



Tuesday July 29, 2025 - 1:00 pm – 3:00 pm

via Teams

In Attendance (T or V signifies virtually or via teams):

x	Michele Britton	x	Tina Lakose		Christopher Pirnke	x	Tani Stafford
	Terry Wright	x	Paki Perala	x	Russell Craven		
	Dan Ireland	x	Lori McFarland	x	Diane Sheesley	x	William Wonch
x	Susan Holdener	x	Nicole Brockwell	x	Tina Nelson	x	Aubrey Collier
x	Sam Therres		Gina Loring	x	Kyle Potuzak		

X = Present

****Note:** black text is agenda and red text are notes taken during the meeting.

A. Introductory Matters

Introductions/Individual updates

Meeting notes

- Adopt May meeting notes - adopted

Review this Agenda

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

WSDOT LP – Michele & Will

- A new bidder list questionnaire at FHWA for review, the revisions include a change to the review period

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WSDOT/AGC Administration Team – Aubrey C./Nicole B.

- Discussion of the ongoing litigation (court case Kentucky [MAMCO vs USDOT]) regarding the DBE program in . No changes at the moment.

CM Committee –Paki/Terry

- No updates

Fellow Spec Committee – Tani

- Haven't met since this committee's last meeting; since then, Steve (president) has retired and a new president has not been chosen, not sure who it is if they have
- They have several updates in for WSDOT approval
 - Some GSPs are in Div 2 and their numbers will change, so they might hold most until the new book comes out

C. Action Item Updates

- We have moved to Google Docs
 - Any issues with access
 - No longer using one drive for anything
 - If you notice any files missing please let Diane know

- 1-05.7 revisions for this committee's review weren't copied over from OneDrive, fixed during meeting
- New email address
 - specifications.apwa.wa@gmail.com
 - This is on the website and emails sent to it currently go to Diane and Sam we will update to add new co-chair in December and every other December after
- Rebranding the Construction Standards Division 1 Committee
 - We are still listed as Construction Standards Division 1 on the APWA website, do we need to do anything besides just changing that on the website Dan?
 - Yes, through board
 - Training information to be posted soon
 - APWA Fall Conference presentation will also be added to website
- CAEC – December 9, 2025 Division 1-4 training (3 hours)
 - Sam to help with this training
- In Person Trainings
 - Fall Conference Thursday afternoon - truncated version - we are highlighted by APWA in the magazine - need a headshot for Sam. (1 hour)
 - Fall 2025 and Winter 2026
 - Nicole and Dan Wenatchee and Spokane (do we have other needs in Eastern WA?) Feb 12th Spokane?
 - Nicole waiting for confirmation from Eastern Region
 - We may add one in Tri-Cities for better coverage of Eastern WA
 - Diane and Aubrey Thurston County, Thurston is confirmed Feb 11th
 - Diane and Tina Kitsap/Jefferson, Clark
 - Tina L/Susan H? Pierce
 - Paki, Terry, Tani, Kyle - Tani and Paki Redmond Feb. 19th and Shoreline Feb. 5th
 - Sam and Gina? Snohomish County – Skagit/Whatcom - Skagit Jan 8th, Snohomish Feb 4th
 - The committee might consider adding a virtual option at the end of February or after all these are done in case folks aren't able to attend an in-person session
 - Subcommittee for PPT presentation – Paki, Sam, Dan, Diane?
 - Meeting participants support the idea of showing a map of where the committee members operate from
 - We need to have a PPT ready in September for APWA and end of October for CAEC revisions
- Website
 - Is currently updated. We will be updating further to add a link to sign up for our newsletter as well as training. We will be getting this website out at APWA and at the CAEC conference as well as through APWA announcements so if you have any updates you would like to see we need to get those in ASAP so Kate can make them.

