



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:** May 9, 2008 **Time:** 9:00 AM - 12:00 AM

Next Meeting Date: July 11, 2008

Minutes by: Jim Evans, Moyano Leadership Group

Attendees:

NAME	ORGANIZATION	E-MAIL
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Walt Bartel	DEA	wgb@deainc.com

1.0 Welcome/Introductions – Karen Tatman

The meeting started off with a welcome to Karen Tatman and Tom Lauer, then round table introductions were done.

2.0 InRoads – Gary Holeman

Gary Holeman gave an update on InRoads training. No training class notice has been sent out, but something should be going out today. This allowed ODOT staff a 2-week advance opportunity to sign up for classes. The training class schedule was adjusted to create openings in local areas. Training period is from the first week of June into the first week of August. Consultants' training needs were solicited by ACEC and ODOT adjusted to meet those needs. ACEC will notify consultants of the training class sign-ups via the regular protocol. The InRoads Upgrade class is a 2-day training course via a vendor with a cost of \$600. A second half-day course has been developed related to integration of the ODOT workspace, and InRoads workflow. Karen asked if the half-day class was tailored more for CAD or computer administrators versus designer. Gary said that actual ODOT users will be going to half day course. The half day course is free. It was suggested that small businesses should also be notified of the training opportunity.

The other item discussed was whether or not there is a firm date when the new version of InRoads must be used. Gary said that this has not been finalized. It is still under discussion. The majority of users seem to like the new version. Designers may want to convert on-going projects due to the efficiencies in the new version. There should be a project by project decision with the PM. It was recommended that someone from procurement sit in on any discussions for determining a drop-dead conversion date due to possible contract implications.

3.0 Oregon Bridge Delivery Partners Update – Don Owings

Don gave a short update. The 365 bridges are at 90% complete for design. Everything will be under design by this Fall. Design/build is winding down. Overall design program winding down and construction is gearing up. CMGC firm for Willamette River Bridge will be Hamilton-Sladen. NTP is expected by the end of the month.

4.0 ACEC Steering Committee – Cathy Nelson, Gayle Harley

Several issues being addressed today. May 21st is the ACEC business dinner. Each of the ACEC committees will be providing an update to ACEC members. ODOT is invited.

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

Design criteria document is going through the approval process. Project expectations will be laid out at WOC execution, including any project design assumptions ODOT Leadership Team has provided approval. The Design Criteria is a two to three page document with parameters of design.

Design Acceptance milestone is moving through ODOT management. Being discussed is design quality documentation, acceptable DAP, and best practices. The Project Delivery Leadership Team (PDLT) and Technical Leadership Teams (TLT's) are having discussions about this. The expected product is a five to six page document to highlight which goes into DAP. Regions don't want to be boxed in by specific requirements.

Guidelines will be prepared for what is needed in order to keep some flexibility since project needs vary.

Consultant evaluations are the next major topic for this group. The group has developed a straw proposal. The purpose of evaluations is to assure that ODOT is receiving good value, to gain from lessons learned, and to inform the selection process. Evaluations would be done for A & E contracts of \$100k or more done under the Full Service, Discipline Specific contracts. No OTIA III contracts will be considered. The Columbia River Crossing project and other major projects have their own evaluation process. On the team for this effort is OPO, OPD, and Consultants. The committee is meeting today. It will be the kick off meeting for this topic. The group expects to work on this through the summer. They hope to have a pilot that can be implemented by the end of the year.

Bridge section has new guidelines on bridge design. The Bridge section will attend future meetings to give updates on the more formalized process. Look for further communications.

6.0 ACEC – ODOT Conference Follow-Up – Ingrid Saltvold & Bob Carson

The April 15th conference went very well. Around 200 people attended the conference. A survey was sent out via email to participants. The survey results were very valuable. Survey results indicate that attendees loved the conference. The morning session got very high reviews. People appreciated the speakers. There is a meeting this afternoon for debrief on improvements. Attendance was about 50% consultants and 50% ODOT. Many new people attended as a result to additional outreach. One interesting statistic was that 14% of attendees responding to the survey said they had 1-3 years experience. 80% said the conference met their goals. Previous comments suggesting additional networking time was appreciated. An e-mail announcement will be distributed within the next week to attendees offering a video / dvd of the morning session. Each company can obtain one copy for free. Additional copies will be \$15 each.

Go to http://www.oregon.gov/ODOT/CS/Training/Presentation_materials.shtml to obtain copies of all presentations from the conference.

7.0 Training Standing Committee – Ingrid Saltvold & Bob Carson

Brownbags – Troy Bowers said that the upcoming session is being postponed due to room availability. Attendance was good and the brown bag series has good momentum. Location is Region 1 for now with hopes to branch out in the future.

8.0 Technology Transfer Standing Committee – Holly Winston & Charles Radosta

Holly Winston reported that the committee met two weeks ago. Steve Litchfield with HNTB is conducting a survey to be sent out sometime in the near future. Survey is about what changes people would like to see with the ODOT web site.

9.0 ODOT Updates – Tom Lauer

Eryca McCartin reminded everyone that the new Standard Specifications books are available for purchase via the website. All projects with Bid Let after September 1, 2008 must use the 2008 Standard Specifications. However, there is no penalty for early conversion. There is an exception process for using the 2002 Standard Specs after that for special circumstances. ODOT can assist anyone in the use of new Specs book.

You cannot mix and match between the 2002 and 2008 spec books and reference specs. If you are looking for your favorite reference special provision, chances are it has been incorporated into the 2008 Standard Specs. The hope is that all new projects under construction next year will use the 2008 Standard Specs. Local agencies can contact their local agency liaison or contact OPL directly. A document with a summary of changes is available on line.

The 2008 bid item list is on the web site at
http://www.oregon.gov/ODOT/HWY/SPECS/bid_item_list.shtml

Training on Estimator ongoing over the next month and a half. If there are any questions, you should call Erica at OPL.

Eryca also reported that electronic bidding is going well. The number of participants is encouraging. Most recently, 5 out of 6 bids were received electronically. Starting to look at electronic plan distribution.

ODOT Staffing Changes:

Jane Lee is the new Region 2 manager

Deb Guideman left ODOT to work for Flour in Australia, With Deb's departure, Jim Cox is the interim Program Management leader in Tom's shop. Paul DePalma is the interim Advance Contracting Manager.

Tom is recruiting for Willamette River Bridge Project Manager. Tim Dodson is the Interim Project Manager of bridge.

Lisa Ansil is now the QA/QC manager in OPL.

10.0 NOA's

Alan Lively discussed Local Governments Program updates. The Flex services contracts (8) are being updated to define the use of mini-solicitations as the required QBS process. Next solicitation is next spring.

Cities/Counties are getting certified, which will allow them direct to contract directly with consultants rather than using the ODOT contract. Multnomah County, Clackamas County, City of Eugene are just some of the agencies working through certification.

The Draft EIS up on the website for the Columbia River Crossing. Comment period closes the end of June.