# CPARB Data Collection Proposal:

## Cost and Schedule Estimates:

The information about Design Build and GC/CM projects is to be collected and the intent of the information is to assist CPARB with the following issues:

1. Is the process fair and open to a broad range of business in Washington State?
2. Is there correlation between outreach plans and the level of participation of Small Business/DBE businesses?
3. Do we see any trends in the project reports that we could help to drive proposed legislative changes?
4. Do we see best practices or training needs that could assist organizations in presenting their information during upcoming training?

| Overview |
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| **Total time estimate\***: 2 years, 1 month (from the time of DES Executive Management Team prioritization)<br><br>**Total cost estimate\***:<br><br>• Software solution: $100,000 for initial set up through "go live" date<br>• Software solution: $15,000 licensing fees per year<br>• WaTech IT Project Manager and Business Analyst support: $185,000<br>• Does not include internal DES resources<br><br>Because of the number of parties, types, and sources of data requested, I propose implementing a technical/software solution.<br><br>In order to implement the proposed data collection, a project team would need to be created that included a representative from all parties included, but not limited to:<br><br>• DES Project Sponsor<br>• WaTech - IT Project Manager (on behalf of DES)<br>• WaTech - IT Business Analyst (on behalf of DES)<br>• DES Construction Project Manager<br>• DES Data Representative/Management Analyst<br>• DES Contracts Specialist Lead<br>• <u>On demand team members</u>:<br>    o WaTech - Implementation Team (configuration/testing)<br>    o DES Cost Engineer<br>    o DES Contracts Manager<br>    o Architect/Engineer/Consultant<br>    o Prime Contractor<br><br>*\*High-level estimate based on previous/similar efforts* |

1. Project is prioritized through DES Executive Management Team: 1 month
2. Project is prioritized within WaTech: 1 month

3. **Initiation**: 7 months
   o Executive team and project manager - Definition of scope/schedule/budget: 1 month
   o Project manager - Project research and charter: 1 month
   o Project sponsor - Definition of roles & responsibilities
      ▪ Definition of group members: 2 weeks
      ▪ Initial project scheduling/kickoff: 2 weeks
   o Identification of stakeholders: 1 week

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- o Definition of objectives/requirements: 3 months
- o Identification of risks: 2 weeks
4. **Planning**: 6 months
   - o Estimate technical and business requirements: 2 months
   - o Procurement/RFP: 4 months
5. **Execution & Control**: 10 months
   - o Software implementation/configuration (incl. integration with existing systems): 9 months
   - o Construction contract review & rewrite (for each awarding agency): 2 months (concurrent)
   - o Training: 1 month
6. **Closure/Go Live**: Ongoing
   - o Ongoing training
   - o Training new parties to this process

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1. **Project Set Up**
   <u>Information entered at the time the project is funded (Certified Public Body or PRC Applicant will submit)</u>
   - Name of Public Body
   - Name of Project
   - Project Budget
   - Does this project plan to use a Small Business/DBE outreach plan?
   - Construction Period (m/year to m/year)

2. **Design Build or GC/CM Selection**
   <u>Information entered on the Design builder or GC/CM selection within two months of contract execution between Public Body and D/B or GC/CM</u>
   - Number and names of firms responding to RFQ
   - Number and names of firms selected for interviews
   - Names of firms selected to submit to RFP
   - Name of awarded contract

3. **Subcontractor Identification - GC/CM- Design Build**
   <u>Information entered after substantial completion of project</u>
   - Number and names of firms responding to subcontract bid requests
   - Names of the selected firms.
   - Information on project contractor and subcontractors submitted to Labor & Industries regarding intents and affidavits.

4. **Post Project Team Report:** (Less than 500 words)
   <u>Information entered within 2 months of final completion of project.</u> The Project team is defined as the Owner, A/E, Contractor and any consultants and subcontractors who would be willing to participate.
   - The project team is required to answer the following questions:

   1. What were the best practices on this project?
   2. Are there any suggested modifications to Public Works Legislation (RCW 39.10) that would have helped the project be more successful?
   3. Did the project team discover there were areas/topics where additional training would have helped the project be more successful? What were those areas/topics?