

ACEC Oregon

AMERICAN COUNCIL OF ENGINEERING COMPANIES OF OREGON

Meeting Minutes

SUBJECT: ODOT/ACEC LIAISON COMMITTEE MEETING

DATE: January 6, 2006

TIME: 9:00 AM – Noon

LOCATION: HR Training Center, 2775 – 19th ST SE, Salem, Conference A

Attendees:

Name	Agency/Firm	Email
Bob Carson (Co-Chair)	Mason, Bruce & Girard, Inc.	bcarson@masonbruce.com
Tom Lauer (Co-Chair)	ODOT	thomas.j.lauer@odot.state.or.us
Dick Upton	CH2M-Hill	rupton2@ch2.com
Randy McCourt	DKS Associates	rsm@dksassociates.com
Shannon Struble	J-U-B	sstruble@jub.com
Jeff Gower	ODOT Construction	jeffrey.l.gower@odot.state.or.us
Cathy Nelson	ODOT Regional	Catherine.m.nelson@odot.state.or.us
Jim Evans	DEA	wje@deainc.com
Tim Shell	KPFF	tim.shell@kpff.com
Mike Mowatt	CH2M-Hill	tmowatt@ch2m.com
Paul J. Heydenrych	URS	Paul_heydenrych@urscorp.com
Kay Van Sickle	Otak	kay.vansickle@otak.com
Paul DePalma	ODOT Region 1	paul.a.depalma@odot.state.or.us
Brian Bierwagen	Parametrix	bbierwagen@parametrix.com
Kevin Thelin	MSA	thelink@msa-epa.com
Kurt Larson	Jacobs Civil	Kurt.Larson@Jacobs.com
Marc Butorac	Kittelson & Associates	mbutorac@kittelson.com
Mark Shippen	HDR Engineering	mark.shippen@hdrinc.com
Brenda Jungwirth	ODOT BDU	brenda.jungwirth@odot.sate.or.us
Deborah Geideman	ODOT OPD	Deborah.l.geideman@odot.state.or.us
Tari Hayes	ODOT OPD	terese.s.hayes@odot.state.or.us
Ron Singh	ODOT Geometronics	ronvir.sing@odot.state.or.us
Kelly Retzman	ODOT OPD	Kelly.a.retzman@odot.state.or.us
Dan Oven	ODOT OPD	daniel.b.oven@odot.state.or.us
Donnell Fowler	ODOT OPD	donnell.m.fowler@odot.state.or.us
Dale Hormann	Oregon Dept. of Justice	dale.hormann@state.or.us
Kevin Boyle	OBEC Consulting Engineers	keb@obec.com
Ken Husby	W&H Pacific	khusby@whpacific.com
Steve Litchfield	HNTB	slitchfield@hntb.com
Karen Tatman	Quincy Engineering	karent@quincyeng.com
Doug Bish	ODOT	douglas.w.bish@odot.state.or.us
Tonya Finley	Otak	tonya.finley@otak.com

Sonny Bettelyoun	PBS Engineering & Environment	Sonny@pbsenv.com
Jay McRae	CH2M-Hill	jmcrae@ch2m.com
Tom Lulay	PBQD	lulay@pdworld.com
Mark Swatta	OBDP	mark.swatta@bdrinc.com
Dave Lutz	ODOT/OPD	david.j.lutz@odot.state.or.us
Ingrid Saltvold		

Note: attachments referred to in these meeting notes can be viewed shortly at the following OPD web site:

http://www.oregon.gov/ODOT/HWY/OPD/ACEC_ODOT.shtml#Liaison_Committee

1. Welcome/Introductions

The meeting was opened with self-introductions.

2. Status of Action Items From Prior Meetings (Bob Carson)

No carryover action items

3. Technical Sub-Committee Updates

- Technology Transfer Sub-Committee:
 - Developing a master list of ODOT Manuals on website. This will help ensure use of current manuals.
 - Evaluating usability of ODOT technical website; working to improve and will be looking for help.
 - Looking for ways to information share on BMP's.
 - First draft of work plan will be ready on 1/26. The Liaison Committee will receive email notification of availability for review.
- Contracts Sub-Committee:
 - Met on 12/5 to select topics for work plan; focused on what was achievable with measurable results.
 1. Develop a fuller understanding of ODOT solicitation documents and negotiation process.
 2. Empower and educate emerging small businesses.
- Project Delivery/Management Systems Sub-Committee:

Dave Lutz provided overview of the draft work plan (please see attachment).
- Construction Training Sub-Committee (Paul Heydenrych)
 - The Construction Training Committee is finalizing the development of a General Inspection Certification training program.
 - The program is aimed at entry to intermediate level inspectors and is scheduled for implementation within the next two to three months.
 - The current schedule shows the first "pilot" training session in late February. The team leader has requested input on when the consultant community feels a good time will be to offer training.
 - The general consensus seems to indicate training in the construction season is not desirable. Best times would be before April and after October.
 - Paul DePalma suggested that Local Agencies also be given the opportunity to send inspection staff to the training. This will be conveyed to the Construction Training Committee.

4. Transition of Contracting to OPO (Doug Tindall)

- Currently undertaking an organizational adjustment to shift A/E solicitations and execution of WOCs to OPO.
- Based on previous work with the AGC, similarities were noted between ODOT/AGC and ODOT/ACEC. Noting these similarities will be useful in development of A/E solicitations.
 - Currently working to develop standard templates for A/E solicitations that are similar to standard construction specifications, in that they would be similar from solicitation to solicitation, and more predictable.

5. Discipline Specific RFP Update (Diana Foster)

Diana Foster provided information regarding the Discipline Specific RFP.

- She is now the official point of contact for the Discipline Specific procurement.
- Notice sent out yesterday on ORPIN that ODOT is withdrawing previously-issued notices of intent to award.
- Responses to protests will be out early next week (week of 1/9/06).
- Commitment to move quickly; within three weeks new notices of intent to award will be sent out.
- Proposal review is fully re-opened (all proposals).
- Agency discretion will be used on COI forms. Intent is to award to all qualified firms.
- Inclusion of COI forms in future solicitations is under consideration.
- Existing full service ATAs have capacity remaining. Future full-service solicitation is not an urgent matter and will be delayed to beyond mid-2006.

4. Oregon Bridge Delivery Partners Update (Mark Swatta)

Mark Swatta provided overview of current status (please see attachment). Highlights include:

- Cash flow may affect the program.
- The Columbia River Gorge bundles are only being scoped to DAP.
- Most of the stage 4 and 5 bundles will be shifting to design-build.

5. Electronic Stamping (Ron Singh)

Ron Singh provided a presentation on Electronic Signatures and Digital Signatures (please see attachment).

6. ACEC/ODOT A Partnership for Excellence Conference (Ingrid Saltvold, Karen Tatman)

Ingrid Saltvold and Karen Tatman provided an overview of the joint conference, to be held March 6-8, 2006, in Wilsonville (please see attachment).

- Opportunity to bring key professionals together to build, partnership and share information
- Intended for staff at all levels.
- On-line registration will be open 1/19/06.
- Increase our understanding of each other's business environments.
- Conference is essential for all consultants working on ODOT projects.
- ODOT Project Delivery Academy will be a bonus session on March 8th & 9th.

March Meeting:

The March meeting will be Monday, March 6, 2006, from 7:30 – 9:00 a.m. at the Holiday Inn in Wilsonville (immediately preceding the Partnership for Excellence Conference (see item 6, above)). Please note this is a change from the originally scheduled date of March 3.

Meeting minutes taken by Tim Shell, KPFF Consulting Engineers, Inc.