independent Contractor and not an employee of the County, and shall not be entitled to compensation or benefits of any kind except as specifically provided herein.

6. Indemnification / Hold Harmless. The Consultant shall defend, indemnify and hold the County, its officers, officials, employees and volunteers harmless from any and all claims, injuries, damages, losses or suits including attorney fees, arising out of or resulting from the acts, errors or omissions of the Consultant in performance of this Contract, except injuries and damages caused by the sole negligence of the County. Should a court of competent jurisdiction determine that this Contract is subject to RCW 4.24.115, then, in the event of liability for damages arising out of bodily injury to persons or damages to property caused by or resulting from the concurrent negligence of the Consultant and the County, its officers, officials, employees, and volunteers, the Consultant's liability, including the duty and cost to defend, hereunder shall be only to the extent of the Consultant's negligence. It is further specifically and expressly understood that the indemnification provided herein constitutes the Consultant's waiver of immunity under Industrial Insurance, Title 51 RCW, solely for the purposes of this indemnification. This

waiver has been mutually negotiated by the parties. The provisions of this section shall survive the expiration or termination of this Contract.

7. Wage and hour compliance. Contractor shall comply with all applicable provisions of the Fair Labor Standards Act and any other legislation affecting its employees and the rules and regulations issued thereunder insofar as applicable to its employees and shall always save County free, clear and harmless from all actions, claims, demands and expenses arising out of said act and the rules and regulations that are or may be promulgated in connection therewith.

8. Social Security and Other Taxes. The Contractor assumes full responsibility for the payment of all payroll taxes, use, sales, income or other form of taxes, fees, licenses, excises, or payments required by any city, federal or state legislation that is now or may during the term of this contract be enacted as to all persons employed by the Contractor in performance of the work pursuant to this Contract and shall assume exclusive liability therefore, and meet all requirement's thereunder pursuant to any rules and regulations that are now and may be promulgated in connection therewith.

9. Contract Documents: Contract documents consist of this Contract, Exhibit A - Scope of Services, based on RFP #742, and Exhibit B - Fee Schedule. The conditions of the RFP and the initial proposal are incorporated herein by this reference and are contained in Exhibit C. If there is a conflict between the provisions of the documents listed above, the provisions of this Contract shall control.

10. Equal Employment Opportunity: The Contractor will not discriminate against any employee or applicant for employment because of race, color, religion, gender or gender identity, sexual orientation, age, disability, marital status, military status or national origin.

11. Changes: County may, from time to time, require changes in the scope of the services to be performed hereunder. Any and all revisions to this Contract, including without limitation, such changes in scope and any increase or decrease in the amount of the Contractor's compensation, shall be in the form of written amendments to the Contract, and shall be mutually agreed upon and signed by both County and the Contractor.

12. Public records act: Notwithstanding the provisions of this Contract to the contrary, to the extent any record, including any electronic, audio, paper or other media, is required to be kept or indexed as a public record in accordance with the Washington Public Records Act, RCW Chapter 42.56, as may hereafter be amended, Contractor agrees to maintain all records constituting public records and to produce or assist Clark County in producing such records, within the time frames and parameters set forth in state law. Contractor further agrees that upon receipt of any written public record request, Contractor shall, within two business days, notify Clark County by providing a copy of the request to:

Clark County – General Services

C/O Public Records

PO Box 5000

Vancouver, WA 98660

13. Governing Law. This agreement has and shall be construed as having been made and delivered within the State of Washington. The laws of the State of Washington shall be applicable to its construction and enforcement. Venue for any action at law, suit in equity or judicial proceeding for the enforcement of this Contract or any provisions

hereto shall be Clark County unless this Contract is a public works contract, in which circumstance the venue shall otherwise comply with RCW 36.01.050.

14. Confidentiality. Subject to the provisions of section 12 above, with respect to all information relating to County that is confidential and clearly so designated, the Contractor agrees to keep such information confidential.

15. Conflict of Interest. The Contractor covenants that it has had no interest and shall not acquire any interest, direct or indirect, which would conflict in any manner or degree with the performance of services hereunder. The Contractor further covenants that no person having such interest shall be employed by it, or shall perform services as an independent contractor with it, in the performance of this Contract.

16. Consent and Understanding. This contract contains a complete and integrated understanding of the contract between the parties and supersedes any understandings, contract, or negotiations, whether oral or written, not set forth herein or in written amendments hereto duly executed by both parties.

17. Severability. If any provision of this contract is held invalid, it shall be severed from the remainder, which shall continue in full force and effect as conforming to the terms and requirements of applicable law.


18. Insurance. The Contractor shall maintain Professional Liability Insurance in the amount of Two Million Dollars and Commercial Liability Insurance in the amount of Half a Million Dollars. All parties to the Contract hereby agree that the Contractor's coverage will be primary in the event of any loss. As evidence of the insurance coverage required by this contract, the Contractor shall furnish a Certificate of Insurance to the County. This Contract shall not be effective until the required certificates have been received and approved by the County. Contractor will send a renewal certification to the county 10 days

prior to any expiration of coverages during the Contract period.

IN WITNESS THEREOF, County and the Contractor have executed this contract on the date first above written.

EGM, Inc. dba MENG
Analysis

DocuSigned by:
By Sarah Partap
6865CBF18FE3415...
Sarah Partap

APPROVED: 
Shawn Hennessee, County Manager

DATE: 10-30-18

Print name
Principal

Title

APPROVED AS TO FORM ONLY
ANTHONY F. GOLIK

DocuSigned by:
By Emily A. Sheldrick
BE6858B0F1F84FZ...
Emily Sheldrick
Chief Civil Deputy Prosecuting Attorney

EXHIBIT A - Scope of Services**Task 1 – Preparation**

- 1.1 Kickoff Meeting – Conference call with Clark County to establish project goals, deadlines, and details of project requirements.
- 1.2 Background Information
- Gather and review as-built drawings, floor plans, and egress plans
 - Review recent work orders and technical reports
 - Establish naming conventions for buildings and sites, create inventory list with names, square footages, and date of construction & renovation.
- 1.3 Database Setup & Testing
- 1.4 Schedule & Logistics
- Draft proposed project schedule
 - Confirm access and logistics arrangements (security clearance, access to locked spaces, escort, etc.)
- 1.5 Operations & Maintenance (O&M) Questionnaires
- Internal prep of forms, and compiling of forms post-workshop
 - Distribute to appropriate Clark County stakeholders for completion

Task 2 – Condition Surveys2.1 Field Surveys

- Engineering technician confirms all building inventory prior to team surveying
- On-site, 2-person team describes and scores readily-apparent building inventory and site conditions to a Uniformat Level 3 level of detail. Deficiencies are photo documented. Facilities to be assessed include:

Courthouse
 Juvenile Center
 Public Service Center (PSC)
 Dolle Building
 Franklin Center
 1408 Franklin
 North County Social Service Center
 Heritage Farm
 Center for Community Health (CCH)
 CRESA
 Death Investigations
 General Services Building
 Public Safety Complex (located at the fair)

Orchards
 Daybreak
 Public Works 78th Street Complex
 Public Works 149th Street Complex
 English Transfer Station
 English Site and Shed
 Mabry Complex (7)
 Washougal Site and Shed
 Daybreak Site and Shed
 Finn Hill Site and Shed
 Maple Site and Shed
 Salmon Creek Site
 Amphitheatre Pump Station
 Wolfe Creek Pump Station/99th St

Mountain View Pump Station
88th Street Pump Station
Salmon Creek Pump Station
Tri Mountain Golf Course

English Pit Rifle Range
Fairgrounds (limited to 2 days)
Pepsi Warehouse

Task 3 – Reporting

- 3.1 Data Compilation & QA/QC – upload all survey data to database, cost-estimate deficiencies, and update cost models for appropriate building types.
- 3.2 Draft Report
FCA report includes:
 - a) Executive summary covering project purpose, scope, and key findings
 - b) Detailed reports of each surveyed facility
 - c) Observed Deficiency (OD) reports including photos and costs with ODs prioritized into action categories
 - d) Details for Predicted Renewals (PRs) for long-term capital maintenance planning for each surveyed facility and site
 - e) FCI and CRV calculated for each facility or complex
 - f) FCA methodology & supporting documentation
- 3.3 Prep Meeting for Presentation – Conference call with Clark County staff to formulate narrative trajectory for final presentation and understand edits on Draft Report
- 3.4 Final Draft – incorporate comments and themes/ideas from presentation prep meeting into the Final FCA report

Task 4 – Project Management, Presentations, & Follow Up Support

- 4.1 Presentation of Findings – Two 2-hour presentations to present report findings with 2-3 MENG Analysis staff (depending on availability).
- 4.2 On-site facility condition database training; 4 hours, includes printed user manuals
- 4.3 Project Management, Progress Updates, & Invoicing

Schedule:

Based on the scope defined above, the estimated duration for each task is as follows:

Task 1 - Preparation: 4 weeks, includes at least 1-week for Clark County to review and complete O&M questionnaires.

Task 2 – Surveys: 6-7 weeks, with surveyors onsite 4 days a week.

Task 3 – Reporting: 6 weeks or so depending on the speed and thoroughness of comments on the draft report.

Task 4 – Presentations and database training are to be scheduled for mutually agreeable days – database training is the final activity before project closeout.

Deliverables:

- Draft FCA Report (print and electronic)
- Final FCA Report (print and electronic)
- Two Presentations with Powerpoint and/or Handouts
- Operations and Maintenance Questionnaire Data
- Facilities Database (MS Access)
- Database Training with Printed Manuals

Professional Fees:

Based on the tasks and deliverable outlined above, the lump sum fee for this project totals **\$258,622.00**, which includes all estimated direct costs such as mileage and printing. Invoicing will be on a monthly percentage-complete basis.

Task	M/E/P				C/S/A & Cost Est.	Engineering			Total Labor
	PM	Surveyor 1	Surveyor 2	Support		Tech/Admin	Database Expert	Support	
Task 1	10	14	22	48	6	6			\$17,190
1.1 Kickoff	2	2	2	2	2	2			\$2,000
1.2 Background Info	2	4	4	10	0	0			\$3,360
1.3 Database set up and testing	2	0	8	8	4	4			\$4,110
1.4 Schedule and Logistics	4	4	4	12	0	0			\$4,000
1.5 O&M Questionnaires	0	4	4	16	0	0			\$3,720
Task 2	0	322	322	40	0	0			\$143,460
Task 3	52	48	48	124	4	4			\$47,280
3.1 Data Compilation & QC	16	40	40	40	0	0			\$25,320
3.2 Draft Report Prep	16	0	0	40	0	0			\$8,120
3.3 Prep Meeting for Presentations	4	4	4	4	4	4			\$4,000
3.4 Prepare Final Draft	16	4	4	40	0	0			\$9,840
Task 4	74	18	18	28	8	8			\$27,670
4.1 Two presentations of findings	18	18	18	20	0	0			\$13,750
4.2 Database trainings	0	0	0	8	8	8			\$3,000
4.3 PM & Invoicing	56	0	0	0	0	0			\$10,920
Total Hours	136	402	410	240	18	18			\$235,600 Total Labor
Hourly Rate	195	215	215	125	250				\$12,931

Clark County Included Management Reserve (5%)

Expenses	\$23,022.14	Total Labor	\$235,600
Mileage	\$1,409.94	Expenses	\$23,022
Per Diems	\$3,584.00	Reserve	\$12,931
Hotel (GSA plus est. tax)	\$15,033.20	Grand Total	\$271,553
Printing/Misc	\$2,995.00		



EXHIBIT C I

RFP # 742
PROFESSIONAL, TECHNICAL AND EXPERT SERVICES

Clark County Washington
Release date: Wednesday, August 1, 2018

Request for Proposal for:

Clark County Facilities Condition Assessment

PROPOSALS DUE: Wednesday, August 29, 2018 by 3:00 p.m.

*Proposals must be date and time stamped by Purchasing staff before 3:00 PM on due date.
There is no guarantee of overnight delivery if sent to the PO Box, always use the street address.*

**Proposal(s) shall be sealed and clearly marked on the package cover with
RFP #, Project Title and Company name**

Submit four (4) originals and one (1) electronic pdf copy of the Proposal to:

Clark County
Office of Purchasing
P.O. Box 5000
1300 Franklin Street, 6th Floor, Suite 650
Vancouver, Washington 98660
(360) 397-2323

Refer Questions to:

Project Manager:
Jean Singer, PE
Capital Program Manager I
Jean.Singer@clark.wa.gov

ADMINISTRATIVE REQUIREMENTS - Contractors shall comply with all management and administrative requirements established by Washington Administrative Code (WAC), the Revised Code of the State of Washington (RCW), and any subsequent amendments or modifications, as applicable to providers licensed in the State of Washington.

ALL proposals submitted become the property of Clark County. It is understood and agreed that the prospective Proposer claims no proprietary rights to the ideas and written materials contained in or attached to the proposal submitted. Clark County has the right to reject or accept proprietary information.

AUTHORSHIP - Applicants must identify any assistance provided by agencies or individuals outside the proposers own organization in preparing the proposal. No contingent fees for such assistance will be allowed to be paid under any contract resulting from this RFP.

