



**WESTERN WASHINGTON UNIVERSITY  
BOARD OF TRUSTEES  
SPECIAL MEETING AGENDA  
March 12, 2024**

**TUESDAY, March 12, 2024**

**Location:** Zoom and Old Main 340, Board Room

**Audiocast:** <https://wp.wvu.edu/live/>

**Time:** 8:00am

- 1. CALL TO ORDER**  
8:00-8:01

- 2. ACTION ITEM: APPROVAL OF OWNER ADVISOR CONTRACT FOR THE HEATING  
CONVERSION PROJECT, PW830**  
8:01-8:15

**Presenters:** Joyce Lopes, Vice President of Business & Financial Affairs  
Steve Hollenhorst, Associate Vice President for Facilities Development and  
Operations  
Rick Benner, University Architect / Sr Director, Capital Planning and Development,  
Facilities Development and Operations

- 3. ADJOURN**

## **1. CALL TO ORDER**

# **WESTERN WASHINGTON UNIVERSITY ITEM SUBMITTED TO THE BOARD OF TRUSTEES**

**TO:** Members of the Board of Trustees

**FROM:** President Sabah Randhawa by:  
Vice President Joyce Lopes, Business and Financial Affairs

**DATE:** March 12, 2024

**SUBJECT:** **Owner Advisor Contract for the Heating Conversion Project, PW830**

**PURPOSE:** Action Item

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## **Purpose of Submittal:**

Approval of an Owner Advisor contract for planning and project management services for the Heating Conversion Project. Award following Board action. Services to start in March 2024.

## **Proposed Motion:**

MOVED, that the Board of Trustees of Western Washington University, upon the recommendation of the President, award an Owner Advisor consultant contract to OAC, from Seattle, WA, in the amount of \$650,000 (including reimbursables), to provide project management support that will assist with the planning and implementation of the next phases of the Heating Conversion Project, PW830.

## **Supporting Information:**

Western Washington University (Western) relies on an aging gas-fired central steam plant and distribution system to provide heating and domestic hot water to campus. The plant accounts for approximately 97% of Western's greenhouse gas (GHG) emissions, while approximately 30% of all heat generated is lost in the distribution system. Outdated technology, operator staffing requirements, and increasingly volatile natural gas prices contribute to the challenges posed in maintaining and operating the current steam system. Additional challenges to the campus are presented by the lack of a central cooling plant and distribution system. To begin addressing these challenges, a feasibility study was solicited in late 2021 to analyze various potential solutions. Various low-carbon options for new central plant configurations were developed. Energy and carbon savings and other operational costs were estimated and balanced against the initial costs of construction using a total cost of ownership (life cycle cost) model. The financial analysis also considered the increasing need for major renewal and replacement of the steam system over the coming years, as well as the eventual renewal and modernization of aging heating and cooling systems in existing buildings.

The Owner Advisor's work will build upon what we learned in the feasibility study. The scope of the Owner Advisor's contract includes the following:

- Determine project delivery method
- Determine procurement approach
- Detailed cost estimate
- Identify project phasing
- Community engagement
- Analyze deficiencies in current metering and controls infrastructure
- Identifying needed testing and surveying

Via a Board of Trustees-approved contract amendment, Western may decide to add scope to the Owner Adviser's contract as the project progresses.

The Request for Proposals (RFP) was advertised on January 9, 2024, with one team responding. The selection committee has completed their analysis and determined that OAC was well-qualified excelling at large project management and alternative contract delivery assistance to public agencies in the state. They also included the consultant firm that completed our Heating Conversion Feasibility Study as a subconsultant.

Members of the selection committee included:

Alexis Blue, Chair, Assistant Director of Capital Planning & Development  
Amanda Cambre, Director of Facilities Management  
Greg Hough, Assistant Director of Facilities Asset Management  
Julian Rodgers, Senior Mechanical Engineer  
Darrin Magee, Director of the Energies Institute  
Becca Kenna-Schenk, Chief of Staff for the President's Office  
Jeff Aslan, Campus Utility Manager  
Greg McBride, Director of Viking Union Facilities

### **Source of Funding:**

State Appropriations – Climate Commitment Account

### **03. ADJOURNMENT**