



**CONSTRUCTION STANDARDS
DIV. 1 COMMITTEE
Meeting Notes**

**Thursday, May 18, 2017 - 10:00 am – 12:30 pm
Tacoma – Center for Urban Waters**

Attending: (P = via phone)

x	Aubrey Argeris	x	Ted Hill	x	Bill Linton		Scott Sawyer
	Ty Bardwell	x	John Ho	x	Lori McFarland	x	Diane Sheesley
x	Pat Baughman	x	Bruce Johnson	x	Tamara Nack		William Wonch
	Peter Dressel		Tina Lakose	x	Tina Nelson		

A. Introductory Matters

1. Individual updates - Around the table input, including topics of "completion" definition; site safety; consultant's liability; Bruce to provide contact info for City of Seattle Division 1 specs keeper.
2. Review this Agenda
3. Meeting notes from March 23, 2017 – Diane - Reminder was made that notes available for comment.
4. Joint meeting with Construction Mtrls and Div 7 April 26, 2017 - Discussion on impervious concrete for sidewalks, that current standards aren't working very well. Mention made that perhaps next National APWA president may come from Washington State Chapter.

B. Activities & Actions by other groups – for our information & action as appropriate

1. WSDOT LP – JH, WW - John H discussed WSDOT's recent doing concerning under-utilized women in regard to DBE goals, in that that designation is going away since they are getting enough work on their own. FHWA told WSDOT to implement waiver. As of June 1, 2017 WSDOT will be removing APWA 1-07.11 Option A & B GSPs. Revised WSDOT GSPs will then be used by Local Agencies. WSDOT also tweaking 1-08 specs. WSDOT will be presenting upcoming video conferences regarding new DBE reporting procedures. WSDOT's DBE form also undergoes revisions. When asked, John provided his definition of "under-utilized".
2. WSDOT/AGC Administration Team – Tina - Mention made of proposed letter to WSDOT Local Programs from APWA Division 1 Committee concerning WSDOT possibly deciding to not produce hard copies of the Standard Specifications as soon as 2018. Request was made to provide comments on this WSDOT idea ASAP.
3. WSDOT Amendments/GSPs updates – Tina - Nothing new.

C. Action Item Updates –

1. Div 1 Website Update – Lori - Nothing new.
2. APWA conference sessions Fall 2017 – Lori - October 4 in Kennewick. Lots of presenters appear to already be signed up. Bill L could come up with a topic, stay tuned.
3. Review progress on Action Items - Tina noted this was being skipped at this time.

D. APWA GSP Updates & Review - status, discussion, decisions

1. Approved by Local Programs – 1-07.23(1), 1-09.2(5), 1-08.1 - WSDOT has posted these APWA GSPs. Sent out May 19 email.
2. 1-02.14 – Bruce - Behind schedule. Will get to ASAP.
3. Traffic Control - Uniformed Police Officer - Several already provided were discussed. Use of UPOs, on-duty vs off-duty, and payment procedures vary quite a bit from agency to agency. There appears to be a lot of issues to this topic. Development of a APWA GSP could turn out to be very useful. Tina was to set up a dedicated folder for this specs development.
4. 1-04.4 – Minor Changes – Unexpected Site Changes (see also item E3) - This was also a topic discussed at AGC/WSDOT meeting. Tamara will take lead on spec development. Goals include keeping in Section 1-04.4; limit of \$25,000; providing good definition of what "minor change" is.
- 5.

E. New Business

1. 1-07.23 – Wavier of Transfer of Rights of Recovery – Tamara - Brief recap.
2. New Senate Bills – SB 5734, ESHB 1538, SB 5301 - Bills have passed. These bills were reviewed by bringing up Mike Purdy's Contracting Blog on the projection screen. Need to review these bills for any possible required revisions to APWA GSPs.
3. 1-09.6 - Unanticipated Work – Peter
- 4.

F. Future meetings – *put on your calendars*

<u>Date</u>	<u>Time</u>	<u>Location</u>
September 21, 2017	10 am	Tacoma
October 4, 2017	TBD	Fall Conf - Kennewick
November 16 2017	10 am	Tacoma

Action Items

Who	Sec. #	Issue	Due
ALL	Task List	Div 1 – Task List – Review/Volunteer	
ALL	1-01.3	Be on alert for references in the SS to “State” or “WSDOT” that should really read “Contracting Agency”, and send to Tina to request that WSDOT change the SS, instead of us writing an APWA GSP.	ongoing
Bruce	1-02.14 Opt A/B/C	update/cleanup Options A & B, then copy Option B edits to Option C when finalized. Send out email asking committee to review and comment.	
Tina	forms	Coordinate John Ho - revised P&P bond forms being posted on WSDOT forms site & in the Local Agency bid package. Work with John Ho to make PDF “fillable” forms, post revised forms on WSDOT forms site after John H. approves. Also work w/Lori to post link to the updated Bond forms on our committee website – there’s already a place for it. And <u>publicize</u> – thru LP ListServ is a good idea.	ASAP
Peter	Bonds	Research possible FHWA requirement to release bond at end of job	
Tina	Recycled	Work with APWA-WA leadership & WSDOT to make sure there is a plan to comply with Section 1 of the law – develop Implementation Plan. Work w/Jim Rioux on pursuing changes to law to reasonable and doable.	On-going
Tina	1-07.2	Ask John Carpita for MRSC advice – will the WSDOT SS, as amended in draft APWA GSP, work for non-State/non-private land?	
Ted	1-02.9	develop presentation to educate local agency city clerks on Option B, with 1-3 hour delay in bid opening, to allow time to get DBE confirmations (see 5/15/14 & 2/12/15 mtg notes). Coordinate w/pertinent organizations to get the word out.	ASAP
Steph/ Di	1-08.4	Add fill-in as done for 1-08.5, to resolve confusion. (see notes on document)	
Tina	1-07.1	Solve w/Greg Morehouse about training “WSDOT” employees typo – can he just fix the SS?	
Tina	1-04.6	both options – needs work related to the change order language (besides trying to get FHWA approval)	
Tina	1-05.4	Finalize Contractor-provided Survey GSP & prepare to post	ASAP
Tina	1-05.4	Finish <u>Agency-provided Survey</u> spec and to committee to final proof.	
Tina		Obtain approval to use posted GSPs on FHWA-funded projects, not currently approved – revise GSPs as needed – 1-03.4(1); 1-04.6; 104.6, Options A & B – or get a definitive “never” after trying.	in progress
On-going Tasks			
Diane		Administer OneDrive site, and help with access and editing problems	
Scott		Coordinate with MRSC to post sample contract/bidding documents.	
Tina		Work with Board & John Carpita/MRSC on ways to impart information or ask for input from local agency specs-writing/compiling and construction contract admin. people. Targeted mailing list, webinars, etc.	
Tina		Work w/WSDOT and APWA Board on memorializing cooperation agreement, deciding parameters of the cooperation, etc.	
Ted		Work w/CAEC co-chairs & CSI, other Local Agencies, on how we can support non-WSDOT based General Requirements needs of Local Agencies, and how to combine WSDOT/CSI based Special Provisions in one project	
Lori		Lead coordinator for Conference sessions – applications, follow-through.	
??	--	Send to ??? the type of changes agencies ask for to Div. 1, so we can gather info on trends, see what we might help with. Also send the “wild & crazy” Agreement forms LAs put in Bid Documents, so Div 1 committee can consider improving those with education and samples.	

Action Items

Who	Sec. #	Issue	Due
Diane	---	Help users who have problems with our APWA GSP format – usually when using the PSE Word program.	