CANCELLATION OF AWARD - Clark County reserves the right to immediately cancel an award if the contractual agreement has not been entered into by both parties or if new state regulations or policy make it necessary to change the program purpose or content, discontinue such programs, or impose funding reductions. In those cases where negotiation of contract activities are necessary, Clark County reserves the right to limit the period of negotiation to sixty (60) days after which time funds may be unencumbered.

CONFIDENTIALITY: Proposer shall comply with all applicable state and federal laws governing the confidentiality of information."

CONFLICT OF INTEREST - All proposals submitted must contain a statement disclosing or denying any interest, financial or otherwise, that any employee or official of Clark County or the appropriate Advisory Board may have in the proposing agency or proposed project.

CONSORTIUM OF AGENCIES - Any consortium of companies or agencies submitting a proposal must certify that each company or agency of the consortium can meet the requirements set forth in the RFP.

COST OF PROPOSAL & AWARD - The contract award will not be final until Clark County and the prospective contractor have executed a contractual agreement. The contractual agreement consists of the following parts: (a) the basic provisions and general terms and conditions, (b) the special terms and conditions, (c) the project description and goals (Statement of Work), and (d) the budget and payment terms. Clark County is not responsible for any costs incurred prior to the effective date of the contract. Clark County reserves the right to make an award without further negotiation of the proposal submitted. Therefore, the proposal should be submitted in final form from a budgetary, technical, and programmatic standpoint.

DISPUTES: Clark County encourages the use of informal resolution to address complaints or disputes arising over any actions in implementing the provisions of this RFP. Written complaints should be addressed to Clark County – Purchasing, P.O. Box 5000, Vancouver, Washington 98666-5000.

DIVERSITY IN EMPLOYMENT AND CONTRACTING REQUIREMENTS - It is the policy of Clark County to require equal opportunity in employment and services subject to eligibility standards that may be required for a specific program. Clark County is an equal opportunity employer and is committed to providing equal opportunity in employment and in access to the provision of all county services. Clark County's Equal Employment Opportunity Plan is available at <http://www.clark.wa.gov/hr/documents.html>. This commitment applies regardless of race, color, religion, creed, sex, marital status, national origin, disability, age, veteran status, on-the-job injury, or sexual orientation. Employment decisions are made without consideration of these or any other factors that are prohibited by law. In compliance with department of Labor Regulations implementing Section 504 of the Rehabilitation Act of 1973, as amended, no qualified handicapped individual shall be discriminated against in admission or access to any program or activity. The prospective contractor must agree to provide equal opportunity in the administration of the contract, and its subcontracts or other agreements.

ENVIRONMENTALLY RESPONSIBLE PURCHASING PROGRAM - Clark County has implemented an Environmentally Responsible Purchasing Policy with a goal to reduce negative impacts on human health and the environment. Negative environmental impacts include, but are not limited to, greenhouse gases, air pollution emissions, water contamination, waste from the manufacturing process and waste in packaging. This policy also seeks to increase: 1) water and energy efficiency; 2) renewable energy sources; 3) use of products with recycled content; 4) product durability; 5) use of products that can be recycled, reused, or composted at the end of its life cycle. Product criteria have been established on the Green Purchasing List <http://www.clark.wa.gov/general-services/purchasing/erp/environmental.html>

INDEPENDENT PRICE DETERMINATION - The prospective contractor guarantees that, in connection with this proposal, the prices and/or cost data have been arrived at independently, without consultation, communication, or agreement for the purpose of restricting competition. This does not preclude or impede the formation of a consortium of companies and/or agencies for purposes of engaging in jointly sponsored proposals.

INTERLOCAL AGREEMENT - Clark County has made this RFP subject to Washington State statute RCW 39.34. Therefore the bidder may, at the bidders' option, extend identical prices and services to other public agencies wishing to participate in this RFP. Each public agency wishing to utilize this RFP will issue a purchase order (or contract) binding only their agency. Each contract is between the proposer and the individual agency with no liability to Clark County.

LIMITATION - This RFP does not commit Clark County to award a contract, to pay any costs incurred in the preparation of a response to this RFP, or to procure or contract for services or supplies.

LATE PROPOSALS - A proposal received after the date and time indicated above will not be accepted. No exceptions will be made.

ORAL PRESENTATIONS: An oral presentation may be required of those prospective contractors whose proposals are under consideration. Prospective contractors may be informed that an oral presentation is desired and will be notified of the date, time and location the oral presentation is to be conducted.

OTHER AUDIT/MONITORING REQUIREMENTS - In addition, auditing or monitoring for the following purposes will be conducted at the discretion of Clark County: Fund accountability; Contract compliance; and Program performance.

PRICE WARRANT - The proposal shall warrant that the costs quoted for services in response to the RFP are not in excess of those which would be charged any other individual or entity for the same services performed by the prospective contractor.

PROTESTS must be submitted to the Purchasing Department.

PUBLIC SAFETY may require limiting access to public work sites, public facilities, and public offices, sometimes without advance notice. The successful Proposer's employees and agents shall carry sufficient identification to show by whom they are employed and display it upon request to security personnel. County project managers have discretion to require the successful Proposer's employees and agents to be escorted to and from any public office, facility or work site if national or local security appears to require it.

REJECTION OF PROPOSALS - Clark County reserves the right to accept or reject any or all proposals received as a result of this RFP, to negotiate with any or all prospective contractors on modifications to proposals, to waive formalities, to postpone award, or to cancel in part or in its entirety this RFP if it is in the best interest of Clark County to do so.

SUBCONTRACTING - No activities or services included as a part of this proposal may be subcontracted to another organization, firm, or individual without the approval of Clark County. Such intent to subcontract shall be clearly identified in the proposal. It is understood that the contractor is held responsible for the satisfactory accomplishment of the service or activities included in a subcontract.

VERBAL PROPOSALS: Verbal proposals will not be considered in making the award of any contract as a result of this RFP.

WORKERS COMPENSATION INSURANCE – The contractor shall comply with R.C.W. Title 51- with minimum coverage limits of \$500,000 for each accident, or provide evidence that State law does not require such coverage.

FOR ALTERNATIVE FORMATS
Clark County ADA Office: V (360) 397-2025
TTY (360) 397-2445: ADA@Clark.wa.gov

Request for Proposals Table of Contents

PART I PROPOSAL REQUIREMENTS

Section IA: General Information

1. Introduction
2. Background
3. Scope of Project
4. Project Funding
5. Timeline for Selection
6. Employment Verification

Section IB: Work Requirements

1. Required Services
2. County Performed Work
3. Deliverables and Schedule
4. Place of Performance
5. Period of Performance
6. Public Disclosure
7. Insurance/Bond
8. Plan Holders List

PART II PROPOSAL PREPARATION AND SUBMITTAL

Section IIA: Pre-Submittal Meeting/Clarification

1. Pre-Submittal Meeting
2. Proposal Clarification

Section IIB: Proposal Submission

1. Proposals Due
2. Proposal

Section IIC: Proposal Content

1. Cover Sheet
2. Project Team
3. Management Approach
4. Respondent's Capabilities
5. Project Approach and Understanding
6. Employment Verification

PART III PROPOSAL EVALUATION & CONTRACT AWARD

Section IIIA: Proposal Review and Selection

1. Evaluation and Selection
2. Evaluation Criteria Scoring

Section IIIB: Contract Award

1. Consultant Selection
2. Contract Development
3. Award Review
4. Orientation/Kick-off Meeting

ATTACHMENTS

- A: Proposal Cover Sheet
- B: Letter of Interest
- C: Additional Attachments

Request for Proposal #742

Clark County Facilities Condition Assessment

Part I Proposal Requirements

Section IA General Information

1. Introduction

The purpose of this RFP is to permit the consultant community to suggest various approaches to meet the required and optional services as defined in Section IB. This RFP seeks proposals that address the required services.
2. Background

Clark County is conducting a Condition Assessment as part of the development of a Facilities Capital Improvement Program. The assessment will support the development of framework for identifying repairs, maintenance, capital projects and space planning. This will assist to provide financial transparency and stability necessary to service the future needs of Clark County.
3. Scope of Project

The project will be a condition analysis of the following elements, at a minimum, for identified buildings and facilities: roofing, exterior enclosures, substructures, exterior doors and windows, stairwells, elevators, HVAC, plumbing, electrical, fire protection, civil/mechanical utilities and site conditions. Additional analysis phases could include seismic resiliency, energy usage, ADA accessibility, wayfinding signage, and space planning /assessment. The facilities to be evaluated are an array of different construction types, age, condition and service functionalities. Examples include a Public Service Center, Medical Examiner building, office buildings, warehouses, maintenance buildings, courthouses, detention facilities, recreation and agricultural buildings.
4. Project Funding

Allocation of funds for this RFP will be established based on the negotiated contract. Scope may be revised.
5. Timeline for Selection

The following dates are the **intended** timeline:

Proposals due	August 29, 2018
Proposal review/evaluation period	August 30 - Sept. 10, 2018
Selection committee recommendation	September 11, 2018
Contract negotiation/execution	September 12 - 28, 2018
Contract intended to begin	October 1, 2018
6. Employment Verification

"Effective November 1st, 2010, to be considered responsive to any formal Clark County Bid/RFP or Small Works Quote, all vendors shall submit before, include with their response or within 24 hours after submittal, a recent copy of their E-Verify MOU or proof of pending enrollment. The awarded contractor shall be responsible to provide Clark County with the same E-Verify enrollment documentation for each sub-contractor (\$25,000 or more) within thirty days after the sub-contractor starts work. Contractors and sub-contractors shall provide a report(s) showing status of new employee's hired after the date of the MOU. The status report shall be directed to the county department project manager at the end of the contract, or annually, which ever comes first. E-Verify information and enrollment is available at the Department of Homeland Security web page: www.dhs.gov/E-Verify

How to submit the MOU in advance of the submittal date:

 1. Hand deliver to 1300 Franklin St, Suite 650, Vancouver, WA 98660, or;
 2. Fax to (360) 397-6027, or;
 3. E-mail: koni.odell@clark.wa.gov or priscilla.ricci@clark.wa.gov

Note : Sole Proprietors are exempt.

Request for Proposal #742

Clark County Facilities Condition Assessment

Section IB

Work Requirements

1. Required Services

The County is requesting consultant services for work and activities necessary to develop facility condition information including:

Scope of Work:

1. Review of existing facility information: facility inventory data, drawings, maintenance records, manuals and photographs. Additional existing data, as needed.
2. Conduct on-site field surveys of architectural, site/civil, structural, mechanical, and electrical systems for each facility.
3. Verify basic facility information.
4. Document apparent facility conditions including:
 - a. Describe nature of the building systems
 - b. Determine relative facility condition scores for systems
 - c. Determine useful remaining life of systems
 - d. Identify major maintenance deficiencies (greater than \$5,000) which are likely needed in the next ten (10) year period
 - e. Project cost estimates for predictive future renewals based on condition scores, industry standard life cycles, estimating modeling and local economic factors
 - f. Document specific deficiencies of systems with narrative and photographs
 - g. Project cost estimates to repair or replace deficiencies
 - h. Calculate backlogs in maintenance (BMAR) and repair for each facility
 - i. Calculate current replacement values (CRV) for each facility
 - j. Calculate a Facility Condition Index (FCI) for each facility
5. Provide documentation in an Access or Excel Database structured to follow the Uniformat Standards that can be export into either a csv or excel format for Clark County computer program systems including, but not limited to, (TMA, MMS, FASTER, GIS). Access into the data generated by this project shall not require on-going user cost or fee.

Assessments should be conducted with non-destructive approaches.
Furniture and non-system equipment (computers, printers, servers) will NOT be included.
Development of as-builts drawings will NOT be required.

Optional future phases of work may include:

1. Infrared Assessment for energy audits
2. Preliminary Seismic Evaluations
3. Preliminary ADA assessments (buildings and sites)
4. Space Analysis and Optimization
5. Wayfinding Signage

The consultant will work closely with identified County personnel. The selected team will have a contract with Clark County General Services. Subcontracting is acceptable, however a single firm must be identified as the "prime" and subcontracts must include the necessary clauses from the Clark County Professional Services contract. **All proposed subcontracting must be identified in the proposal.**

2. County Performed Work

County will provide overall project management including management of consultant contract (scope of work, budget and schedule), coordination with county staff and facilities for information and access needs, direction for deliverables. County will also provide documentation of any governing policies applicable to the analysis.

3. Deliverables & Schedule

The following schedule is preliminary and subject to change, but is provided for a framework of timelines and expectations:

Project setup, data collection and preparation: 4 weeks
Facility analysis: 4-6 weeks
Reporting and final documentation: 4-6 weeks

Request for Proposal #742

Clark County Facilities Condition Assessment

4. Place of Performance Contract performance may take place in the County's facilities, the Proposer's facility, third party locations and any combination thereof.
5. Period of Performance A contract awarded as a result of this RFP will be for six (6) months and is intended to begin on October 1, 2018 and end March 30, 2019.

