

**Data Collection Implementation Committee**

**Capital Projects Advisory Review Board**

**February 6, 2019**

**7:30 to 8:30 AM**

**(UW Seattle Campus, 4002 E Stevens Way, Facilities Administration Building, Ground Floor)**

Call-In Line: (206)-616-2663

Conference ID: 298384#

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**Current Members**

Aleanna Kondelis      Co-chair  
Andrew Thompson      Co-chair  
Irene Reyes  
Nancy Deakins  
Brian Barson  
Janice Zahn  
Howard Hillinger  
Jolene Skinner

**Draft Agenda**

<b>Item</b>	<b>Purpose</b>	<b>Time</b>
Welcome and introductions	Information	7:30 AM
Review and approve agenda	Action	7:35 AM
Develop plan to work with PRC to place data information question on Public Body Certification and Recertification applications.	Discussion	7:40 AM
Discuss informational letter from CPARB/PRC to Public Owners on basis for requesting information and background on JLARC Recommendation #3.	Discussion	8:10 AM
Department of Labor and Industries input on Data Collection		8:15 AM
Set agenda and agree on next meeting date/time	Action	8:25 AM
Adjourn	Action	8:30 AM

## **CPARB Direction(s)**

### **Motion (October 11, 2018)**

Refocus Data Collection Committee effort to collect data in response to JLARC's recommendation #3 regarding GC/CM subcontractor and self-performance. Committee can decide timeline for data collected.

### **JLARC Recommendation #3**

#### **Recommendation 3**

**Public bodies using GCCM should obtain information on project subcontract awards and payments and provide a final project report on their GCCM subcontracting to CPARB.**

Review of selected GCCM project files shows that information to verify the limit on GCCM contractors performing subcontract work is not readily available without access to contractor project files. Although public bodies have procedures in place to ensure compliance with this requirement, the information needed to verify compliance is often dispersed and unorganized. The public bodies using GCCM should maintain a complete record of a project's subcontract awards and payments and report this information to CPARB. CPARB can provide guidance and instructions to the public bodies on how best to consistently report this information.

### **Motion (December 13, 2018)**

Discuss and approve the expansion of the public body PRC Certification and Recertification Application(s) to include the following question in the application:

Responding to the 2013 JLARC Recommendations is a priority and focus of CPARB. Please provide GC/CM project information on subcontract awards and payments, and if completed, a final project report. As prepared for each GC/CM project, please provide documentation supporting compliance with the limitations on the GC/CM self-performed work. This information may include, but is not limited to: a construction management and contracting plan, final subcontracting plan and/or a final TCC/MACC summary with subcontract awards, or similar.

#### **Notes:**

Tentative Data Collection Implementation Committee Meeting Friday, March 8, 2019 7:30 AM to 8:30 AM.

Next CPARB Meeting February 14, 2019

#### **Enclosure:**

Data Collection Memo January 31, 2019