Discuss List of WSDOT GSPs with instructions of "must be used on FHWA projects" or "use on all projects"

- Russell is updating for consistency in layout and format
- GSP Updates
 - 1-02.5 Option A - committee approved (Russell to check formatting first)
 - 1-02.5 Option B - move to VOID Not Pursued

- 1-02.6 Option C - need to confirm 271-015LP doesn't require proof of licensure before advancing, good to go otherwise
- 1-02.9 Option A - committee approved
- 1-02.9 Option B - committee approved
- 1-02.9 Option C - committee approved
- 1-02.9 Option D - committee approved
 - Discussion regarding versions of 1-02.9 that exclude mention of DBE for non fed funded projects - should we make one or multiple to accommodate those projects? Add this to the list for the future. Could use Option D to make an Option E that accomplishes this. Table until after 2026 spec book updates.
- 1-02.10 - FHWA requires a hand delivery method
- 1-02.OPT1
- 1-03.3OptA - committee approved the new revision proposed by Michele, will add to the version approved in May
 - 1-05.1(2). Opt1.GR1
 - 1-05.7
 - 1-05.18
 - 1-06.1(4)
 - 1-06.3 - Michele uploading for committee review today, hot item to get approved
 - 1-07.9(3)
 - 1-07.23
 - 1-07.9(3)
 - 1-06.14
 - 1-09.13 & 1-08.6
 - General/Other:
 - New GSP that states the funding source - federal, state, local, etc. "Description of Funding". Near front of specs or Laws to Be Observed.
 - New folder will be made for 2026 updates in Draft in progress folder
 - FHWA said the new subcontractor list can't be used on federally funded projects - new list for state/local funds and old form for fed funds

2026 Book Review - 13 sections and we have 18 members so 5 of the larger sections can be split

1-02 draft in folder - Kyle
 1-04 draft in folder - Paki
 1-05 draft in folder - Nicole
 1-07 draft in folder - Susan
 1-08 draft in folder - Tina N
 1-09 draft in folder - Tina L
 2-01 in folder - Aubrey
 2-02 vacant
 2-03 in folder - Lori
 2-04 in folder - Terry, Tani, and Gina can fight over it

2-08, 2-09, 2-11, 2-12 4-02 and 4-04 needed for training to say what is updated, but these are not ours to review for GSPs

*** The meeting did not get past the above section - GSP updates above without a note were not discussed. ***

E. APWA Index file:

- 1-02.9 Option B, C, & D

- o Website states this must be used with WSDOT 1-02.6 Opt 3 **or APWA 1-02.6.OptionA,** WSDOT 1-02.6 Opt 7, APWA 1-03.3 Option B, 1-07.11 Option B, **APWA 1-08.1(9).**
- o Index states this must be used with WSDOT 1-02.6 Opt 3, WSDOT 1-02.6 Opt 7, APWA 1-03.3 Option B, 1-07.11 Option B.
- 1-03.1
 - o Website states this must be used with 1-02.6 **Option B.**
 - o Index states this must be used with 1-02.6.
- 1-03.3 Option B
 - o Website states this must be used with WSDOT 1-02.6 Opt 3 **or APWA 1-02.6.OptionA,** WSDOT 1-02.6 Opt 7, APWA 1-02.9 Option (A, B, C, or D), 1-07.11 Option B, **APWA 1-08.1(9).**
 - o Index states this must be used with WSDOT 1-02.6 Opt 3, WSDOT 1-02.6 Opt 7, APWA 1-02.9 Option (A, B, C, or D), 1-07.11 Option B.
- 1-03.4(1), 1-04.6
 - o Website states this is not approved, may be used on local funded projects only (implies not approved for state funded projects).
 - o Index states this may not be used on FHWA projects (implies OK for state funded projects).
- 1-06.1(4)
 - o Website states this is **not approved for FHWA funded projects.**
 - o Index states this **may be used on FHWA funded projects.**
- 1-07.9(5)A
 - o Website **does not mention other APWAs or GSPs.**
 - o Index states **do not use with GSP 1-07.9(5).OPT1.GR1.**
- 1-07.11 Option B
 - o Website states this must be used with WSDOT 1-02.6 Opt 3, WSDOT 1-02.6 Opt 7, APWA 1-02.9 Option (A, B, C, or D), APWA 1-03.3 Option B and **APWA 1-08.1 Option B and APWA 1-08.1(9).**
 - o Index states this must be used with WSDOT 1-02.6 Opt 3, WSDOT 1-02.6 Opt 7, APWA 1 02.9 Option (A, B, C, or D), APWA 1-03.3 Option B and **APWA 1-08.1(9) Option A**
- 1-08.1 Option A
 - o Website does not have a use code but states this must be used on FHWA funded projects and non-federally funded projects with Connecting Washington funding at or over \$500,000. Should this have a CF and CS use code?

