

BEX/BTA Capital Programs Oversight Committee

Report to Board of Directors

John Palewicz, Committee Chair

October 3, 2019

Background

1. Committee Members

- Freeman Fong Architect, Freeman Fong Architecture
- Steve Goldblatt Professor Emeritus, Construction Management, UW
- Duncan Griffin Architect, Principle HDR Architects
- John Palewicz Architect, Capital Projects Director, UW, Retired
- Rob Stephenson Development Manager, Seneca Group
- Steve Tatge Architect, Executive Director, Major Projects, UW
- Daniel Williams Architect, DWA design
- Janet Donelson Senior Vice President, Trammell Crow Company
- Sherry Edquid Project Management, Contract Administration
- Warren Johnson Director of Business Development, Walsh Construction
- Kyle Wang CEO, AdvEn Industries

2. Meetings

The Committee has meets monthly (except August), to review the planning and development status of projects that are part of BEX IV and BTA IV Programs. We have also reviewed the closing out of the BEX III program as well as the new BEX V program. We meet for two hours and typically spend half the time reviewing current projects and the overall program budget, with an emphasis on discussing current critical issues, and the second half discussing specific and overall aspects of the program.

3. Project Status Reports

The committee, rather than receive a review of each BEX project at the meetings, discusses significant identified issues for particular projects. This focusing will allow us to spend the time to understand the critical issues and provide our input. The committee members do read the monthly status reports before the meeting and can bring questions to the meeting.

4. Financial Reports

The committee is reviewing and commenting on the monthly financial reports for the BEX III, BEX IV and BTA IV. These reports are distributed directly to the committee members.

5. Project Reviews

The Committee reviews and comments on the design presentations, typically given by the architect, project manager and sometimes the school's principal. We provide comments but do not approve or give direction on the design.

Meetings

6. May 17, 2019 meeting

A report was given on the use of portables in the Draft Portables Management Plan. The Committee would like to see them well designed and their placement well integrated into the existing school. Agency certification was discussed as a more efficient way to use alternative public works contracting.

7. June 14, 2019 meeting

This meeting was held at Magnolia Elementary School and included a tour of the just completed school. The architects selected for four upcoming projects were announced and the solicitation of construction management staff for three projects was underway. After a presentation on the design and construction process, the building tour got underway.

8. July 12, 2019 meeting

The BEX V staffing, budgeting and scheduling plans were presented and reviewed. It was recognized that a lot of excellent work had been accomplished to coordinate project sequencing, surge space availability and timing of funding. Following this plan will be critical to achieving a successful BEX V program delivery.

9. Sept, 2019 meeting

An update on the Community Workforce Agreement Taskforce was given. The Board's desire for the Committee formalizing key recommendations was discussed and agreed to with the recommendations included in this report reviewed and approved. The 4 major projects successfully opened this school year were discussed, noting that the delayed ending of the previous school year had severely impacted the time available for completing numerous summer projects.

Items for Discussion

10. Committee Dynamics – The Committee Charter designated a citizen oversight committee of 11 members familiar with capital program components; the addition of 2 Board members was made in January 2018. In response to the presentation of agenda items by staff, the committee asks questions based on their reading of the materials, backgrounds and past experience in order to understand the current topics and to give oversight and input. The two hours of meeting time always goes by very quickly. Ideally Board members present can benefit from hearing this exchange and bring this knowledge back to the full Board. I believe that the Board will be best served by allocating this time to the citizen members to fully understand and comment on the current agenda topics.

11. Committee Written Recommendation - The Board has requested that the BEX/BTA Oversight Committee provide, for clarity, written documentation of the Committee's recommendations on key discussion issues.

A. Delegated Authority

Background: Prompt payment and decision making is critical in meeting the delivery schedules of projects and maintaining effective working relationships with providers of goods and services.

Recommendation: The Committee recommends that the Board expressly delegate authority on major BEX and BTA projects to the Superintendent or her designee for:

- a) decision-making of \$5 million or less for award of project management, construction, or design professional contracts;
- b) single increases to any approved project budget of 10% or less; and
- c) change orders on any existing contract of \$500,000 or less.

B. Alternative Project Delivery

Background: In many complex projects, early input from a selected construction team is critical to achieve the best value for funds available and to meet required completion dates.

Recommendation: The Committee recommends that the Board strongly consider RCW 39.10's alternative project delivery, General Contractor/Construction Manager (GC/CM) and Design-Build (DB), for procurement of qualifying major BEX and BTA projects as well as Job Order Contracting (JOC) for qualifying small projects.

C. Agency Certification

Background: In order to use Alternative Project Delivery methods allowed by the State of Washington RCW 39.10, such as GC/CM and DB, authorization is required by the Project Review Committee, for each individual project or by a three-year agency certification.

Recommendation: The Committee recommends that the Board direct the District (through the Director of Capital Projects and Planning) to seek agency certification from the Project Review Committee to effectively internalize the authorization process. Operationally, the Committee would evaluate Capital Projects' proposals for using RCW 39.10 on any individual project and make recommendations to the Board.