



AMERICAN COUNCIL OF ENGINEERING COMPANIES OF OREGON

## MEETING MINUTES

### ODOT/ACEC Liaison Committee

**Location:** HR Training Center, 2775 - 19th ST SE, Salem, Conference A      **Meeting Date:** January 11, 2008      **Time:** 9:00 AM - 11:00 AM

**Next Meeting Date:** March 14, 2008

**Minutes by:** Daniel McIntier, Lochner

**Attendees:**

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## 1.0 Welcome/Introductions – Karen Tatman & Tom Lauer

Karen Tatman called the meeting to order and invited participants to make introductions. A sign-in sheet was routed.

## 2.0 ODOT Updates – Tom Lauer

Personnel changes:

Jeff Scheick is leaving to Colorado.

Dee Jones will be his interim replacement and is coming from Right of Way

Richard Dunlap will be the interim Right of Way Manager

Transportation commissions has some changes:

Gail Achterman is the new chair however her term ends in June

Pappe is leaving.

Michael Nelson has been appointed as Vice-Chair

It is anticipated that new commissioners will be appointed in February.

The new specification book is being printed and will be in two volumes. The 100 sections and the second volume will be the technical sections. The specs should be available electronically in the Fall.

Presentation to AGC on project prioritizing

- Dropping cash balance
- \$50mm hit to modernization program normally \$100mm
- The cash balance was used for emergency conditions
- Each Region is to bring down modernization program
- This is rippling into other projects (OTIA III), some work reassigned in March 08.
- Looking at Fed Trust Fund and SAFETEA-LU for money.
- Commissioners will have influence on projects.

## 3.0 DMWESB Goals – Tom Lauer

The small business program is increasing to 50 contracts this year. These contracts are for \$75k or less.

The small business construction program will have 20 contracts by April or May.

There will be changes in the apprenticeship program coming in February. This will include changes to the specifications.

Looking for Regions 2 through 5 to provide 2 projects each to the program.

Handout summary

- 34% minority (hard) Program
- 26% Aspiration Program.
- Doing good / shows good relationships
- Study done by ODOT showed 80% or better utilization except African American and Asian
- Program is maintaining good utilization, but need to work to improve disparity races

A/E side data shows disparity in some formats for tracking.

- Still no hard goals on A/E side
- Stakeholders meeting Region 1 on January 23<sup>rd</sup>.

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#### **4.0 ACEC Steering Committee Meeting with Naveen Chandra – Karen Tatman & Naveen Chandra**

Region 1 completed a lessons learned on the scoping process. Project Agreements (PA) to develop scopes of work and DAP. All technical areas are involved in developing the PA and they will be completed before scoping.

Regions are spending significant time reviewing consultant work. Providing backup to how decisions are made should be provided to reviewers to expedite the review process. Backup data is important.

It was suggested to have a lessons learned meeting with consultants and the Area Managers. This would be a positive approach to improve the design and delivery process. This approach has been done before with DEA and Maury Smith. The lessons learned meetings have been held after construction and also after design prior to construction. Before construction shows what could have been done better, after construction shows quality of plans.

#### **5.0 Project Delivery/Management Systems Standing Committee Update – Dave Lutz & Jim Evans**

Consultant evaluations are being worked on by the committee.

#### **6.0 Training Standing Committee (Brown Bag) – Ingrid Saltvold, Tim Shell & Troy Bowers**

There were 150 comments from the ACEC conference survey. Areas of concern:

- Funding for Transportation
- Short Term and Long Term funding
- Outcome from Legislative sessions

There is still a need to find speakers, maybe economist (National or State). The plan is to have a firm agenda by February 1. The one-day conference is on Tuesday, April 15<sup>th</sup>, at the Holiday Inn in North Wilsonville.

Interest in having small businesses attend will be followed up with specific invitations and a flier sent out. The flyer will be developed by Lois Cohen of Zetlin Strategic Communications.

##### **Brown Bag Update**

The first training was in December in Region 1. There were 30 attendees with 2/3 consultants and 1/3 ODOT staff. There needs to be more participation to be successful. Circulation of the announcement will be enhanced for future sessions. The next brown bag will be January 31<sup>st</sup> having a roadway topic.

