

## ABOUT THE MANUAL

### CAPITAL CONSTRUCTION PREDESIGN

Chapter 506, Laws of 2007 (SHB 2366) states, “*Capital construction projects funded in the state’s capital budget require diligent analysis and approval by the governor and the legislature.*” The Office of Financial Management (OFM) therefore regularly updates this manual to provide a framework for preparing and conducting predesign studies. This update includes the requirements for those projects \$1 million and greater that may require a predesign study. It is also the model by which studies will be evaluated during the budget review process.

If you questions about this manual or a predesign study, please contact an OFM capital budget assistant.

### MODIFIED PREDESIGN

Section 4, Chapter 506, Laws of 2007 (SHB 2366) states, “*The office of financial management shall design and implement a modified predesign process for any space request to lease, purchase, or build facilities that involve (a) the housing of new state programs, (b) a major expansion of existing state programs, or (c) the relocation of state agency programs.*”

These modified predesigns are not required for major projects with an estimated project cost of \$5 million or more. These major projects are required to undertake a predesign study described in this manual, in accordance with Chapter 43.88 RCW.

### LOOK FOR THE SIGN TO FIND ITEMS REQUIRED FOR SUBMITTAL

Use this symbol to help you quickly find predesign submittal requirements.

### LOOK FOR THE SIGN FOR NEW ITEMS

This symbol flags new or revised requirements or tools from the previous manual. Changes in the manual are:

- ❑ Greenhouse gas (GHG) emissions reduction policy: Senate Bill 5560 added policy related to greenhouse gas emissions to state funding for infrastructure and economic development programs. This policy is defined in RCW 70.235.070 and was required to be implemented beginning in calendar year 2010: “*When distributing capital funds through competitive programs for infrastructure and economic development projects, all state agencies must consider whether the entity receiving the funds has adopted policies to reduce greenhouse gas emissions. Agencies also must consider whether the project is consistent with:*
  - 1) *The state’s limits on the emissions of greenhouse gases established in RCW 70.235.020;*
  - 2) *Statewide goals to reduce annual per capita vehicle miles traveled by 2050, in accordance with RCW 47.01.440, except that the agency shall consider whether project locations in rural counties, as defined in RCW 43.160.020, will maximize the reduction of vehicle miles traveled; and*
  - 3) *Applicable federal emissions reduction requirements.*”
- ❑ Project proposal form for higher education projects, required for the scoring process. Contact the capital budget analyst for higher education for the latest version of this form.