Clark County reserves the right to extend the contract resulting from this RFP for up to three (3) one (1) year extensions, with the same terms and conditions, by service of a written notice of its intention to do so prior to the contract termination date.

6. Public Disclosure This procurement is subject to the Washington Public Records Act (the "Act"), chapter 42.56 RCW. Once in the County's possession, all of the RFP Submittals shall be considered public records and available for public records inspection and copying, unless exempt under the Act.

If a Respondent or Proposer considers any portion of an RFP Submittal to be protected under the law, whether in electronic or hard copy form, the Respondent or Proposer shall clearly identify each such portion with the word "PROPRIETARY". If a request is made for disclosure of such a portion, the County will determine whether it should be made available under the Act. If the county determines that such a record(s) is subject to disclosure, the County will notify the Respondent or Proposer in writing of the request and allow the Respondent or Proposer ten (10) days to obtain a court order enjoining release of the record(s). If the Respondent or Proposer does not take such action within the ten (10) day period, the County will release the portions of the RFP Submittal deemed subject to disclosure. All Respondents and Proposers who provide RFP Submittals for this procurement accept the procedures described above and agree that the County shall not be responsible or liable in any way for any losses that the party may incur from the disclosure of records to a third party who requests them.

7. Insurance/Bond

A. Commercial General Liability (CGL) Insurance written under ISO Form CG0001 or its latest equivalent with minimum limits of \$1,000,000 per occurrence and in the aggregate for each one year policy period. This policy will renew annually. This coverage may be any combination of primary, umbrella or excess liability coverage affording total liability limits of not less than \$1,000,000 per occurrence and in the aggregate. However, if other policies are added they must be a follow-form policy in language, renewal date, and have no more exclusions than the underlying coverage. Products and Completed Operations coverage shall be provided for a period of three years following Substantial Completion of the Work. The deductible will not be more than \$50,000 unless prior arrangements are made with Clark County on a case by case basis; the criterion is the Contractor's liquidity and ability to pay from its own resources regardless of coverage status due to cancellation, reservation of rights, or other no-coverage-enforce reason. Coverage shall not contain any endorsement(s) excluding nor limiting Product/Completed Operations, Contractual Liability or Cross Liability.

B. Automobile

If the Proposer or its employees use motor vehicles in conducting activities under this Contract, liability insurance covering bodily injury and property damage shall be provided by the Proposer through a commercial automobile insurance policy. The policy shall cover all owned and non-owned vehicles. Such insurance shall have minimum limits of \$500,000 per occurrence, combined single limit for bodily injury liability and property damage liability with a \$1,000,000 annual aggregate limit. If the Proposer does not use motor vehicles in conducting activities under this Contract, then written confirmation to that effect on Proposer letterhead shall be submitted by the Proposer.

C. Professional Liability (aka Errors and Omissions)

The Proposer shall obtain, at Proposer's expense, and keep in force during the term of this contract Professional Liability insurance policy to protect against legal liability arising out of contract activity. Such insurance shall provide a minimum of \$2,000,000 per occurrence, with a maximum deductible of \$25,000. It should be an "Occurrence Form" policy. If the policy is "Claims Made", then Extended Reporting Period Coverage (Tail coverage) shall be purchased for three (3) years after the end of the contract.

Request for Proposal #742

Clark County Facilities Condition Assessment

D. Pollution and Asbestos Liability

If hazardous material is encountered during any construction, the Project Manager must be notified immediately, and if any work is done to remove it, any Proposer performing work shall obtain and keep in effect during the term of the contract, Pollution Liability Insurance, including Asbestos Liability covering bodily injury, property damage, environmental damage, including any related clean up costs. Combined single limit should be a minimum of \$1,000,000.00.

E. Proof of Insurance Proof of Insurance shall be provided prior to the starting of the contract performance.

Proof will be on an ACORD Certificate(s) of Liability Insurance, which the Proposer shall provide to Clark County. Each certificate will show the coverage, deductible and policy period. Policies shall be endorsed to state that coverage will not be suspended, voided, canceled or reduced without a 30 day written notice by mail. It is the Proposer's responsibility to provide evidence of continuing coverage during the overlap periods of the policy and the contract.

All policies must have a Best's Rating of A-VII or better.

8. Plan Holders List

All proposers are required to be listed on the plan holders list.

- ✓ Prior to submission of proposal, please confirm your organization is on the Plan Holders List below:

To view the Plan Holders List, please click on the link below or copy and paste into your browser.

Clark County RFP site:

<http://www.clark.wa.gov/general-services/purchasing/rfp.html>

If your organization is NOT listed, submit the 'Letter of Interest' to ensure your inclusion. See Attachment B.

Proposals received by Clark County by proposers not included on the Plan Holders List may be considered non-responsive.

Request for Proposal #742

Clark County Facilities Condition Assessment

Part II Proposal Preparation and Submittal

Section IIA Pre-Submittal Meeting / Clarification

1. Pre-Submittal Meeting
2. Proposal Clarification

There will be no pre-submittal meeting or site visit scheduled for this project.

Questions and Requests for Clarification regarding this Request for Proposal must be directed in writing, via email, to the person listed on the cover page. **The deadline for submitting such questions/clarifications is seven calendar days prior to the due date for proposals, unless otherwise specified in section 1A-5.**

An addendum will be issued no later than five calendar days prior to the proposal due date to all recorded holders of the RFP if a substantive clarification is in order.

The Questions & Answers/Clarifications are available for review at the link below. Each proposer is strongly encouraged to review this document prior to submitting their proposal. The Final Questions & Answers/Clarifications document will be posted five calendar days prior to the due date for proposals.

Clark County RFP site:

<http://www.clark.wa.gov/general-services/purchasing/rfp.html>

Section IIB Proposal Submission

1. Proposals Due

Sealed proposals must be received no later than the date, time and location specified on the cover of this document.

The outside of the envelope/package shall clearly identify:

1. RFP Number and;
2. TITLE and;
3. Name and address of the proposer.

Responses received after submittal time will not be considered and will be returned to the Proposer - unopened.

Proposals received with insufficient copies (as noted on the cover of this document) cannot be properly disseminated to the Review Committee and other reviewers for necessary action, therefore, may not be accepted.

2. Proposal

Proposals must be clear, succinct and not exceed 8 pages, excluding resumes, the three (3) requested reference projects, E-Verify and coversheet. Proposal narratives and discussions shall not contain text smaller than size 10 font. Proposer's who submit more than the pages indicated may not have the additional pages of the proposal read or considered.

For purposes of review and in the interest of the County, the County encourages the use of submittal materials (i.e. paper, dividers, binders, brochures, etc.) that contain post-consumer recycled content and are readily recyclable.

The County discourages the use of materials that cannot be readily recycled such as PVC (vinyl) binders, spiral bindings, and plastic or glossy covers or dividers. Alternative bindings such as reusable/recyclable binding posts, reusable binder clips or binder rings, and recyclable cardboard/paperboard binders are examples of preferable submittal materials.

Request for Proposal #742

Clark County Facilities Condition Assessment

Proposers are encouraged to print/copy on both sides of a single sheet of paper wherever applicable; if sheets are printed on both sides, it is considered to be two pages. Color is acceptable, but content should not be lost by black-and-white printing or copying.

All submittals will be evaluated on the completeness and quality of the content. Only those Proposers providing complete information as required will be considered for evaluation. The ability to follow these instructions demonstrates attention to detail.

Section IIC

Proposal Content

1. Cover Sheet
This form is to be used as your proposal Cover Sheet
See Cover Sheet - Attachment A
2. Project Team
Provide a summary describing the team organization. The summary should include an organizational chart showing areas of responsibilities, professional titles of pertinent positions and which team member will be the "lead" in each area (structural, mechanical, electrical, etc). Team members, except for the leads, do not need to be identified by name in the chart. If the team includes members from different companies, please note any past experience working together. Include the availability of the team and sufficient resources to perform the requested services and meet the target timeline.
3. Management Approach
Describe how the project team will be managed internally, including any sub consultants, as well as how the overall project will be managed to meet the target deliverables and schedule.
4. Respondent's Capabilities
Provide a list of three (3) reference projects that demonstrate experience and competence in performing the type of work requested. Include the project title, project year(s), project owner, project owner's contact person with telephone number and email address. Example projects should identify participating team members that are proposed for this project. Projects completed within the State of Washington and/or county government agencies are preferred. The ability to potentially provide the listed future phases of work will be scored as a part of this criterion.
5. Project Approach and Understanding
Describe your approach to the work to be performed based on the Required Services described in Section 1B. Include a description of key issues and challenges anticipated to be addressed during the development and execution of this specific project.
6. Employment Verification
Please refer to section 1A.6. – e-Verify
IMPORTANT NOTE: Include this portion of the response immediately **AFTER** the cover page, if not already on file with Clark County. Current vendors on file can be viewed at:
<https://www.clark.wa.gov/general-services/purchasing-overview>

Request for Proposal #742

Clark County Facilities Condition Assessment

Part III Proposal Evaluation & Contract Award

Section IIIA Proposal Review and Selection

1. Evaluation and Selection: Proposals received in response to this RFP will be evaluated by a Review Committee.
2. Evaluation Criteria Scoring: Each proposal received in response to the RFP will be objectively evaluated and rated according to a specified point system.

A one hundred (100) point system will be used, weighted against the following criteria:

Proposal Quality	5
Project Team	20
Management Approach	15
Respondent's Capabilities	30
Project Approach and Understanding	25
References	5
Total Points	100

Section IIIB Contract Award

1. Consultant Selection: The County will begin negotiations with the intent to award a contract to the highest scoring Proposer. Should the County not reach a favorable agreement with the highest scoring Proposer, the County shall suspend or terminate negotiations and commence negotiations with the second highest scoring Proposer and so on until a favorable agreement is reached. Shall no proposal meet the county needs; the county has the right to terminate this RFP process.
2. Contract Development: The proposal and all responses provided by the successful Proposer may become a part of the final contract.

The form of contract shall be Clark County's Contract for Professional Services.
3. Award Review: The public may view proposal documents after contract execution. However, any proprietary information so designated by the Proposer as a 'trade secret' will not be disclosed unless the Clark County Prosecuting Attorney determines that disclosure is required. At this time, Proposers not awarded the contract, may seek additional clarification or debriefing, request time to review the selection procedures or discuss the scoring methods utilized by the evaluation committee.
4. Orientation/Kick-off Meeting: Contract negotiations will be completed following the recommendation of the review committee. The intent is to complete negotiations by September 28, 2018. A kick off meeting will be held in October 2018.

Request for Proposal #742 Clark County Facilities Condition Assessment

Attachment A: COVER SHEET

General Information:

Legal Name of Applicant/Company/Agency _____

Street Address _____ City _____ State _____ Zip _____

Contact Person _____ Title _____

Phone _____ Fax _____

Program Location (if different than above) _____ Email address _____

Tax Identification Number _____

ADDENDUM:

Proposer shall insert number of each Addendum received. If no addendum received, please mark "NONE".

No. _____ Dated: _____ No. _____ Dated: _____ No. _____ Dated: _____

NOTE: Failure to acknowledge receipt of Addendum may render the proposal non-responsive.

→ Does the proposal comply with the requirements contained within the RFP?
A "No" response may disqualify the proposal from further consideration.

Yes No

→ Did outside individuals or agencies assist with preparation of this proposal?

Yes No (if yes, describe.)**

I certify that to the best of my knowledge the information contained in this proposal is accurate and complete and that I have the legal authority to commit this agency to a contractual agreement. I realize the final funding for any service is based upon funding levels, and the approval of the Clark County Councilors.

Signature, Administrator of Applicant Agency

Date

Vendor/Contractor:

To comply with RCW 41.32.765, are any of the employees who will be providing services under this contract, retired from a Washington State Retirement System using the 2008 Early Retirement Factor?

Yes No

If yes, please provide the name and social security number for each retiree to Clark County Purchasing.

Request for Proposal #742
Clark County Facilities Condition Assessment

Attachment B: LETTER OF INTEREST

Legal Name of Applicant Agency _____

Street Address _____

City _____ State _____ Zip _____

Contact Person _____ Title _____

Phone _____ Fax _____

Program Location (if different than above) _____

Email address _____

- All proposers are required to be included on the plan holders list. If your organization is NOT listed, submit the 'Letter of Interest' to ensure your inclusion.

In the body of your email, request acknowledgement of receipt.

Email Attachment B to: Koni.Odell@clark.wa.gov or Beth.Balogh@clark.wa.gov

Clark County web link:

<http://www.clark.wa.gov/general-services/purchasing/rfp.html>

This document will only be used to add a proposer to the plan holders list. Submitting this document does not commit proposer to provide services to Clark County, nor is it required to be submitted with proposal.

Request for Proposal #742 Clark County Facilities Condition Assessment

Proposals may be considered non-responsive if the Proposer is not listed on the plan holders list.

