

April 21, 2014

All Interested Parties,

The Capital Projects Advisory Review Board ([CPARB](#)) is *seeking letters of interest* from individuals knowledgeable in the use of alternative public works contracting procedures *to serve three-year terms on its Project Review Committee (PRC).*

Open Seats

- 1 Owner – Higher Education
- 1 Owner – School Districts
- 1 Owner – State DES
- 1 Owner – Cities
- 1 Design Industry – Engineer
- 1 Construction Manager
- 2 Specialty/Subcontractor
- 2 Minority/Women Owned Business

[CPARB](#) is a state board created (see [RCW 39.10.800](#) and [RCW 39.10.810](#)) to provide evaluation of public capital project construction processes including the impact of contracting methods on project outcomes and to advise the legislature on policies related to public works delivery methods. CPARB has created the PRC with members from many different public and private entities with wide variety of backgrounds, expertise and experience.

The PRC was created by the legislature in 2007 to review and approve projects and project teams proposing to use the General Contractor/Construction Manager (GC/CM) and Design Build (DB) contracting methods on projects and project teams and to certify public bodies for three years to use these procedures for projects with a total project cost of \$10 million. The committee also reviews and approves the use of GC/CM procedures by certified public bodies for projects under \$10 million.

For more information on the committee, go to the CPARB's PRC website or the legislation:

39.10.240	Project review committee -- Creation -- Members.
39.10.250	Project review committee -- Duties.
39.10.260	Project review committee -- Meetings -- Open and public.
39.10.270	Project review committee -- Certification of public bodies.
39.10.280	Project review committee -- Project approval process.
39.10.290	Appeal process.

CPARB will review letters of interest during its September 2014 meeting and at subsequent meetings until positions are filled.

The PRC committee may meet as often as bi-monthly. Panels of at least six committee members will be chosen to review project applications and will be expected to review several project applications prior to each meeting. Project applications have been standardized to approximately 20 pages. In addition to completing a project application packet, short oral presentations will be presented to the PRC during the public meeting. Committee members will be compensated for reasonable travel expenses.

If you are interested in serving, please prepare a short letter of interest that will be posted on the [CPARB website](#) as a pre-read. Please include:

- *Your name, title, and company or public agency name*
- *Work address, email address and best contact phone number*
- *Short paragraph which highlights your skills, background or special knowledge for this type of committee.*
- *Three references with contact information*

Email your letter of interest to: Danelle Bessett, CPARB Administrative Staff, Engineering & Architectural Services, Washington State Department of Enterprise Services at danelle.bessett@des.wa.gov by 5:00 p.m., July 31, 2014. (Applications received after this date may be considered by the Board in the future.) Please direct questions to Danelle via e-mail.