

ACEC Oregon

AMERICAN COUNCIL OF ENGINEERING COMPANIES OF OREGON

Meeting Minutes

SUBJECT: ODOT/ACEC Liaison Committee Meeting

DATE: March 6, 2006

TIME: 7:30AM – 9AM

LOCATION: Holiday Inn Wilsonville, prior to ACEC/ODOT
Partnership For Excellence Conference

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
Jim Cox	ODOT	Jim.B.Cox@odot.state.or.us
Dave Lutz	ODOT/OPD	David.j.lutz@odot.state.or.us
Randy McCourt	DKS Associates	rsm@dksassociates.com
Diana Foster	ODOT Procurement Office	Diana.i.foster@odot.state.or.us
Sonny Bettelyoun	PBS Engineering	Sonny@pbsenv.com
Mark Swatta	OBDP	mark.swatta@hdrinc.com
Kurt Larson	Jacobs Civil	Kurt.Larson@Jacobs.com
Doug Bish	ODOT	Douglas.w.bish@odot.state.or.us
Charles Radosta	Kittelson & Associates, Inc.	cradosta@kittelson.com
Claude Sakr	HDR	csakr@hdrinc.com
Karen Tatman	Quincy Engineering	karent@quincyeng.com
Steve Litchfield	HNTB	slitchfield@hntb.com
Dale Hormann	Oregon Dept. of Justice	Dale.hormann@doj.state.or.us
Troy Bowers	Murray Smith & Assoc. Inc.	bowerst@msa-ep.com
Ken Husby	W&H Pacific	khusby@whpacific.com
John Ferguson	TY Lin	jferguson@tylin.com
Bill Hollings	Murray, Smith & Assoc.	whollings@msa-ep.com
Kevin Thelin	Murray, Smith & Assoc.	thelink@msa-ep.com
Jim Klemz	Parsons Transportation	Jim.Klemz@parsons.com
Kelly Retzman	ODOT-OPD	Kelly.a.Retzman@odot.state.or.us
Mel Sears	Parametrix	msears@parametrix.com
Dwight Hardin	GRI	dhardin@gri.com
Shannon Struble	J U B Engineers	sstruble@jub.com
Brian Bierwagen	Parametrix	bbierwagen@parametrix.com
Tom Lulay	Parsons Brinckerhoff	lulay@pbworld.com
Cathy Nelson	ODOT	Catherine.m.nelson@odot.state.or.us
Charles Radosta	Kittelson and Associates	cradosta@kittelson.com
Jim Evans	David Evans & Assoc.	wje@deainc.com
Donnell Fowler	ODOT	donnell.m.fowler@odot.state.or.us
Paul Heydenrych	Hatch Mott	paul.heydenrych@hatchmott.com
Kay VanSickel	OTAK	Kay.VanSickel@otak.com
Harold Lasley	ODOT	Harold.lasley@odot.state.or.us
Hal Gard	ODOT	howard.a.gard@odot.state.or.us
Jay McRae	CH2M Hill	jmcrac@ch2mhill.com

Attendees (Cont.)

Dustin Haas	ODOT	Dustin.j.haas@odot.state.or.us
Tom Wilcox	Berger/Abam	tom.Wilcox@abam.com
Krey Price	Tetra Tech	krey.price@tetrattech.com
Doug Bish	ODOT	douglas.w.bish@odot.state.or.us
Douglas Kirkpatrick	OBDP	douglas.Kirkpatrick@odot.state.or.us
Lois Cohen	Zetlin	lcohen@zetlin.com
Raymond Mabey	ODOT	raymond.mabey@odot.state.or.us
Lynn Iaquina	OBDP	lynn.iaquina@obdp.state.or.us
Linda Riley	OBDP	linda.riley@obdp.state.or.us
Dan McIntier	Lochner	dmcintier@hwlochner.com
Leslie Hildula	Zetlin	lhidula@zetlin.com
Don Owings	HDR	donald.owings@hdrinc.com
Marlena Alcanzar	Alcanzar & Assoc.	Malcanzar@alcanzarassoc.com

This was an abbreviated meeting due to the time constraints of the conference.

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. Office of Project Delivery (Tom Lauer)

- Recent changes to Key ODOT personnel were outlined, and include the following highlights:
 - Project Delivery Manager – Tom Lauer
 - Engineering Manager – Harold Lasley
 - Technical Services Manager – Dee Brown
 - Design-Build Program Manager – Bob Pappe
 - Sustainability Program Manager – Mike Wolfe
 - Several temporary positions in Region 1 were also described

4. Oregon Bridge Delivery Partners Update (Mark Swatta)

Mark provided a handout with selected updates highlighted in the following bullets:

- A/E Selection Process
- Latest Selections
- Stage 4 & 5 Developments
- Program Status

The details of the 4 topics of the OBDP presentation can be found in the next few days at the following link: http://www.oregon.gov/ODOT/HWY/OPD/ACEC_ODOT.shtml (click on Liaison Committee)

Region 1 Consultant Procurement Process

This topic was not presented.

5. Geo-Environmental Section update (Hal Gard)

- Their focus is process streamlining.
- The group is currently:
 - Refining their culvert and stormwater work plan for 2006
 - Completing process manuals for air quality, noise, wetlands, and geotechnical-hydrology
- Their long-term goal is to produce standardized scopes of work for all disciplines (for use in consultant contracting).
- Further updates will be provided on March 8 as part of the presentation during the conference.

6. Project Delivery/Management Systems Standing Committee Update (Dave Lutz/Jim Evans)

This committee is refining their delivery process.

- The first part of the work plan is in process:
 - They have decided to use the existing ODOT “Project Delivery Guidebook” as the baseline.
 - They are seeking feedback at a practical level from the Joint Committee and others, and placed the process plan at the conference to invite comments. Additionally, comments can be directed to the committee after examining the Work Plan soon to be placed on the web located at:
http://www.oregon.gov/ODOT/HWY/OPD/ACEC_ODOT.shtml#Standing_Committees
 - Expects to have all comments back by early April, and recommendations to the Liaison Committee by June.
 - A question was raised about whether this process applies only to design/bid/build projects, or is applicable to design/build as well. It was felt that this template currently applies to D/B/B, but can eventually be customized for D/B in the future.

7. Procurement and Contracts Standing Committee Update (Donnell Fowler)

- The presentation focused on the work plan update, which is now completed.
 - Comments have not yet been sought/received.
 - The committee is looking to refine the template document into a standard size.
- A discussion ensued regarding Small Firms.
 - The definition of a Small Firm is considered to be less than 60 people, including sub-contractors.

8. Technology Transfer Standing Committee Update (Karen Tatman)

- Their work plan is in place.
- The committee currently has 3 focuses:
 - Placing Quality reports on their website and distribute those to the Discipline Leadership Teams (including meeting and event times and dates)
 - Developing an electronic list of ODOT manuals that are pertinent to our group. They are working on a comprehensive list, including Federal Highway Administration resources
 - As to Usability and Compatibility, they are looking to create portals to entry pages for consultants and local government.

- The committee welcomes input and meets 1 time every two months.

9. NOA's (Tom Lauer)

- The Technical Services website now contains new performance specifications. These can be accessed at <http://www.oregon.gov/ODOT/HWY/Techserv>
 - This group welcomes input and comments to these documents

The meeting was adjourned at 9AM.

Upcoming Meeting Schedule

Upcoming meeting dates are: May 5, July 14, September 15, and November 3. The default meeting time is 9:00AM to noon. Meeting locations to be determined.

Meeting minutes taken by Sonny Bettelyoun, PBS Engineering and Environmental.