2026 Spec Book review – Michele Posted new sections

E. New Business

Membership – We have a wait list – Anne KPFF, Sheila Island County – visitors in fall

City of Seattle version of Contract Bond. It is slightly different - do we want to keep this on our list Biggest change that APWA might want to consider: Has a current rating of at least A-VII in A.M. Best's Key Rating Guide or is included in the U.S. Department of the Treasury's Listing of Approved Sureties (Circular 570).

Last paragraph is from the spec book as they just replaced the whole section.

1-03.4 CONTRACT BOND (COS GSP 01-01-17)

Delete and replace with the following:

The successful bidder shall provide an original executed payment and performance bond for the full contract amount. The bond(s) shall:

1. Be on Contracting Agency-furnished form(s);
2. Be signed by the principal and notarized
3. Be signed and notarized by an approved surety (or sureties) that:
 - a. Is registered with the Washington State Insurance Commissioner, and
 - b. Appears on the current Authorized Insurance List in the State of Washington published by the Office of the Insurance Commissioner,
 - c. Has a current rating of at least A-VII in A.M. Best's Key Rating Guide or is included in the U.S. Department of the Treasury's Listing of Approved Sureties (Circular 570).
4. Guarantee that the Contractor will perform and comply with all obligations, duties, and conditions under the Contract, including but not limited to the duty and obligation to indemnify, defend, and protect the Contracting Agency against all losses and claims related directly or indirectly from any failure:
 - a. Of the Contractor (or any of the employees, subcontractors, or lower tier subcontractors of the Contractor) to faithfully perform and comply with all contract obligations, conditions, and duties, or
 - b. Of the Contractor (or the subcontractors or lower tier subcontractors of the Contractor) to pay all laborers, mechanics, subcontractors, lower tier subcontractors, material person, or any other person who provides supplies or provisions for carrying out the work;
5. Be conditioned upon the payment of taxes, increases, and penalties incurred on the project under titles 50, 51, and 82 RCW; and
6. Be accompanied by an original power of attorney for the Surety's officer empowered to sign the bond; and
7. Be signed by an officer of the Contractor empowered to sign official statements (sole proprietor or partner). If the Contractor is a corporation, the bond(s) must be signed by the president or vice president, unless accompanied by written proof of the authority of the individual signing the bond(s) to bind the corporation (i.e., corporate resolution, power of attorney, or a letter to such effect signed by the president or vice president).

The Owner may require the Surety or Sureties named on the Payment and Performance Bond to appear and qualify itself. Whenever the Owner determines the security to be inadequate, the Owner may require in writing that the Contractor furnish additional security to cover any remaining Work. No payments will be made until the added security is furnished.

F. Future meetings –

<u>Date</u>	<u>Time</u>	<u>Location</u>
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May
September

Review action items, remove those complete, add new ones and who is taking over some of the on-going for membership that has left committee

Action Items			
Who	Sec. #	Issue	Due
On-going Tasks			

Diane Dan		Administer Google Docs site, and help with access and editing problems	
Sam?		Coordinate with MRSC to post sample contract/bidding documents.	
?		Work w/WSDOT and APWA Board on memorializing cooperation agreement, deciding parameters of the cooperation, etc.	
Lori		Lead coordinator for Conference sessions – applications, follow-through.	
?		Incoming notices from agencies regarding Div. 1 changes	
Diane		Help users who have problems with our APWA GSP format – usually when using the PSE Word program.	
Dian or Sam		Coordinate with the board to have the committee name updated on APWA website.	
Diane, Sam, Paki, Michele		2025 Division 1-4 training powerpoint presentation	End of September
Varies	Varies	2026 Book Review - 13 sections require updates, see notes above for section assignments	September
Russell	Varies	Review approved GSP updates for formatting and move to 2) Ready for FHWA review folder.	August