Welcome and Introductions – Tom Ziegler (Pond)

GDOT – Albert Shelby (GDOT)

- Albert gave a presentation about project and program delivery:
  - Know your schedule. Share your schedule with your team members including sub consultants.
  - 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.
  - Communicate any cost increases, schedule extensions, scope creep, etc. that arise due to SMEs requesting things to be added or changed on the project.
  - Communication plan for all involved is important – between project team, with GDOT staff, with locals, etc.
  - Monthly communication with team and GDOT staff is key to keep everyone updated and accountable to their scope, schedule and budget.
  - Ownership is key
  - Build a relationship with the District Program Managers because they can help with there are issues with a project
  - Escalate schedule concerns up the chain to Albert if needed
  - Trying to complete milestones within the fiscal year instead meeting the actual schedule is no longer acceptable
  - Instead of consultants assessing the risks on a project, let GDOT assess those risks and determine what is acceptable to move forward or not
  - Concept reports are now being scored
  - The scoping process currently has 19 steps in it. A procurement plan is very important.
  - Quality should be focus- Albert will call the consultant if Marginal and Poor scores are given for submittals
  - 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:
  - Bridges coming out in December
  - Arterial projects were kept in house
  - 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.