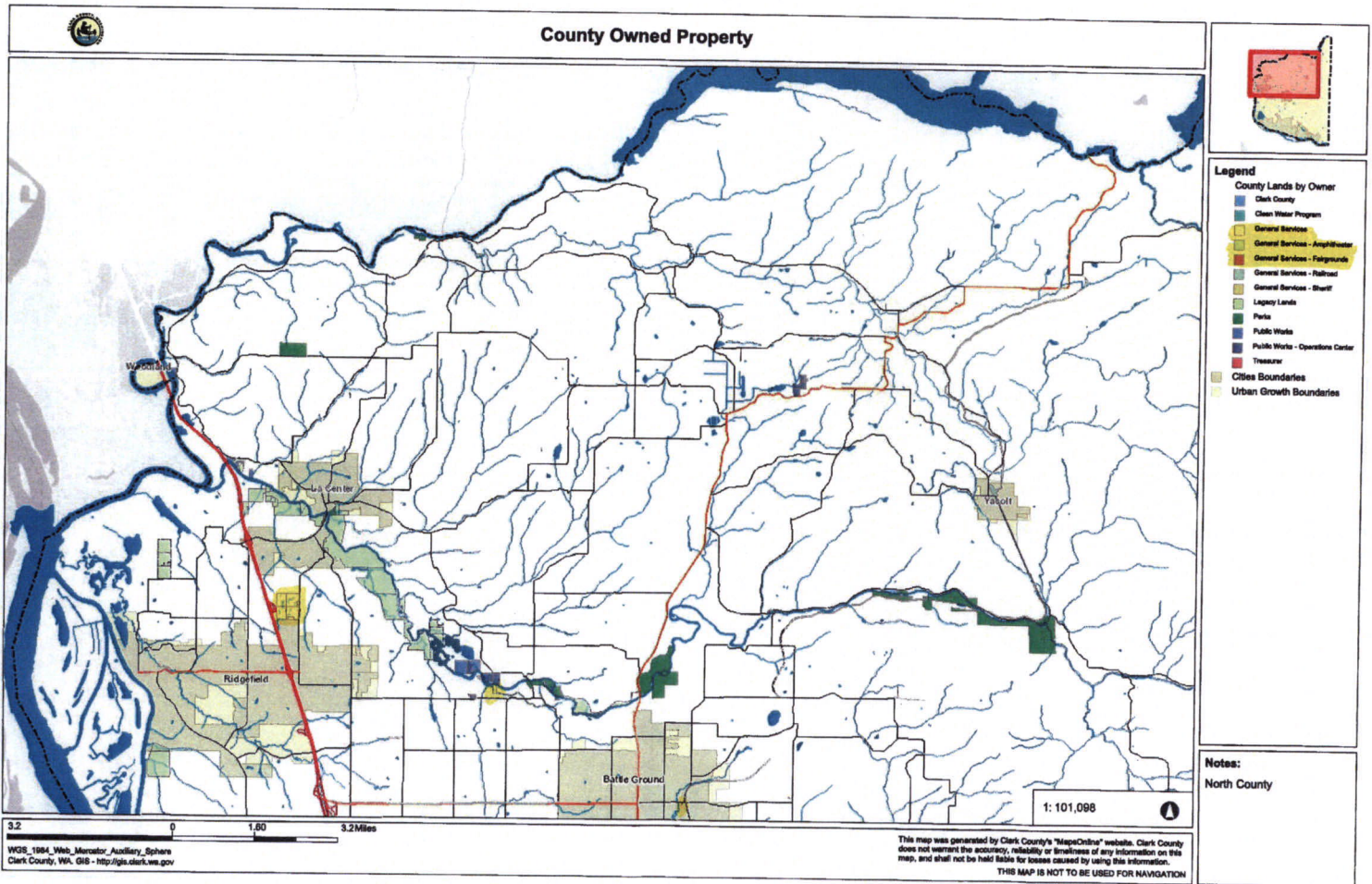
Attachment C: ADDITIONAL ATTACHMENTS

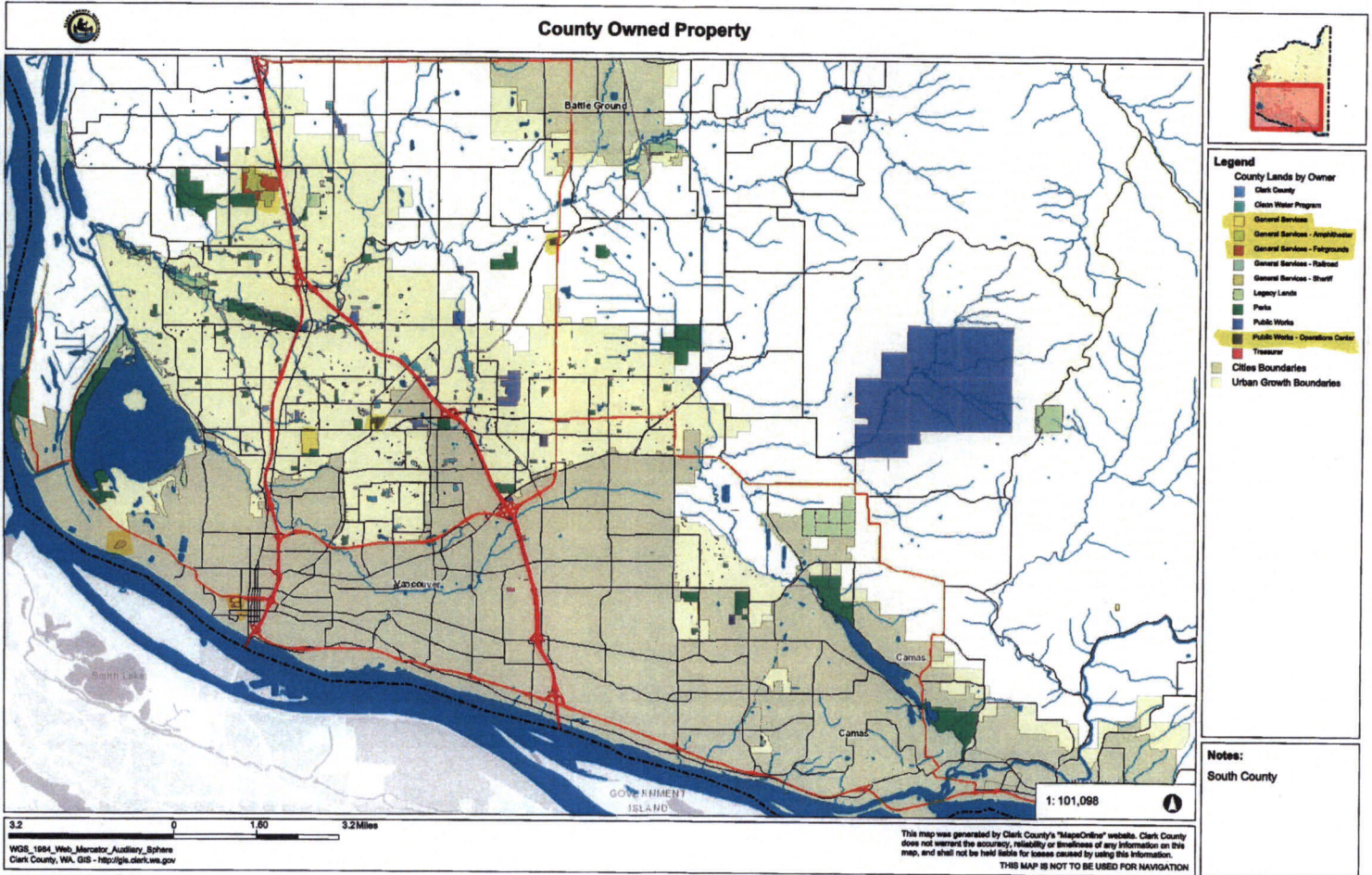
Clark County Facilities List

Clark County Facilities Maps

CLARK COUNTY
FACILITIES LIST

building	square footage	year built	type of structure	use	condition assessment available	plan sets
Fairgrounds	317,600		varies	recreation/farm		yes
Center for Community Health (CCH)	176,404	2006		office/medical		yes
Public Service Center (PSC)	159,376	2001	concrete, steel framing, metal decking	office	yes	yes
Corrections Justice Center	130,324	1983	concrete, masonry	jail	yes	yes
PSC Parking Structure	150,159	2001	cast in place concrete	parking structure	yes	yes
Jail Work Center	90,000	1999		jail/social services		yes
Courthouse	79,383	1940	concrete	courthouse	yes	yes
Juvenile Center	62,840	1950s	concrete, steel framing, masonry	jail	yes	yes
Pepsi Warehouse	58,596	1950s		warehouse		
Public Works 78th Street Complex	49,410		modular	public works	yes	yes
Dolle Building	40,000	1970s	concrete, light wood framed	office	yes	yes
Lewisville Park	31,490			park building		yes
Public Works 149th Street Complex	27,021			public works	yes	yes
Franklin Center	25,000	1910/1983	concrete, light wood framed, steel framing	office	yes	yes
CRESA	23,624	1994	concrete, masonry, steel framing, engineered wood	office/specialized	yes	yes
1408 Franklin	22,976		concrete, masonry, engineered wood	office	yes	yes
Washougal Towers Site	22,320			facility storage/land/CRESA tower		
Public Safety Complex(located at the fair)	20,000	2000		offices for sheriff and fire dept.		
Vancouver Lake	18,480			park building		yes
General Services Building	16,000	1960s	concrete, metal decking, engineered wood	office/warehouse	yes	yes
Camp Lewisville	11,060			park building		
Whatley Decant Facility	10,800			public works		yes
English Transfer Station	10,000			public works		
Death Investigations	9,300	1996rmdl	concrete, steel framing, light wood framed	office/specialized	yes	yes
Frenchman's Bar	9,112			park building		yes
Tri Mountain Golf Course	7,114			recreation		yes
Hazel Dell Park	6,864			park		
Kline Line (Salmon Creek)	6,753			park building		
English Site and Shed	6,000			public works		
North County Social Service Center	4,563			office		
Orchards	4,480			public works		
Daybreak	3,732			public works		
Mabry Complex (7)	3,696			public works		
Moulton Falls	3,601			park building		yes
Happa Park	3,163			park building		
Washougal Site and Shed	3,000			public works		
Lucia Falls	2,956			park building		
Daybreak Site and Shed	2,400			public works		
Finn Hill Site and Shed	2,400			public works		
Maple Site and Shed	2,400			public works		
Salmon Creek Site	2,400			public works		yes
Amphitheatre Pump Station	2,000			public works		yes
Livingston Radio Site and Shed	2,000			public works		
Drug Task Force	1,800			office		
Felida Park	1,500			park building		
English Pit Rifle Range	1,456			recreation		
Lacamas Lake	1,040			park building		
HB Fuller 134th Street (Park)	1,000			park building		
Downtown Fuel Island	880			fuel		yes
Lewisville Fuel Island	600			fuel		
Wolfe Creek Pump Station/99th St	25			public works		yes
Mountain View Pump Station	25			public works		
88th Street Pump Station	25			public works		
Harmony Sports Complex	10			park building		
Salmon Creek Pump Station		2012		public works		yes
Heritage Farm			varies	office/farm		yes





