

AGC of Kansas Members:

Over the last couple of years, the AGC of Kansas Subcontractor Council has been working hard on several industry "Best Practices". The Council's focus is to increase awareness of issues impacting the construction job-site, increase efficiencies and productivity between the design professionals, general contractor, sub/specialty contractors and professional service firms. Some of these "Industry Best Practices" are being implemented on a national scale by AGC of America's Subcontractor Council (Chaired by AGC of Kansas' member, Tim Sinclair – Pal's Glass, Wichita).

Listed below are some of the key Industry Best Practice Topics for your review. We hope you will find the time to attend a future AGC of Kansas Subcontractor Council which feature general contractors, subcontractor/specialty contractors and professional service firms.

## **Topics:**

1. Scope of Work – Sample
2. Scope of Work – Step by Step How to fill out Scope of Work Templates
3. Proposals – Sample
4. Proposals – Step by Step How to Fill Out a Proposal
5. What Subs/Specialties could use from General Contractors after they Bid a Project – "Communication – Communication – Communication"
6. Pre-Installation Meetings – Agenda/Topics
7. Job-Site Meetings – Agenda/Topics
8. Pull Planning – Story Board Meetings
9. Lean Construction
10. Submittals
11. Addendums
12. Pre-Bid Meetings – Requirements
13. Payment Options
14. Information Technology
15. Millennials – What they want/expect from the contractor/job-site
16. Pre-Fabrication
17. Creating Partnerships in Project Teams
18. Close-Outs
19. Final Payment/Retainage

**AGC of Kansas' Subcontractor Council mission is to bring together the industry stakeholders to discuss key industry issues impacting the job-site and educate our members on how these issues can improve their overall bottom line.**

Should you have any questions, please contact Mike Gibson, AGC of Kansas Executive Director at [785.266.4015](tel:785.266.4015) or [316.928.8635](tel:316.928.8635).

Thank you for your support of AGC of Kansas and AGC of America.

Sincerely,

Scott Ludwick, 2017 AGC of Kansas' Subcontractor Council Chair (Builders Plus Construction, Wichita)  
Tim Sinclair, 2017 AGC of America's Subcontractor Council Chair (Pal's Glass, Wichita)