



# ACEC Oregon

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:** Jan. 9, 2009

**Time:** 9:00 AM -  
12:00 AM

**Next Meeting Date:** Mar 13, 2009

**Minutes by:** Tony Roos

### Attendees:

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## MEETING MINUTES

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**1.0 Welcome/Introductions – Karen Tatman and Tom Lauer**

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

**2.0 PD-12 Draft Public Involvement Expectations – Gary Farnsworth (Reg 4 AME)**

ODOT is preparing an Operation Notice for Public Involvement. The original PD-12 was intended as guidance to create a communication plan and message to the media. This update is intended to be a cradle-to-grave guidance document for Public Involvement.

Gray and the PIUT are requesting comments on this document by January 31, 2009.

Lissa Willis is developing training to reflect the Operation Notice.

Comments:

1. Budgets are established early by the agency and are rigid; is there a way to have flexibility in the budget to take advantage of relationship building opportunities?

ODOT Leadership is encouraging staff to value the Public Involvement Process. Consultants can help ODOT by identifying potential opportunities.

2. PI can be the first thing to be dropped when budgets are challenged.

The intent of PI is to do what's necessary and helpful. The intent of PD-12 is to get the importance of PI down through all levels in the agency. All suggestions on any project (internal & external) are welcome and expected so that pitfalls are avoided and opportunities are seized.

PD-02 Update: ODOT is currently updating PD-02 to better define the DAP report by “what’s needed to make a decision” rather than “format of document.” When ready, the draft will be discussed and reviewed w/ ACEC.

### **3.0 Inroads Directive – Gary Holeman**

ODOT Staff is all trained. If more training is requested, ODOT could do more. ODOT is currently working on a training contract that would allow consultants more access into ODOT training.

Workspace: ODOT will continue to support both old and new versions of InRoads within the ODOT workspace. However, the workspace will receive updates for InRoads XM. The older version of InRoads will not be updated.

### **4.0 PROJECT DELIVERY – MANAGEMENT SYSTEMS STANDING COMMITTEE UPDATE - Jim Evans**

Dave Lutz is stepping down as co-chair. Paul DePalma will be replacing him. Dick Upton has left CH2M and is now at ODOT. ACEC will identify a replacement.

The committee has completed their current work-plan (or in-progress) and are looking for suggestions for this year’s work plan. The committee’s Consultant Evaluation review will be presented to the Steering Committee after the general meeting.

### **5.0 OBDP UPDATE - Matt Stennes**

Matt Stennes provided an overview of the OTIA III projects. There are many projects with 2009 Bid Let dates. Tom Lauer and Matt stressed the importance and on-time delivery. The program is currently enjoying good bids over the last 6-7 months due to the competitive market. The projects are scheduled such that large projects are spread out to avoid multiple large projects bidding at the same time. What multiple large projects are being bid concurrently, competition is reduced as many construction companies will not prepare bids on multiple large projects. In order to continue the good bidding environment, projects need to be delivered to OPL as scheduled. If your project is experiencing any issues related to scope or schedule, you should be notifying OBDP as soon as it is known so that the issues are resolved as quickly as possible. Tom said that ODOT is very motivated to do what it takes to maintain the scheduled Bid Let dates.

2009 will be the busiest construction season. 2010 will still be busy with a drop off in 2011 and completion in 2012. Design work is well over 80% complete.

### **6.0 ACEC STEERING COMMITTEE UPDATE- Cathy Nelson / Troy Bowers**

Cathy introduced Troy Bowers as the new Co-Chair replacing Gayle Harley.

The Steering Committee will be hearing presentations from the standing committees after the general meeting. The reporting committees will be:

- Procurement & Contracts - Fee Negotiation
- Local Government Section
- PDMS – Work Plan

## 7.0 Procurement & Contracts Standing Committee – Michelle Remmy/Donnell Fowler/Mike Mowatt

Michelle Remmy was introduced as the New Chief Procurement Officer. Michelle has over 28 years of experience with the State (12-yrs at DMV, 8-yrs Parks, 8-yrs Forestry).

Donnell is taking a 2-year rotation to Major Projects Branch (MPB) as a liaison between MPB and OPL. Donnell will still work with the Procurements Standing Committee.

The committee is currently finalizing the Fee Negotiation worksheet; 3 issues are outstanding. The committee will be presenting to the Steering Committee after the general meeting.

## 8.0 TRAINING STANDING COMMITTEE – Ingrid Saltvold

### ACEC Conference –April 21, 2009 – NEW DATE

Ingrid presented the DRAFT Agenda for the Conference; see attached. They would like input on the Activities and work sessions by 1/16/09.

## 9.0 Technology Transfer Standing Committee – Holly Winston/Charles Radosta

A Survey Monkey survey will be sent out to identify what manuals and services need to be updated.

The PDLT reports will now include a table showing what manuals have been updated, similar to how bulletins and guidance documents are tracked.

## 10.0 LOCAL AGENCY – Alan Lively

### Potential Federal Stimulus:

LGS has asked local agencies for lists of projects that can be easily prepared (CE only, no R/W). The request was also sent to MPO's for their list of projects.

The existing LGS Flexible Services contracts have been extended for the current STIP

ODOT is preparing a RFP for the new Flex Services contracts for the next STIP. They are going to develop a state-wide list, not region specific and hope to be as inclusive as possible. The RFP is tentatively scheduled for March/April; LGS hopes to have contracts in place by November.

## 11.0 ODOT UDPATES –Tom Lauer

### Changes:

Donnell Fowler – Temporary assignment to MPB  
Rich Brennerman – Director of CRC

### Updates:

Federal Stimulus Package – Likely to have 180-day obligation for construction and goals to have “Boots on Ground” by March/April, which will introduce additional competition for scheduled OBDP projects. Schedules for OBDP projects are absolutely imperative that they not slip. ODOT is looking at diversifying the project types to avoid only paving projects; deck overlays, signals, barrier replacement. Region 1 is preparing a plan to

spend their share of the Stimulus Package on addendums to existing projects to add scope.

Current Budget – Governor Kulongoski has ordered a 10% cut for all General Fund Agencies. ODOT is hopeful the Transportation Bill (JTA 2009) is completed ahead of the General Fund discussion in Senate.

## **12.0 NOA's**

Please send any and all comments/suggestions to Tom and Kathy

Karen said thank you to the ACEC firms for the strong response to Bill Ryan's request for volunteers on the NEPA committee. All 8 volunteers are provided input to ODOT.

Alaska DOT met with ODOT regarding the OTIA program. ADOT has over \$1B in projects to support Gas pipeline projects. ODOT recommended ADOT meet with ACEC to get our perspective on the OTIA program and the use of a consultant as a Program Manager. Karen thanked ODOT for making that suggestion. Karen Tatman, Gayle Harley, and Mel Sears met with the ADOT group and had a good discussion.

## **13.0 Meeting Adjourned**