

Greenbook Committee of Public Works Standards, Inc.
Editorial Standards Subcommittee
January 17, 2018
Minutes

Location: via GoToMeeting, <https://global.gotomeeting.com/join/200349149>

I. Call to Order/Attendance: *The meeting was called to order at 11:04 a.m. Those in attendance were as follows:*

1. Erik Updyke*	L.A. County DPW	eupdyke@dpw.lacounty.gov
2. Dean Radle*	L.A. County DPW	dradle@dpw.lacounty.gov
3. Alaine James*	City of San Diego	ajames@saniego.gov
4. Jerry Borja*	City of San Diego	jborja@saniego.gov
5. Catherine Dungca*	City of San Diego	cdungca@saniego.gov
6. Chris Kubasek*	Orange County PW	chris.kubasek@ocpw.ocgov.com
7. Dan Phelps*	Gill & Baldwin, P.C.	dan@phelpsssw.com
8. Alex Salazar	City of Irvine	asalazar@cityofirvine.org

*via Go To Meeting

II. Approval of Minutes of Previous Meeting: *Minutes of September 20, 2017 meeting were approved as written.*

III. Old Business:

1. Style Guide-Update

- *Not discussed.*

2. Special Provisions Guide-Update

- *Not discussed.*

3. ESS Review Checklist

- *Not discussed.*

4. Part 1 Terms and Definitions: General Provisions Analysis

- *Dan had several questions for Erik.*
- *The GP Subcommittee is questioning the inclusion of quoted statutes.*
- *Erik explained that several statutes have required verbatim inclusion in the specifications or the contract documents and that such inclusion in the SSPWC was made to satisfy the statutes and for the benefit of smaller agencies.*

- *Dan and Erik discussed statutes. It was agreed that referencing a statute was better than quoting if the statute did not require inclusion.*
- *Erik expressed concern about statutes which are paraphrased in the SSPWC, in particular Public Contract Code 7102.*

IV. New Business:

1. Change Nos. 291P to 297P – Review of notes.
 - *The notes on Standard Plans 101, 120, 121,130, 131 were reviewed and discussed.*
 - *Various comments were made and discussed, in particular about notes that were subjective, redundant with requirements in the SSPWC, or conflicted with other notes.*
 - *Standard Plans 133 and 134 will be sent to the attendees. Comments on the notes are requested to be sent to Erik so he can compose and send to Alex.*
2. 2018 Edition – Status. *Not discussed.*

V. Other: *None.*

VI. Next Meeting: *February 14, 2018 at 11:00 a.m. via GoToMeeting.*

VII. Adjournment: *12:04 a.m.*