**Risk Management Checklist: Construction and Consultant Contracts**

Note: Use TAB key or cursor to move through form’s text fields and check boxes.

**Project Name:**      **Project Number:**

**Type of Contract:**

[ ]  Construction [ ]  GC/CM Construction [ ]  Progressive Design Build Phase 1

[ ]  Consultant SHORT [ ]  GC/CM Pre-Construction [ ]  Progressive Design Build Phase 2 Amendment

[ ]  Consultant LONG [ ]  GC/CM Both

**Name of Contractor or Consultant (if known):**

[x]  This is a State Public Works Project (subject to RCW 4.24.115)

**Scope of work:**

**Specific location:**

**Estimated Amount of Contract(s): Consultant $**      **Construction $**      (Both, if available)

[ ]  Subcontractors or sub consultants will be used. Approximately what percentage the work?      %

[ ]  Installation and testing of boilers, pressure vessels, HVAC and related equipment are included in the project.

[ ]  Contractor (other than Consultant) will be required to provide professional or consulting services (Design-Build or GC/CM Projects).

**Which best describes this project?**

[ ]  This project is: 1) new building construction; 2) additions and modifications to existing buildings which results in additional square footage; or 3) significant additions or modifications to an existing building that may put the entire building at risk of damage (collapse, fire, etc).

[ ]  This project is work, materials and/or equipment installed in existing buildings, structures and/or infrastructure.

**Brief summary of Hazardous Materials Assessment** (resulting from Project Manager and EHS discussions)**:**

Will abatement be part of the project? [ ]  Yes or [ ]  No

Who will do the abatement? [ ]  This contractor or its subcontractor [ ]  A contractor that we will hire separately [ ]  WWU in-house

Will the contractor or subcontractor haul away our hazardous materials for us? [ ]  Yes or [ ]  No

Will contractor use, bring or create its own (not ours) hazardous materials at the work site? [ ]  Yes or [ ]  No

**Licensed/Unlicensed Vehicles and Construction Equipment to be used:**

**Any other comments, special risks or concerns?**

**Project Manager:**       **Extension: x**      **Date:**

**E-mail this form to:** **paul.mueller@wwu.edu** **you can reach Paul at x3065.**