

Forum Chair: Scott Gero
Forum Coordinator: Tom Ziegler

Next Forum Meeting Date: 11/6/19
Forum Reporter: Angela Snyder

Welcome and Introductions – Tom Ziegler (Pond)

GDOT – Albert Shelby (GDOT)

- Albert gave a presentation about project and program delivery:
 - o Know your schedule. Share your schedule with your team members including sub consultants.
 - o First thing needed is the P6 schedule and put it in whatever format is useful for managing the project. GDOT is willing to pay for a scheduler on a project.
 - o Communicate any cost increases, schedule extensions, scope creep, etc. that arise due to SMEs requesting things to be added or changed on the project.
 - o Communication plan for all involved is important – between project team, with GDOT staff, with locals, etc.
 - o Monthly communication with team and GDOT staff is key to keep everyone updated and accountable to their scope, schedule and budget.
 - o Ownership is key
 - o Build a relationship with the District Program Managers because they can help with there are issues with a project
 - o Escalate schedule concerns up the chain to Albert if needed
 - o Trying to complete milestones within the fiscal year instead meeting the actual schedule is no longer acceptable
 - o Instead of consultants assessing the risks on a project, let GDOT assess those risks and determine what is acceptable to move forward or not
 - o Concept reports are now being scored
 - o The scoping process currently has 19 steps in it. A procurement plan is very important.
 - o Quality should be focus- Albert will call the consultant if Marginal and Poor scores are given for submittals
 - o Marginal and Poor scores may lead to less than 10% profit on future task orders as a way to address consistent quality and performance issues
- Albert talked about upcoming work:
 - o Bridges coming out in December
 - o Arterial projects were kept in house
 - o ROW Acquisition services needs help and will be included in the consultant acquisition needs list
- Albert then answered questions from the audience.

Announcements – Tom Ziegler (Pond)

- Sign ups for all events can be found on the ACEC Georgia website.

Information was condensed from a recording of the Forum meeting. Please get in touch with Angela Snyder if there are additions and/or revisions, Angela.Snyder@wolvertoninc.com. Thank You.