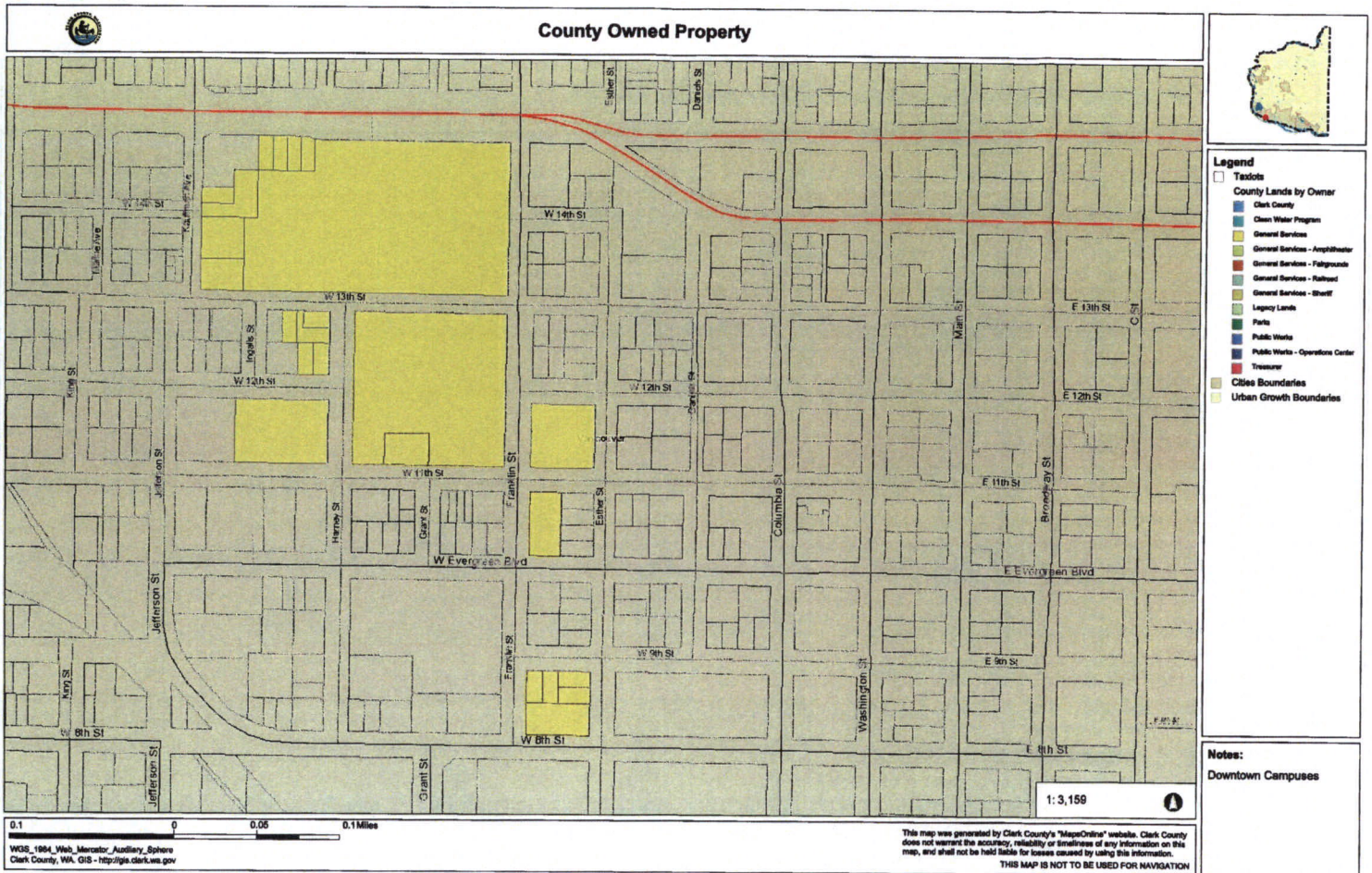
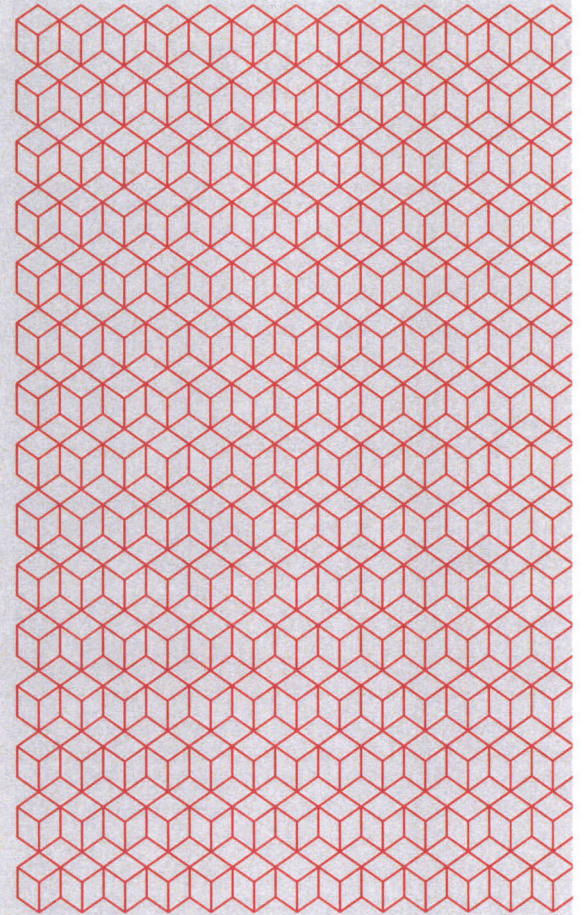


EXHIBIT C2



**CLARK COUNTY FACILITIES
CONDITION ASSESSMENT
REQUEST FOR PROPOSAL #742**

PREPARED FOR:
CLARK COUNTY

DATE OF ISSUE:
08 / 29 / 2018

MENG

ANALYSIS

August 29, 2018

Clark County, Office of Purchasing
P.O. Box 5000
1300 Franklin Street, 6th Floor, Suite 650
Vancouver, Washington 98660

RE: Clark County Facilities Condition Assessments

Dear Jean and Selection Committee Members,

We recognize that managing a facility portfolio as large and diverse as that of Clark County is a continuously active and challenging task. We understand that you need detailed, accurate data on the condition of your facilities so you can plan how best to serve the needs of Clark County both now and into the future. In order to support you in this effort, MENG Analysis has assembled an expert team of building surveyors and cost experts who are truly passionate about proactive facility planning and asset management.

Since 1985, MENG Analysis' mission has been to collect, analyze, and report credible data that informs strategic planning for a wide range of national and international clients. We have recently completed building condition assessments for Thurston County, Snohomish County, King County, Cowlitz County, and the Cities of Tacoma, Kirkland, Auburn, and Bainbridge Island. Our asset management findings help clients accurately plan for immediate and long-term facility improvements and carry the weight and credibility of our firm's long-standing reputation for quality analysis.

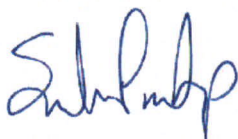
Many cities and counties are dealing with rapid population growth, shrinking budgets, and aging facilities, yet remain duty-bound to provide services on which the community depends. The data resulting from our FCA process will quantify and categorize your facility needs for both short-term maintenance, and long-term predictive expenditures for the next 5, 10, 20 or more years. We are certain that our team can provide you with crucial insights into your facility portfolio.

In addition to our highly-skilled in-house FCA team, we have included on our team a roster of trusted local engineers and specialty consultants, who will be at the ready to support our team if the need arises.

After reviewing our enclosed project approach, team member qualifications and calling our references, we are confident that you will concur that our capabilities match the needs of Clark County. Our number one goal is to give you the information you need to best manage your facility assets and serve the residents of Clark County. We look forward to supporting you in this forward-thinking project.

Sincerely,

MENG Analysis



Sarah Partap, VMA
Principal, Project Manager

VALUE ANALYSIS
CONSTRUCTABILITY
COMMISSIONING
FACILITY ASSESSMENT
PERFORMANCE ENGINEERING
COST ANALYSIS

1. COVER SHEET

Request for Proposal #742 Clark County Facilities Condition Assessment

Attachment A: COVER SHEET

General Information:

Legal Name of Applicant/Company/Agency EGM Inc., dba MENG Analysis

Street Address 2001 Western Avenue, Suite 200 City Seattle State Washington Zip 98121

Contact Person Sarah Partap Title Director of Operations, Principal

Phone 206-838-9797 Fax 206-587-0588

Program Location (if different than above) _____ Email address sarah@menganalysis.com

Tax Identification Number 91-1495533

ADDENDUM:

Proposer shall insert number of each Addendum received. If no addendum received, please mark "NONE".

No. 1 Dated: 8/23/18 No. _____ Dated: _____ No. _____ Dated: _____

NOTE: Failure to acknowledge receipt of Addendum may render the proposal non-responsive.

- Does the proposal comply with the requirements contained within the RFP?
A "No" response may disqualify the proposal from further consideration.
 Yes No
- Did outside individuals or agencies assist with preparation of this proposal?
 Yes No (if yes, describe.)**

I certify that to the best of my knowledge the information contained in this proposal is accurate and complete and that I have the legal authority to commit this agency to a contractual agreement. I realize the final funding for any service is based upon funding levels, and the approval of the Clark County Councilors.

Signature, Administrator of Applicant Agency

08/29/18
Date

Vendor/Contractor:

To comply with RCW 41.32.765, are any of the employees who will be providing services under this contract, retired from a Washington State Retirement System using the 2008 Early Retirement Factor?

Yes No

If yes, please provide the name and social security number for each retiree to Clark County Purchasing.

2. PROJECT TEAM

Project Team

Our field assessment team leaders will be:

- Doug Smith as Lead Mechanical, Electrical, and Plumbing (MEP) Assessor,
- Timothy Buckley as Lead Civil, Structural, and Architectural (CSA) Assessor,
- and Matt Lersch as Lead Cost Estimator.

Depending on the approach the County prefers, our in-house FCA experts can each lead multidisciplinary teams simultaneously to cover more ground and assess more facilities per day. If certain areas require more detailed analysis, we have a cadre of engineers and specialty consultants at the ready to support our core team.

In the organizational chart, we have listed supporting subconsultants for each discipline to provide assistance if certain areas require more technical support. These subconsultants can also be deployed on teams led by our lead team members. We have specifically selected highly qualified subconsultants in Clark County and Portland to quickly assist with the assessments when needed. These professionals have local knowledge and are close in proximity to the county facilities, minimizing travel time. We have also listed subconsultants who would be qualified to provide the potential future phases of work listed by the County in the RFQ.

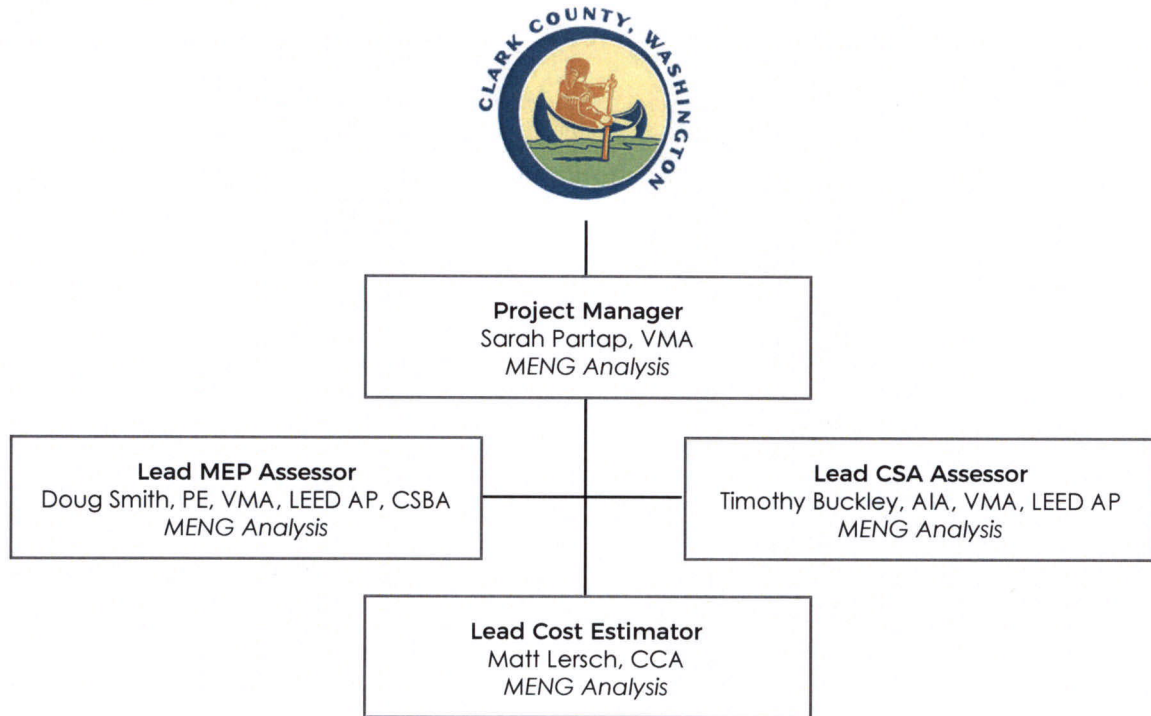
All MENG Analysis team members and subconsultants are ready to dedicate the necessary time to this project until completion. Having multiple subconsultants on our team helps alleviate schedule coordination issues and allows us to be flexible with our approach to complete the project at your pace.

Past Experience Working Together

Prior to joining MENG Analysis as a Principal in 2017, Timothy Buckley worked in Clark County since 1995. He practiced architecture with LSW Architects, PC for 12 years, and then started his own firm, Greenstone Architecture, PLLC in 2007. Timothy has worked for many of the largest public sector clients in the area, including Clark County, the City of Vancouver, Vancouver Public Schools, Clark College, and WSU Vancouver.

Over the course of this experience, Timothy has gained extensive project management experience and has a history of working directly with our entire proposed team of subconsultant staff and companies (Harper Houf Peterson Righelis [HHPR], Interface Engineering, Johansson Architects, Kramer Gehlen & Associates [KGA], MKE & Associates, and Robertson Engineering) on many different projects throughout the county and beyond for the past 23 years.

Team Organization Chart



FCA Support Team

<p>Civil Assessment Rob VanderZanden, PE HHPR</p> <p>Chris Robertson, PE Robertson Engineering</p>	<p>Structural Assessment Steve Entenman, PE, SE HHPR</p> <p>Mark Hughes, PE, SE Kramer Gehlen Associates</p>	<p>Electrical Assessment Steve Lockhart, PE MKE & Associates, Inc.</p> <p>David Chesley, PE, RCDD, LEED AP Interface Engineering</p>
<p>Mechanical Assessment Steven Dacus, PE, LEED AP Interface Engineering</p>	<p>Architectural Assessment Karl Johansson, AIA, NCARB Johansson Architects</p>	

Optional Future Phases of Work

<p>Infrared Assessment MENG Analysis</p>	<p>ADA Assessment Johansson Architects</p>	<p>Space Analysis and Optimization Johansson Architects</p>
<p>Seismic Evaluations Kramer Gehlen & Associates</p>	<p>Wayfinding Signage Johansson Architects</p>	

3. MANAGEMENT APPROACH

Project Management

How We Work with You

Our proposed Project Manager, Sarah Partap, believes that the foundation of any successful project is open communication and clear expectation setting. As your main point of contact, Sarah will work collaboratively with the County to establish a realistic and mutually agreed upon schedule and budget. She will ensure that the FCA consultant team remains on schedule for the duration of the project and will be the primary person in charge of the FCA team.

