

RENTON SCHOOL DISTRICT ELEMENTARY SCHOOL #16 GC/CM PROJECT

1. In regards to project controls, please provide insight related to levels of authority and signing authority from the PM up to the school board.

Renton School District – Project Controls:

1. Per Board Resolution No. 13-19/20 – The Renton School District Board of Directors have designated the following individuals as authorized to sign contracts (including change orders) and invoices related to construction projects:
 - a. Superintendent of Schools
 - b. Assistant Superintendent, Finance and Support Services (CFO)
 - c. Executive Director, Capital Planning and Construction

Any individual on this list can approve a contract or change order that is less than \$350,000 for construction projects. Renton School District policy requires the school board to approve all expenditures equal to or in excess of \$350,000.

2. Per Renton School District policy, the School Board will also review and approve the project budget (identifying the owner's budget contingency amount) and the final construction contract (identifying the MACC, which includes total subcontract costs, negotiated support services, and contractor's risk contingency) for the project.
3. Owner's Budget Contingency – Will be not less than 5% of the anticipated contract value per RCW 39.10.350. Project managers have authority to issue construction change directives (CCD) and change order proposals (COP) utilizing the funding from the owner's budget contingency. Once pricing has been agreed upon by the GC/CM, Architect, and project manager, the CCD or COP are approved as part of a change order that is executed by the Executive Director of Capital Planning and Construction. If the amount of the change order is less than \$350,000, a contract adjustment is made after approval from the Executive Director. For change orders exceeding \$350,000, the Board of Directors approves the change order as part of their consent agenda. The Board of Directors meets twice per month throughout the year.
4. Contractor's Risk Contingency – This contingency is approved by the school board as part of the review and approval of the guaranteed maximum price (GMP) amendment. Use of this contingency will be approved by the school district project manager, who will regularly update the Executive Director of Capital Planning and Construction on the contractor's risk contingency status.

In summary, the Renton School District understands the importance of moving projects forward as efficiently as possible, while still maintaining internal controls to assure taxpayer dollars are being utilized to the highest level of public benefit. We want to assure the school district project manager has the tools needed to approve contract modifications, while simultaneously allowing for appropriate oversight and fiscal responsibility.