WESTERN WASHINGTON UNIVERSITY
ITEM SUBMITTED TO THE BOARD OF TRUSTEES

TO: Members of the Board of Trustees

FROM: President Bruce Shepard by Interim Vice President Kathy Wetherell

DATE: August 14, 2009

SUBJECT: **DELEGATION OF AUTHORITY to Award Multiple Consultant Agreements for Design and Construction Administration Services Related to the 2009-11 Capital Program**

PURPOSE: Action Item

Purpose of Submittal:

Award of multiple consultant agreements for design and construction administration services related to execution of the 2009-11 Capital Program. Contract award following Board action.

Proposed Motion:

MOVED, upon the recommendation of the President, that the President or his delegate is hereby authorized to award contracts and execute documents for the design and construction administration services, by the following consultants, for the following projects (see attachment).

Supporting Information:

In keeping with our continuing efforts to expedite expenditure of capital appropriations and reappropriations and to be as efficient as possible in delivering these State funded projects, numerous consultant agreements have been packaged for delegation of authority action by the Board. A similar methodology will be used to award the construction contracts for these projects in the coming months.

The process of developing this consultant agreement package for presentation to the Board began in late June with a public advertisement and Request for Qualifications (RFQ) for design and construction administration services on approximately twenty five (25) projects. Consultants were given the opportunity to submit on as many of these projects as they felt qualified. Thirty one (31) consultants submitted proposals. These proposals were evaluated and consultant shortlists were created to interview the finalists. Based on the shortlists and interviews, eleven (11) consultants were selected to perform the work. The University is currently in fee negotiations with these consultants and it is anticipated we will complete the contracts by mid-September. Consultant work would begin immediately upon completing each consultant's agreement.

Source of Funding: State Building Construction Account – Appropriated
WWU Capital Projects Account – Appropriated