#### **7.0 Local Agency (Consultant Selection Process) – Alan Lively**

The program is updating current contracts.

The full service PA contracts are offered to Local Agencies.

There are 8 consultants under the new PA and no additional work will be assigned under the old PAs.

Currently they are working on mid-term corrections (rate sheets update) with some values being rolled in from current full service PAs.

Changes to overhead rates need to be submitted to Donnell Fowler for review.

Currently Local Agencies have had to methods to select consultants to perform work.

1. Check off a form and direct selection.
2. Issue a mini solicitation for the needed work.

Coming February 1 there will be a new selection process implemented. This will be in line with ODOT Local Agency and ODOT selection processes with mini solicitations.

There is ongoing certification of Local Agencies. This will lead to the Local Agency being able to administer their own selection process, provide construction inspection, and administer their programs. Eugene and Clackamas will be fully certified to select and administer contracts shortly.

ODOT LA is updating their process and if the changes are being evaluated. Expect to see final process in late fall or early 2009.

Notice: APWA conference is looking for 15 to 30 minute presentations to showcase projects. The conference is the week of April 14. Presentations need to be confirmed by January 31<sup>st</sup>.

## 8.0 Oregon Bridge Delivery Partners Update – Matt Stennes

Matt Stennes gave an overview of the current status of the OBDP bridge program, as follows:

### Total Program – 365 Bridges

- 286 Design-Bid-Build
- 79 Design Build

### 286 Design-Bid-Build Bridges

- 72 – No work bridges
- 39 – Construction complete
- 61 – Under construction
- 78 – Under design
- 36 – Pending NTP

### Design-Bid-Build Bridge Bundles

<b>Bundle 314</b> 2 replacement bridges <b>Anticipate A&amp;E NTP – 1st quarter 2008</b>	<b>Bundle 405</b> 8 repair bridges <b>Anticipate A&amp;E NTP – 1st quarter 2008</b>
<b>Bundle 408</b> 2 replacement bridges 1 repair bridge <b>ODOT Region 5 Delivery</b>	<b>Bundle 412</b> 5 repair bridges <b>Anticipate A&amp;E NTP – 2nd quarter 2008</b>
<b>Bundle 413</b> 5 repair bridges <b>Anticipate A&amp;E NTP – 2nd quarter 2008</b>	<b>Bundle 415</b> 4 repair bridges <b>Anticipate A&amp;E NTP – 1<sup>st</sup> quarter 2008</b> <b>Small Business Enterprise</b>
<b>Bundle 509</b> 3 replacement bridges <b>Anticipate A&amp;E NTP – 3rd quarter 2008</b>	<b>Bundle 520</b> 3 repair bridges 1 replacement bridge <b>ODOT Region 3 Delivery</b>

**Design-Build****79 Design Build Bridges**

- 8 – No work bridges
- 30 – Construction complete
- 19 – Under design/construction
- 22 – Pending RFP

**Design-Build Bridge Bundles**

<b>Bundle 414</b> 7 replacement bridges 1 repair bridge <b>Reviewing Proposals</b>	<b>Bundle 507</b> 4 replacement bridges 3 repair bridge <b>Anticipate RFP – 2nd quarter 2009</b>
<b>Bundle 508</b> 5 replacement bridges 2 repair bridges <b>Anticipate RFP – 2nd quarter 2008</b>	<b>Bundle 220 – Willamette River Bridge</b> <b>A&amp;E Selection:</b> <b>CMGC Selection:</b> Shortlist – 11/07                      RFP Release 1/2008 RFP Release – 12/07                  RFP Due 2/2008 Anticipated NTP 4/2008              NTP 6/2008

**9.0 ACEC Steering Committee – Cathy Nelson**

Planning will be starting as a focus on their needs.

A handout of Discipline Specific contracts results shows that 65 WOC are executed or pending.

Under the Full Service Contracts available to 8 firms, no contracts are underway. There will be project specific RFPs for consultant selection from the 8 firms.

Procurement is reviewing billing rates, policy for subconsultant markups, and terms and conditions. Performance evaluation policy has been completed.

**10.0 NOA's**

None.