WESTERN WASHINGTON UNIVERSITY

**ITEM SUBMITTED TO THE BOARD OF TRUSTEES**

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

**FROM:** President Sabah Randhawa by Vice President Lopes

**DATE:** <date>

**SUBJECT: Construction Contract for <project>, PW <#>**

**PURPOSE:**  Action Item

**Purpose of Submittal:**

Award a construction contract for the <project>, PW <#>. Contract award following Board action. Construction to start <date>.

**Proposed Motion:**

MOVED that the Board of Trustees of Western Washington University, upon the recommendation of the President, award a contract to <contractor>, <city>, <state>, for the amount of $<#> (base bid, plus alternates <#>) (plus associated sales tax) for the construction contract to construct the <project>.

**Supporting Information:**

<brief project description>.

This project was advertised for competitive bidding on <date> with the bid opening held <time> <date>. <Number> bids were received by the University (see attached bid summary). <Consultant>, <city>, <state>, prepared the plans and specifications for this project.

Advertisement for bids included language promoting diverse business participation. Additionally, Capital Planning and Development staff and the consultant did extensive outreach to gain interest with diverse equity firms. The low bidder, XX…

The total budget for the project is $#.

**Source of Funding:**

<(example) State Building Construction Account – Appropriated>