Sarah will also coordinate with the County on a weekly basis providing updates on the survey team's progress. If unforeseen issues arise at any point in the project, Sarah will proactively communicate with the County and work to find an agreeable solution.

How We Manage Our Internal Team

In addition to the kickoff meeting with Clark County, we will also conduct an internal kickoff meeting to review and confirm everyone's role on the project. We go through each major task and identify who is responsible, and when it must be complete. We will build the framework of our database in advance, and check that it is fully functional before going out in the field.

When utilizing subconsultant team members in order to meet an accelerated schedule, MENG Analysis will train each team member on scoring criteria and definitions before field surveys begin. The survey team participates in example scoring scenarios to ensure scoring consistency across disciplines when the team is out in the field. Every subsystem has a predefined scoring definition, which ensures consistency of scoring across facilities and between surveyors.

While in the field, the survey team meets at the start of each survey day to review the day's agenda and survey plan. The field team leader oversees subconsultant team members for the duration of the field work. These subconsultants are working directly with MENG Analysis experts who review their write ups. Each subcontractor has clear instructions and a set not-to-exceed budget.

While the team is surveying, if they do not have time to come into the office, Sarah will conduct a brief daily check-in call to make sure they are on track.

How We Stay on Time and on Budget

Sarah has a master's degree in business administration and is highly experienced in tracking project budgets. After being awarded a project we negotiate a detailed scope and budget that is mutually agreeable. We outline our tasks and subtasks in detail. With our many years of FCA experience, we have an excellent understanding of the level of effort required for all FCA scope elements. We suggest approving a management reserve fund (typically 10%) at project inception that is only accessible with written request – simplifying the need for possible future scope increases for both parties.

Similarly, at the beginning of the project we will review all the desired scope elements and prepare a draft schedule. If the schedule needs to be accelerated, we can deploy simultaneous inspection teams. Depending on the schedules and speed of responsiveness of the County, we can also be flexible on the duration of the preparation and reporting phases, in addition to the field survey phase.

4. RESPONDENT'S CAPABILITIES

About MENG Analysis

For over 30 years, MENG Analysis has specialized in independent quality and cost performance services. We provide independent reviews of award-winning, technically innovative projects for public, private, and institutional clients worldwide, contracting directly with owners when impartial perspectives are important. MENG Analysis specializes in facility condition assessment (FCA), value engineering, constructability reviews, commissioning, cost analysis, and performance engineering

Having completed more than 1,500 research studies, we continually set a high standard for innovative, cost-effective, and function-based research and analysis. By tailoring our services to each client's needs, we consistently achieve the highest margin of value for project budgets, processes, and designs.

The Pacific Northwest FCA Experts

Our expertise, extensive professional consultant network, and custom FCA database is unparalleled to our competitors. You will work with a team that has performed 75 FCAs in service to public and private agencies in the Pacific Northwest — including cities, counties, state government, K-12 school districts, and higher education institutions. We understand the importance of making the most efficient use of your funds through proactive asset management, allowing Clark County to responsibly plan for a future capital improvements plan.

Consistent & Credible Cost and Construction Data

You will work with a team of local experts who understand the uniqueness of the Pacific Northwest construction market. Our broad range of analysis services provide key local cost insights. Our credibility is proven by our extensive list of clients, including your peers — government agencies at the federal, state, county and municipal levels.

The MENG Analysis Facilities Database

You will work with a team that has created a proprietary database for all your condition data that we provide **free of cost to you**. Our *Facilities Database* is Pacific Northwest-based, which will provide the County more reliable and meaningful data. Our database is compatible with the County's existing TMA Systems Maintenance Management Software, making the usability and analysis of the data easy for County staff.



Our Team's Facility Condition Assessment Experience

75

TOTAL
FCAs

57

PUBLIC
CLIENTS

18

PRIVATE
CLIENTS

13

REPEAT
CLIENTS

Project	Date	Number of Facilities
City of Bainbridge Island FCA	2018	20
King County FCA Update	2018	10
City of Tacoma FCA Update	2018	50
Ben Franklin Transit FCA	2018	10
City of Kirkland FCA	2018	1
Carnation Farms FCA	2017	41
Pierce County FCA	2017	114
City of Auburn FCA	2017	13
City of Tacoma FCA	2017	50
Chimacum School District FCA	2017	11
Puget Sound Energy Operations Buildings FCA	2017	3
King County FCA	2016	29
Whatcom County Jail FCA	2016	2
Thurston County FCA	2016	23
Snohomish County FCA	2015	35
Cowlitz County FCA	2015	12
Clover Park School District FCA	2015	33
Western Washington University Student Housing FCA	2015	60
WSOFM Statewide Higher Education Compareable Framework FCA	2015	40
Northshore School District FCA	2015	12
Tukwila School District FCA	2015	8
University Place School District FCA	2015	10
Central Kitsap School District FCA	2014	24
Seattle Public Schools FCA	2014	152
Willamette View Retirement Center FCA	2014	15
City of Redmond FCA	2013	22
City of Olympia FCA	2013	17
Carbonda School District Pre-Disaster Mitigation Plan and FCA	2013	6
City of Lynnwood Recreation and Pool Center FCA	2013	1
Lake Washington School District FCA	2013	13
Shoreline School District FCA	2013	19

FCA Experience

MENG Analysis has extensive experience performing FCAs and other related consulting services for municipal and local government clients. The projects to the left are FCAs we have completed in the past five years for public and private clients across the state.

The majority of our work serves public agencies, including cities, counties, public utilities, state agencies, K-12 school districts, and higher education institutions. We understand the importance of making the most efficient use of public funds and promoting proactive asset management to responsibly plan for future facility improvement expenditures. MENG Analysis helps agencies maximize the value and life of each facility while considering safety and identifying opportunities that can save money in design, construction, maintenance, and operations costs.

MENG Analysis has assessed wide array of facilities for cities and counties in the Northwest, including:

- Fire stations
- Police stations
- Jails
- Courthouses
- Municipal buildings
- City Halls
- Public works storage facilities
- Fueling stations and buildings
- Administrative buildings
- High-rise buildings
- Libraries
- Aquatic Centers
- Parks, fairgrounds, and recreation centers
- Other associated city and county facilities

FCA Standards

Our Facility Condition Assessments are compliant with industry standards, including:

- GASB 34
- ASTM E2018-15

Reference Projects

Cowlitz County FCA

LOCATION	FACILITIES	SITES	DATE
Cowlitz Co., WA	13	10	2015



MENG Analysis completed a FCA for Cowlitz County that included multi-disciplinary condition assessment of 13 County facilities for architectural, mechanical, electrical, and site/civil facility systems. The facilities included administration buildings, courthouses, jail and juvenile justice centers, maintenance facilities, conference center, and visitor center. The assessments were based on observable (no destructive testing) conditions of building systems. The FCA reported Observed Deficiencies for major maintenance with estimated raw costs (e.g., labor and materials) greater than \$5,000 on a six-year basis and predicted renewals on a 20-year basis.

MENG Analysis also conducted an assessment of current and projected future operational space needs. The team developed recommendations for the most effective space allocation and utilization by County departments, and the most efficient use of County resources to meet future facility requirements.

Project team members: Doug Smith



REFERENCE CONTACT :

Dwight Herron, Project Coordinator
360.577.3174
herrond@co.cowlitz.wa.us

Thurston County FCA

LOCATION	FACILITIES	SITES	DATE
Thurston Co., WA	23	14	2016



Thurston County engaged MENG Analysis to conduct Facility Condition Assessments of 23 county-owned, operated, and managed facilities. The purpose of this FCA was to assist county staff and leadership in more proactive management of the county's facility assets, including planning and budgeting for short-term correction of Observed Deficiencies, and long-term major maintenance Predicted Renewals. The FCA report also included an inventory list of maintainable equipment installed in the surveyed facilities.

Project team members: Doug Smith and Sarah Partap



REFERENCE CONTACT :

Julie Deruwe
360.867.2944
deruwej@co.thurston.wa.us

City of Tacoma FCA

LOCATION	FACILITIES	SITES	DATE
Tacoma, WA	50	48	2009-2018



To support the City of Tacoma in capital planning & budgeting, MENG Analysis was contracted to complete a thorough condition survey of City-owned facilities and sites. The MENG Analysis team quantified maintenance backlog items and costs (Observed Deficiencies), and used customized cost models to predict future capital costs over a 20-year horizon (Predicted Renewals). The team also made note of "Opportunities" to improve the user experience, save energy, and increase system and building longevity. MENG Analysis completed a full FCA for the City fo Tacoma in 2009, and provided FCA Updates for additional buildings in 2012, 2016, 2017, and 2018.

Project team members: Doug Smith, Timothy Buckley, Matt Lersch, and Sarah Partap



REFERENCE CONTACT :

Josh Clarke, Project Manager
253.591.5395
jclarke@cityoftacoma.org

5. PROJECT APPROACH AND UNDERSTANDING

Project Approach

Having successfully completed 75 local FCAs, the MENG Analysis approach has been tested and refined over time. Our approach is defined by three core phases: preparation, condition surveys, and reporting. Within these phases we customize our approach to align with your priorities and systems.

Phase I - Project Setup, Data Collection and Preparation

The highlights of our preparation phase include:

- Kickoff Meeting - Work collaboratively with County staff to establish project goals, detailed scope, and overall project schedule.
- Data Review and Consolidation - An input meeting will take place to gather background information to inform the survey team of facility and equipment inventory details, and enable County staff to give insights on the facility. The information gathered will include facility drawings & site plans, photos, work order documentation, and historic energy use data if available.
- O&M Questionnaires - We distribute operations & maintenance questionnaires to maintenance staff to collect data on known issues and recently completed work. This allows facilities and maintenance staff to transmit key anecdotal data directly to our survey team.
- Schedule and Access Planning – We will confirm the schedule and our access plan to the facility, and complete any necessary security screenings. Our team is comfortable working alongside a staff escort or independently depending on the County's preference.
- Database Setup – We create a customized Facilities Database to organize and report the data gathered by surveyors. Our Microsoft Access based Database can easily be exported into Excel for the County.

Phase II - Facility Analysis

During the facility assessments phase, our main goal is to record accurate condition data. Highlights of this phase include:

- Streamlined Team - For this project, we anticipate using three lead surveyors, including Doug Smith as Lead Mechanical, Electrical, and Plumbing (MEP) Assessor, Timothy Buckley as Lead Civil, Structural, and Architectural (CSA) Surveyor, and Matt Lersch as Cost Estimator. Our in-house FCA experts can lead multiple field survey teams simultaneously to cover more ground and assess more facilities per day, increasing productivity without adding time to the project. If certain areas require more detailed analysis, we have a cadre of engineers and specialty consultants at the ready to support our core team.
- Scoring - Each system is described given a simple 1-5 score with a short comment describing the condition of that system. The team also notes specific Observed Deficiencies (ODs) with supporting photographs and their associated costs to correct them. Our cost estimates are broken down into two categories, Observed Deficiencies (ODs) and Predicted Renewals (PRs). ODs are short term deficiencies that will need repair or replacement within five years. PRs identify upcoming capital costs for major renewals or replacements over the next 10 years or more.
- Easy to Understand Metrics - Once every system is scored, these scores are compiled to create a Weighted Average Condition Score (WACS). The total deferred maintenance at each facility, also known as Backlog of Maintenance & Repair (BMAR) is divided by the facility's Current Replacement Value (CRV) to get a Facility Condition Index (FCI).

Facility Summary								
Chimacum School District Chimacum Main Campus Chimacum Elementary Building 300						81 West Valley Road Chimacum, WA 98325		
Facility Components								
Systems			Original System Date	Last Major System Renewal	Cond. Score	Subsequent Renewal/Revised Life - Yrs	Surveyor/ Survey Date	Comments
D Services						3.3		
Plumbing								
D2030	Sanitary Waste		1948	1981	3		DCS 05/11/17	Cast iron waste piping in fair condition with several slow draining fixtures. Each vent to roof includes a Studor Island vent device plus custom cover, some which as missing or damaged.
D2040	Rain Water Drainage		1948	1981	4		DCS 05/11/17	Roof drains to downspouts to drywells, backing up, ponding on roof, with drywells backing up causing wet sidewalks in multiple locations.

EXAMPLE: SYSTEM -LEVEL DESCRIPTIONS AND SCORING

Phase III - Reporting and Final Documentation

The goals identified at the project's start form the framework for the draft and final FCA reports. These reports include the following content:

- Executive Summary - Providing an overview of the process, highlighting key findings & scores, and presenting an overview of costs.
- Observed Deficiency Summary - Presenting the top OD costs by year, system, and other possible configurations that are useful for the County.
- Predicted Renewal Summary - Presenting the projected costs for maintenance for all the structures and site infrastructure for the next 20 years or more.
- Facility Condition Detailed Assessments - Including subsystem descriptions, scores, and details of observed deficiencies with photographs and estimated costs for remediation.

