



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

**1. CALL TO ORDER**

Chair Faith Pettis called the Western Washington Board of Trustees meeting to order at 8:02am.

**Board of Trustees**

Faith Pettis, Chair (on Zoom)  
Chris Witherspoon, Vice Chair (on Zoom)  
John Meyer, Trustee (on Zoom)  
Sue Sharpe, Trustee (on Zoom)  
Ash Awad, Trustee (on Zoom)  
Mo West, Trustee (on Zoom)

**Western Washington University**

Sabah Randhawa, President  
Joyce Lopes, Vice President of Business & Financial Affairs  
Rick Benner, University Architect / Sr Director, Capital Planning and Development, Facilities Development and Operations  
Kerena Higgins, AAG (on Zoom)  
Rebecca Hansen-Zeller, Executive and Liaison to the Board of Trustees  
Annie Byers, Administrative Assistant to the Board of Trustees and Internal Audit

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

Joyce Lopes, Vice President of Business & Financial Affairs, thanked the Trustees for gathering and introduced the contract for approval. The request is related to the Heating Conversion Project and will award an Owner Advisor contract. The Owner Advisor will begin planning for the project and will continue to advise the university throughout the design and construction phases. Climate Commitment Act appropriations will pay for this work. Approval today will allow the work to begin in order to meet the Capital Budget submittal deadline for the next biennium, which is July 1, 2024.

Vice President Lopes and Rick Benner, University Architect / Senior Director, Capital Planning and Development, Facilities Development and Operations, fielded questions about the RFP process.

Vice Chair Chris Witherspoon 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.

Trustee John Meyer seconded the motion, which passed unanimously 7-0.

### **3. ADJOURN**

The meeting adjourned at 8:10am. The next regular meeting of the Board of Trustees is April 11, 2024.