

Capital Projects Advisory Review Board
PROJECT REVIEW COMMITTEE

PRC Business Meeting Agenda
January 24, 2019
8:30 – 9:30am

1. Welcome new PRC members
 - a. Higher Education - John Palewicz
 - b. Construction Manager - Jeff Jurgensen (Effective February 2019)
 - c. Design-Industry Architect - Thomas Golden (Effective February 2019)
2. 2018 PRC Lookback
 - a. Stats: 37 projects approved totally \$2.5 billion total project cost
 - b. Lessons Learned discussion
3. CPARB Meeting Recap and Assignments:
 - a. HB1295 - RCW39.10 Design-Build Statue language modifications – Changes since PRC voted in support
 - (4) The committee shall, **if practicable**, make its determination at the public meeting during which an application for certification is reviewed. Public comments must be considered before a determination is made. Within ten business days of the public meeting, the committee shall provide a written determination to the public body, and make its determination available to the public on the committee's web site.
 - b. Modify Project Application, Owner Certification & Recertification templates to include WMBE and DB Guidelines

Suggested addition to DB Project Application, Owner Certification and Recertification:

PRC strongly encourages all project team members to read the Design-Build Best Practices Guidelines as developed by CPARB, and any relevant applicable training.
(Proposal during meeting)

Suggested new question to be added to Project Application, Owner Certification and Recertification:

Please describe your subcontractor outreach and how you will encourage small, women and minority-owned business participation.

- c. Owner certification and recertification applications to include a new question in the application. Wording not yet finalized by CPARB. This is a heads up for discussion.

“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.”

Current Language in Project Applications

Signature of Authorized Representative

In submitting this application, you, as the authorized representative of your organization, understand that: (1) the PRC may request additional information about your organization, its construction

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history, and the proposed project; and (2) your organization is required to submit the information requested by the PRC. You agree to submit this information in a timely manner and understand that failure to do so shall render your application incomplete. (Identified Concern)

Should the PRC approve your request to use the DB contracting procedure, you also understand that: (1) your organization is required to participate in brief, state-sponsored surveys at the beginning and the end of your approved project; and (2) the data collected in these surveys will be used in a study by the state to evaluate the effectiveness of the DB process. You also agree that your organization will complete these surveys within the time required by CPARB.

Current Language in Owner Certification

Signature of Authorized Representative

In submitting this application, you, as the authorized representative of your organization, understand that the PRC may request additional information about your organization, its construction history, and the experience and qualifications of its construction management personnel. You agree to submit this information in a timely manner and understand that failure to do so shall render your application incomplete. (Identified Concern)

Should the PRC approve your request for certification, you also agree to notify CPARB when your organization approves the construction of a project using the alternative contracting procedure(s) for which you are certified; and to participate in brief, state-sponsored surveys at the start and completion of each of these construction projects. You understand that this information will be used in a study by the state to evaluate the effectiveness of the alternative contracting procedure(s).

d. Owner Recertification Application clarification

RCW 39.10.270

Project review committee—Certification of public bodies.

(1) A public body may apply for certification to use the design-build or general contractor/construction manager contracting procedure, or both. Once certified, a public body may use the contracting procedure for which it is certified on individual projects without seeking committee approval for a period of three years. Public bodies certified to use the design-build procedure are limited to no more than five projects with a total project cost between two and ten million dollars during the certification period. A public body seeking certification must submit to the committee an application in a format and manner as prescribed by the committee. The application must include a description of the public body's qualifications, its capital plan during the certification period, and its intended use of alternative contracting procedures.

(6) The committee may renew the certification of a public body for additional three-year periods. The public body must submit an application for recertification at least three months before the initial certification expires. The committee may accept late applications, if administratively feasible, to avoid expiration of certification on a case-by-case basis. The application shall include updated information on the public body's experience and current staffing with the procedure it is applying to renew, and any other information requested in advance by the committee. The committee must review the application for recertification at a meeting held before expiration of the applicant's initial certification period. A public body must reapply for certification under the process described in subsection (1) of this section **once the period of recertification expires.**

Current Language in Owner Re-certifications

SIGNATURE OF AUTHORIZED REPRESENTATIVE

In submitting this application, you, as the authorized representative of your organization, understand that the PRC may request additional information about your organization, its construction history,

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and the experience and qualifications of its construction management personnel. You agree to submit this information in a timely manner and understand that failure to do so shall render your application incomplete.

*Should the PRC approve your request for recertification you agree to continue to provide data on such projects in accordance with RCW 39.10 data collection criteria covering the complete history of each of these construction projects. You understand that this information is being used in a study by the State to evaluate the effectiveness of the alternative contracting procedure(s). Additionally, you understand that should this recertification be approved it is only valid for **one** additional three year period beyond your current certification expiration and that re-certification **must be applied for under RCW 39.10**. The committee may renew the certification of a public body for additional three-year periods providing the current certification has not expired. (Proposed during meeting)*

- e. Suggestions for Bylaw updates – *Travel, PRC Practices, Member duties (discussed)*
- f. Reminders and Around the Table – *Carefully Review the Applications and submit appropriate and thoughtful questions in a timely fashion. (discussed)*
- g. Adjourn and Next meeting is on March 28, 2019