We leverage a wealth of local cost data to inform our FCA cost models. We also customize our models to match the types of buildings in your portfolio, and use them to predict realistic ongoing maintenance costs.

- Presentation - At the end of the project, we will present our findings in-person to the County and issue a detailed final report incorporating comments from your staff.

Key Issues and Challenges

Compatibility and Accessibility of Data

The purpose of this FCA is to gather detailed information that can be used to inform future master planning and capital project budgeting decisions. To be useful, the data must be easy to access, manipulate, and report on. The MENG Analysis Facilities Database is our proprietary tool which we provide to FCA clients at **no additional cost**. From our database, you can easily export your data into CSV or MS Excel formats that can then be uploaded to other programs, such as TMA. For visual reporting, our database can be linked directly to programs like Tableau for creating interactive dashboards and summary graphics. Photos that are linked within the database are also accessible outside the database, making them simple to add to reports and presentations.

Many of our competitors' software programs can be complex to operate and expensive to maintain, with contracts and licensing fees. Our goal is to streamline your reporting process, not make it more cumbersome by having our clients beholden to annual access and maintenance fees.

Data Quality, Consistency, and Accuracy

When working with a facility portfolio as large and diverse as that of Clark County, it is imperative that the FCA team have a rigorous process of data documentation and organization. Many teams want to get out in the field as soon as possible, but through our years of FCA experience, we know that the best project outcomes result from excellent preparation. During the preparation stage, we take the time to understand the maintenance history, function, and physical details of each facility. We review work orders, talk to maintenance staff, explore county records, and even scout facilities in advance to make sure that the inventory information and nomenclature is specific and correct. By clarifying details and expectations up front, we avoid lengthy and messy editing processes. We take time to understand your goals, needs, hot-button issues, and other important factors that influence project success. We want to know the questions you need answered before we gather field data. Instead of feeding a generic set of data points into a boilerplate report, we customize our data collection and organization to best suit the County's needs and desired outcomes.

Meeting Schedule and Budget Needs

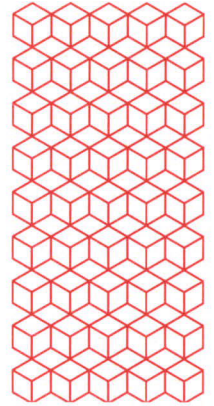
In a large & detailed project such as this FCA, it is important that your consultant team remain flexible to accommodate your required scope, schedule, and budget.

To keep up with a fast-paced schedule, we have the capability to deploy two simultaneous survey teams. To accommodate your budget, we can phase the FCA into critical facilities (to complete first) and standard facilities (to complete later). Depending on your desired level of scope and detail, we can add enhanced FCA tasks such as mechanical equipment inventory or infrared thermographic building envelope inspection.

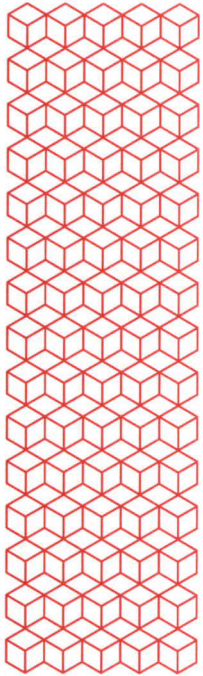
Collaboration is one of our core values, and we will work together with the County to establish a mutually agreeable schedule, level of detail, and budget.

APPENDIX

- A - Lead Personnel Resumes
- B - Subconsultant Resumes



APPENDIX A - LEAD PERSONNEL RESUMES



Project Manager

Sarah Partap, VMA

Principal | Director of Operations
MENG Analysis

Sarah has 10 years of project management experience in the engineering consulting industry. Her MBA studies focused on leadership and team building strategies, which she uses to keep the MENG Analysis team on schedule and within budget. Sarah also manages the MENG Analysis administrative staff, the office workload schedule, and contracts. She has managed large-scale projects for clients such as Thurston County, Puget Sound Energy, and King County.



Relevant Experience

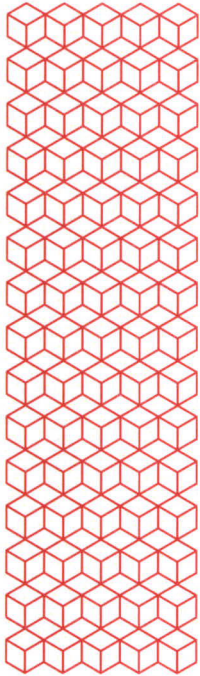
- King County Facility Management Division, Facility Condition Assessment; King County, WA
- Thurston County Facility Condition Assessment; Thurston County, WA
- City of Tacoma Facility Condition Assessment; Tacoma, WA
- City of Auburn Municipal Airports Facility Condition Assessment; Auburn, WA
- Puget Sound Energy I-90 Technology Center Facility Condition Assessment; Snoqualmie, WA
- Puget Sound Energy Parkland Creek Facility Condition Assessment; Seattle, WA
- City of Bainbridge Island Facility Condition Assessment; Bainbridge Island, WA
- City of Kirkland Parking Garage Facility Condition Assessment; Kirkland, WA
- Ben Franklin Transit Facility Condition Assessment; Richland, WA
- Carnation Farms Facility Condition Assessment; Carnation, WA
- Chimacum School District Facility Condition Assessment; Chimacum, WA
- Clover Park School District Facility Condition Assessment; Lakewood, WA
- Western Washington University Student Residential Buildings Facility Condition Assessment; Bellingham, WA

Education

MBA, Seattle University; Leadership Certification, Seattle University; BA, Honors History and French, University of Washington

Registration

Value Management Associate (SAVE International)

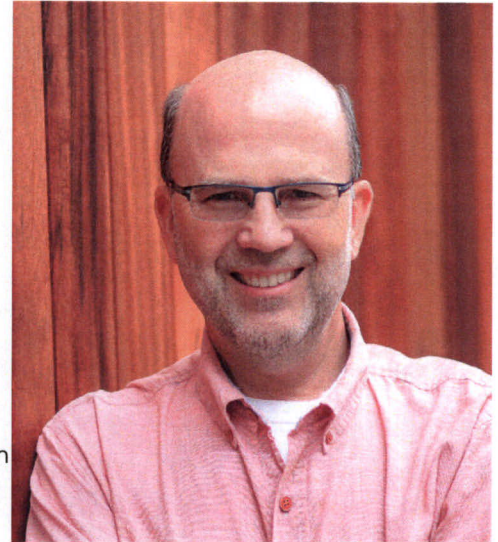


Lead MEP Assessor

**Doug Smith, PE, VMA, CCP,
LEED AP, CSBA**

Principal | Director of Engineering
MENG Analysis

Doug's role includes the assessment of mechanical/HVAC, electrical, and plumbing systems. With more than 30 years of mechanical engineering experience, Doug brings strong expertise with all plumbing and fire protection systems, HVAC equipment, and controls for a wide variety of building types including: educational facilities, transportation and vehicle maintenance buildings, fire stations, warehouses, jails, police stations, and office buildings. Doug also provides quality control reviews of data reports to confirm consistency of building and system condition ratings and costs.



Relevant Experience

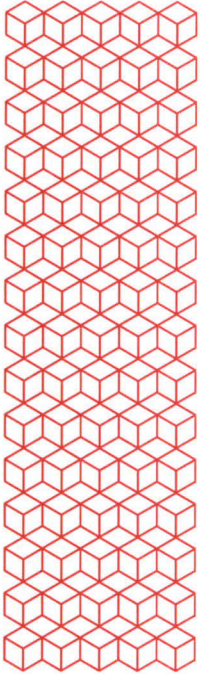
- City of Olympia Facility Condition Assessment; Olympia, WA
- Pierce County Facility Condition Assessment; Tacoma, WA
- King County Facility Management Division, Facility Condition Assessment; King County, WA
- Thurston County Facility Condition Assessment; Thurston County, WA
- Snohomish County Facility Condition Assessment; Snohomish, WA
- Cowlitz County Facility Condition Assessment; Cowlitz, WA
- City of Tacoma Facility Condition Assessment; Tacoma, WA
- City of Auburn Municipal Airports Facility Condition Assessment; Auburn, WA
- Puget Sound Energy I-90 Technology Center Facility Condition Assessment; Snoqualmie, WA
- Puget Sound Energy Parkland Creek Facility Condition Assessment; Seattle, WA
- City of Bainbridge Island Facility Condition Assessment; Bainbridge Island, WA
- City of Kirkland Parking Garage Facility Condition Assessment; Kirkland, WA
- Ben Franklin Transit Facility Condition Assessment; Richland, WA
- Carnation Farms Facility Condition Assessment; Carnation, WA
- Seattle Public Schools Facility Condition Assessment; Seattle, WA

Education

BS, General Engineering, US Naval Academy; MBA, Technology Management, City University Seattle

Registration

Professional Engineer - Washington; Value Management Associate (SAVE International); Certified Commissioning Professional; LEED Accredited Professional; Certified Sustainable Building Advisor



Lead CSA Assessor

**Timothy Buckley, AIA, VMA,
LEED AP**

Principal | Director of Value Services
MENG Analysis

Timothy will be responsible for the civil, structural, and architectural assessments for this project. Prior to joining the principal team at MENG Analysis, Timothy served on studies with MENG Analysis for over a decade. He has more than 25 years experience with architectural services, including 10 years with his own firm. Prior to establishing Greenstone Architecture in 2007, Timothy established his reputation for award winning design and customer service for over 14 years with two of Southwest Washington's largest architectural firms. Timothy has also been recognized for his knowledge specialty in high performance and green building.



Relevant Experience

- City of Tacoma Facility Condition Assessment; Tacoma, WA
- City of Auburn Municipal Airports Facility Condition Assessment; Auburn, WA
- Puget Sound Energy I-90 Technology Center Facility Condition Assessment; Snoqualmie, WA
- City of Kirkland Parking Garage Facility Condition Assessment; Kirkland, WA
- Ben Franklin Transit Facility Condition Assessment; Richland, WA
- Waste Water Treatment Plant Office Addition; Washougal, WA*
- City of Washougal Engineering Department Office Renovation Feasibility Study; Washougal, WA*
- City of Washougal Water Department Office Existing Facility Condition Assessment and Feasibility Study; Washougal, WA*
- City of Washougal Community Center Remodel; Washougal, WA*
- City of Vancouver Section 30 Master Planning; Vancouver, WA*
- Department of Licensing office, and Washington State Patrol Vehicle Inspection Facility; Vancouver, WA*

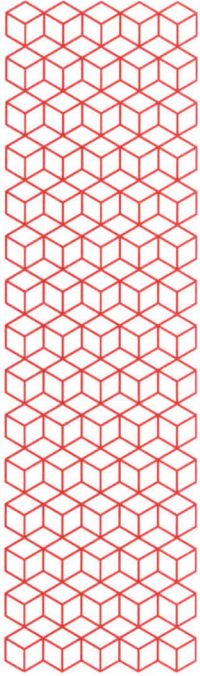
* - Projects completed while at previous firm

Education

BA, Architecture, Washington State University; BS, Architectural Studies, Washington State University

Registration

Architect - Washington and Oregon; NCARB Certified; Value Management Associate (SAVE International); LEED Accredited Professional; OSPI Building Condition Assessment



Cost Estimator

Matt Lersch, CCA

Construction and Cost Manager
MENG Analysis

Matt will be the cost estimator for the Clark County FCA. He has over 20 years of construction experience ranging from field work to owner representation. He has project experience in land development, retail builds and remodels, large commercial projects, and project management. His owner's representation work included financial cost/benefit analysis, change order control, and pay application review. He is currently pursuing a master's in real estate finance and understands the market which will be beneficial for the facility needs assessment portion of the project. Matt is also a managing member of a private equity group which requires him to analyze a variety of project types and sizes, and understand construction costs in unique geographic markets.



Relevant Experience

- King County Facility Management Division Facility Condition Assessment; King County, WA
- City of Tacoma Facility Condition Assessment; Tacoma, WA
- City of Bainbridge Island Facility Condition Assessment; Bainbridge Island, WA
- City of Kirkland Parking Garage Facility Condition Assessment; Kirkland, WA
- Ben Franklin Transit Facility Condition Assessment; Richland, WA
- Wood Partners 3rd & Cedar Alta by Dimension Cost Estimate; Seattle, WA*
- West 77 Partners/Wasatch Hilton Garden Inn Cost Estimate; Bellevue, WA*
- Wood Partners Waller Park Cost Estimate; San Francisco, CA*
- Whittaker FauntLeroy Mixed-Use Cost Estimate; Seattle, WA*
- Highland Park Townhomes Cost Estimate; Seattle, WA*
- 9th Avenue South West Townhomes Cost Estimate; Seattle, WA*

* - Projects completed while at previous firm

Education

MS, Forensic Accounting, Florida Atlantic University; BS, Finance, University of Phoenix

Registration

Certified Construction Auditor; Level II Infrared Technician (ITC)

APPENDIX B - SUBCONSULTANT RESUMES

Rob VanderZanden, PE

Civil Engineer | HHPR

Rob is a senior project managing engineer who brings 40 years of experience in public and private sector engineering and project management to his clients. He served as Public Works Director for the City of Woodland, Washington for 11 years and during that time he was responsible for managing the City's infrastructure including water, sewer, and street systems. Rob has extensive experience with planning, design, and construction of utility system improvements for cities, towns, and districts in Washington.

