



**CONSTRUCTION STANDARDS
DIV. 1 COMMITTEE
MEETING NOTES**

**Thursday, November 16, 2017 - 10:00 am – 12:30 pm
Tacoma – Center for Urban Waters**

Attending: (P = via phone)

	Ty Bardwell		Ted Hill	x	Lori McFarland	x	Diane Sheesley
x	Pat Baughman	x	John Ho	x	Tamara Nack	x	Karissa Witthuhn
x	Aubrey Collier	x	Tina Lakose	x	Tina Nelson	x	William Wonch
		x	Bill Linton	x	Scott Sawyer		

A. Introductory Matters

1. Attendees shared individual updates from recent projects.
2. Meeting notes from September 21, 2017 – a few people made comments on OneDrive, Karissa will incorporate them. Tina noted that we do not post meeting notes to the Chapter website with the action items list included. Also, we compile notes, not minutes.
3. New committee member to replace Peter Dressel – attendees suggested Mary Heather Ames, City of Pasco and Ann Streufert from KPFF. Scott said that he thought Mary Heather would be a good fit for the committee. Tina will give contact Mary.

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

1. WSDOT LP – John Ho
 - a. Chapter 33 of LAG manual has been updated and it now includes a sample contract as an appendix.
 - b. The LAG manual update cycle will change to once per year in February.
 - c. The LAG agreement for A&E services has been updated online to better reflect UDBE requirements.
 - d. Real estate agreement – send any comments to John Ho
 - e. LAG manual comments – Aubrey stated that some agencies feel like they need a formal way to provide input to WSDOT during the update process, since the formal LAG manual committee of local agency folks has been dissolved. John Ho will evaluate options. A city/county design standards committee does still exist.
 - f. There is a new program, called DMCS (diversity management compliance system). On December 15th WSDOT LTAP will host a training webinar for local agencies about DMCS.
 - g. The 2018 spec book is coming out next month and this is the last time WSDOT will produce a print copy. Technically, as of January 1 the new spec book should be used; however, region PEs may allow use of the previous spec book up to April 1.
 - h. There is currently an open comment period for UDBE percentage requirements. See wsdot.wa.gov/EqualOpportunity/DBE.htm.
2. WSDOT/AGC Administration Team – Tina
 - a. 1-09.11 – Draft DRB Specifications are available on OneDrive. Let Tina know if you have comments. Tina is encouraging DRB to make their contracts easier to use.
3. WSDOT Amendments/GSPs updates – no new amendments or GSPs to discuss.

C. Action Item Updates

1. Division 1 Website Update - none
2. APWA conference sessions Spring 2018 – presentations slots are still available. Bill will coordinate with Lori to submit a “Contracts in Crisis” presentation. Tina N. will work with Lori to submit a “APWA GSPs 101” presentation.
3. Review progress on Action Items – this item was skipped

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

1. Approved by Local Programs – none
2. 1-02.6

- a. The group decided to remove the option to turn in wage compliance certification 24 hours after bid and simply require it to be submitted with the bid, in order to simplify the process for agencies, and to conduct this the same as WSDOT has chosen.
 - b. Incorporate changes discussed during the meeting. Make Options A and B for Fed and NonFed funded projects to limit the confusion with UDBE submittals.
3. 1-02.9
 - a. Remove directions for delivery of wage certification compliance form, since it will be required to be delivered with the bid documents (Options A through C).
 4. 1-02.14 – Delinquent Taxes – Tina CPARB
 - a. Language referring to “Delinquent Tax Payer” list on Department of Revenue’s site will be removed. CPARB’s new draft is pending. After we see their draft, we will need to revise 1-02.14, 1. Delinquent State Taxes, Part B. Documentation.
 5. 1-03.4(1)
 - a. Intro says use of this GSP is an option and it is not for federally funded projects.
 - b. Additional research will be done by the group, especially Bill, before finalizing these revisions.
 6. For future GSP revisions, include index language with the GSP draft for ease of reference.
 7. Traffic Control - Uniformed Police Officer – Draft Comments?
 - a. There was no discussion of this item.
 8. 1-04.4 – Minor Changes – Unexpected Site Changes – Tamara
 - a. Review draft GSP on OneDrive for discussion at next meeting.
 - b. Comment on sample Minor Change form on OneDrive toward the goal of making a template Minor Change form for local agency use.
 9. 1-09.6 - Unanticipated Work –
 10. this GSP is withdrawn from further discussion since local agencies are allowed to use Minor Changes.

E. New Business

1. No new business was discussed.

F. Future meetings – *put on your calendars*

<u>Date</u>	<u>Time</u>	<u>Location</u>
January 25, 2018	10 am	Tacoma
March 15, 2018	10 am	Tacoma