Experience

- Clark Public Utilities NE 10th Avenue Watermain; Vancouver, WA
- Clark Public Utilities NW 78th Street Transmission Main Installation; Vancouver, WA
- Paradise Point Well Field and Treatment; Battle Ground, WA
- Washington DNR – Castle Rock Dispatch Septic System Replacement; Castle Rock, WA
- WSDOT Gee Creek Rest Area RV Dump Rehabilitation
- SR 502 Water Main Installation; Ridgefield, WA
- 38th Ave. Water and Sewer Improvements; Camas, WA
- City of Woodland Industrial Area Wastewater System Planning and Design; Woodland, WA
- Fruit Valley Transmission Main; Vancouver, WA
- 219th Street Intertie and Pump Station; Battle Ground, WA
- NE 11th Street Transmission Main Water Station #5 to Cascade Park, Vancouver, WA
- City of Longview Sanitary Sewer Basin Rehabilitation; Longview, WA
- 4th Street (Elm to Geranium Street), Kalama, WA
- Taylor Road Reservoir and Pump Station Improvement, Kalama, WA
- DST 12 Transmission Main Water Station #5 to Cascade Park; Vancouver, WA

Education

BS, Civil Engineering, Oregon State University

Registration

Professional Engineer - Washington and Oregon

Chris Robertson, PE

Civil Engineer | Robertson Engineering

Chris has broad public works experience in Southwest Washington, including projects in Clark, Cowlitz, and Lewis Counties. Projects include fire stations, bridge replacement, street projects, public works maintenance facilities, water transmission and distribution mains, storm drainage and flow control facilities, and many others. He is the founder and owner of Robertson Engineering based in Vancouver. He has provided engineering planning, design, and construction-related services for all aspects of site development and public works.

Experience

- Evergreen Public Schools, Pavement Assessment – Facility Group 1; Vancouver, WA
- Clark County Fire Dist. 13 Station 1 Classroom; Yacolt, WA
- Firstenburg Community Center Pavement Rehabilitation; Vancouver, WA
- Clark Public Utilities Jones Booster Station; Clark County, WA
- City of Vancouver Operations Center West Lot; Vancouver, WA
- Evergreen School District Pavement Rehabilitations; Vancouver, WA
- Evergreen School District Transportation Facility Site Improvements; Vancouver, WA
- Ridgefield 5-8 School; Vancouver, WA
- Jemtegaard K-8 School; Washougal, WA
- Lacamas Heights Elementary School.; Camas, WA
- Crestline Elementary School Replacement; Vancouver, WA
- Image Elementary School Site Rehabilitation; Vancouver, WA

Education

BS, Civil Engineering, Portland State University

Registration

Professional Engineer - Washington

Steve Entenman, PE, SE**Structural Engineer | HHPR**

With over 40 years of structural engineering experience, Steve has provided structural engineering services from design inception through construction completion for a wide variety of projects of all types and sizes. He has provided his expertise for large medical facilities, military aircraft facilities, commercial, industrial, institutional, renovation, and residential buildings. Public projects have included retaining structures, wharfs, bridge structures, hydraulic structures, athletic fields, and art structure projects. Steve has performed building evaluations for public and private clients across Oregon. He has completed written evaluations for existing building renovations and upgrades using current International Building Code requirements, the International Code for Building Conservation, FEMA criteria, ASCE 31, and ASCE 41 Guidelines.

Experience

- Gresham-Barlow School District Powell Valley Elementary School Evaluation; Gresham, OR
- Tamarack Apartment Facility Seismic Upgrade Evaluation; Portland, OR
- Camelia Court Apartment Facility Seismic Upgrade Evaluation; Portland, OR
- Winchell Court Apartment Facility Seismic Upgrade Evaluation; Portland, OR
- Butte Hotel Building Evaluations; Portland, OR
- Catlin Gabel School Buildings, Portland, OR
- Portland Public School District Administrative Buildings Evaluations, Portland, OR
- David Douglas School District No. 40, Portland, OR
- Reynolds School District Buildings; Troutdale, OR
- Liberty Theater Building, Oregon City, OR
- Errol Heights Park Buildings, Portland, OR
- O'Bryant Square Parking Structure, Portland, OR
- Building 11 GaPac Camas Mill, Camas, WA
- Hoodland Community Center, Welches, OR

Education

BS, Civil Engineering, Oregon Institute of Technology

Registration

Structural Engineer - Washington, Oregon, and California

Mark Hughes, PE, SE**Structural Engineer | Kramer Gehlen & Associates**

Mark has over 30 years of experience in structural engineering for facilities constructed with steel, concrete, masonry, and wood. Sustainable design practices have been incorporated into many of these projects. As project manager, Mark has creatively developed cost-effective, versatile structural system solutions that meet critical program demands. His knowledge of intricacies of public facilities, working relationship with local officials, and commitment to maintaining a high quality of engineering standards will benefit any design team.

Experience

- Oregon State Fairgrounds Facilities Upgrade; Salem, OR
- Kelso School District FCA; Kelso, WA
- Franz Bakery Seismic Evaluation; Portland, OR
- Zaepful Stadium Evaluation; Yakima, WA
- Marshall Elementary School Seismic Evaluation; Vancouver, WA
- BPA Malin Maintenance Headquarters Addition; Portland, OR
- City of Longview Police Station Parking Garage Structural Evaluation; Longview, WA
- City of Longview Public Works Maintenance Facility; Longview, WA
- Port of Longview EGT Export Grain Terminal; Longview, WA
- Cowlitz County PUD Operations Center Addition; Cowlitz, WA
- Skamania County Rock Creek Community Service Center; Stevenson, WA
- State of Oregon SWAT Team Training Buildings; Salem and Central Point, WA
- Yakima County Courthouse Remodel; Yakima, WA
- Clark County Franklin Center Remodel; Vancouver, WA
- City of Vancouver Pump House 4; Vancouver, WA

Education

BS, Civil Engineering, Oregon State University

Registration

Structural Engineer - Washington, Oregon, California, and Idaho; LEED Accredited Professional

Karl Johansson, AIA, NCARB

Architect | Johansson Architects

Karl has over 28 years of experience as an architect. In 2006, Karl started his own firm Johansson Architecture in Battle Ground, WA. He has experience working for public agencies in Clark County including Clark Public Utilities, Port of Camas, Clark County Fire & Rescue, City of Battle Ground, City of Woodland, and City of Washougal. Karl is licensed in nine different states as well as being AIA and NCARB certified.

Experience

- Clark County Fire & Rescue; Woodland and Ridgefield, WA
- Clark County Sheriff's Evidence Room TI; Vancouver, WA
- Clark Public Utilities Warehouse Business Office Remodel; Vancouver, WA
- Clark Public Utilities Tech Services Office Remodel; Vancouver, WA
- Clark Public Utilities Electric Center Halon Fire System; Vancouver, WA
- City of Battle Ground Pump House Re-Roof; Battle Ground, WA
- City of Battle Ground Police Station Roof Replacement; Battle Ground, WA
- City of Battle Ground Main Street Planning; Battle Ground, WA
- City of Washougal ADA Improvements & Expansion; Washougal, WA
- City of Woodland PSA Plans Review; Woodland, WA
- Port of Camas-Washougal Steigerwald Commerce Center Building 15, 17, 18, and 19; Camas, WA
- Port of Camas-Washougal Office Remodel; Camas, WA
- Port of Woodland Feasibility Study; Woodland, WA
- Port of Woodland Building No. 6 Tenant Improvements; Woodland, WA

Education

BA, Architecture, University of Idaho

Registration

Licensed Architect - Washington and Oregon; National Council of Architectural Registration Boards

Steven Dacus, PE, LEED AP

Mechanical Engineer | Interface Engineering

Steve has designed many different and innovative HVAC systems and is passionate about how architectural, electrical, and mechanical systems impact energy efficiency of buildings. Steve is focused on applying his past experience to solve future challenges. He combines his knowledge of energy consumption and building systems to create designs that exceed client's expectations for performance and efficiency. Steve's experience with public and municipal projects is extensive. His portfolio includes dozens of assessments and renovations of administrative, maintenance, and school facilities.

Experience

- Clark County Skills Center HVAC Evaluation and Replacement; Vancouver, WA
- Clark County Skills Center Remodel; Vancouver, WA
- Clark County Fire District 6 Station 62 Remodel and 63 Replacement; Vancouver, WA
- Clark College STEM Building; Vancouver, WA
- Fairview City Hall FCA; Fairview, OR
- Hood River School District FCA; Hood River, OR
- Bonneville Power Administration Mechanical Electrical and Plumbing Evaluation and Design Phase 1 Assessment Plan; Vancouver, WA
- NPS Fort Vancouver National Historic Reserve West Barracks and Artillery Barracks System Assessment; Vancouver, WA
- Lakeview Warehouse FCA; Lake Oswego, OR
- Camas Municipal Center Feasibility Study and Systems Assessment; Camas, WA
- Port of Tillamook Bay Campus Wide Assessments and Improvements; Tillamook, OR
- Multnomah County Generator Ventilation Assessment and Improvement; Portland, OR
- City of Vancouver Fire Stations 1, 2, 11; Vancouver, WA

Education

BS, Mechanical Engineering, University of Portland

Registration

Professional Engineering - Washington and Oregon; LEED Accredited Professional; American Society of Heating, Refrigerating and Air-Conditioning Engineers

David Chesley, PE, RCDD, LEED AP

Electrical Engineer | Interface Engineering

David has completed several assessment and design projects in Clark County and he's worked extensively at Clark College. He has dozens of public and municipal projects in his portfolio throughout the U.S. and abroad. David has been a key engineer on several LEED Gold and Platinum projects, including San Ysidro Land Port of Entry and Banfield Headquarters. His chief focus is in educating and advocating to the owner sustainable design features to meet current budgets and future needs. He also plays an important role in mentoring electrical staff and developing the firm's corporate electrical design standards. David's philosophy about education and mentoring, both staff and clients, is a central passion and drive of his career.

Experience

- Clark County Public Utility Building Expansion; Vancouver, WA
- Clark Public Utilities Operations Center Assessment and Renovation; Vancouver, WA
- Clark County Skills Center Remodel; Vancouver, WA
- Clark County YMCA Remodel; Vancouver, WA
- Clark College East Campus Observatory Addition; Vancouver, WA
- Clark College Columbia Tech Center; Vancouver, WA
- University of Oregon Deady Hall and Chapman Hall FCA and Renovation; Eugene, OR
- U.S. Department of State Overseas Building Operations FCAs; Morocco, Mexico, Africa
- Mt Hood Community College Electrical Infrastructure Assessment; Gresham, OR
- RiverEast Center Assessment and Renovation; Portland, OR
- Sherman County Admin Building and Courthouse Assessment and Renovation; Moro, OR
- Kelso City Hall; Kelso, WA
- Vancouver Community Main Library; Vancouver, WA
- Firstenberg Community Center; Vancouver, WA

Education

BS, Electrical Engineering, Ohio State University

Registration

Professional Engineer - Washington, Oregon, California, and Idaho; Registered Communications Distribution Designer, LEED Accredited Professional

Steve Lockhart, PE

Electrical Engineer | MKE & Associates, Inc.

Steve has extensive experience in electrical building evaluations. He has provided building assessments complete with recommended modifications, cost of modifications, and a timeline of required modifications. He has coordinated and written reports for approximately 200 buildings in the last 20 years. Many of the building assessments are required for project planning and budgeting, building sales, building purchases, or loan re-structuring. MKE has contracted with many public agencies to assess civic and administration buildings, school campuses and recreation areas. We also contracted with private owners and investors to assess several types of commercial, industrial and retail buildings.

Mr. Steve Lockhart offers a unique perspective for these projects since MKE produced the electrical design documents for the new construction and remodel of facilities at several Clark County sites including the Public Service Center, County Courthouse, Franklin Building, 1408 Building, Health Services, Juvenile Justice Center, County Fairgrounds, Luke Jensen Sports Park and several other sites.

Experience

- Clark County Public Works Stand-By Generator; Vancouver, WA
- Clark County Fairgrounds-Carnival Worker Housing; Vancouver, WA
- Franklin Building – New Fire Alarm System; Vancouver, WA
- Dayton School District FCA; Dayton, OR
- Canby School District FCA; Canby, OR
- Sutherlin School District FCA; Sutherlin, OR
- St. Helens School District FCA; St. Helens, OR
- Hazel Dell Sports Field (Luke Jensen Sports Park); Hazel Dell, WA

Education

BS, Electrical Engineering, Gonzaga University

Registration

Professional Engineer - Washington and Oregon