

Transportation Forum Coordinator: Wendy Dyson

Next Forum Meeting Date: 03/01/2017

GENERAL ITEMS:

- Forum will take on more of previous year format and not all subcommittees will present unless they have information they feel important.
- Open discussion will be a part of each forum meeting.
- David Norwood speaking March meeting concerning schedules
- Bill DuVall and Greg Grant for May. (Bill DuVall is scheduled to speak at Transportation Winter Workshop in February)
- Requests for forum topics, discussions, panels etc. and please email to Wendy or appropriate subcommittee
- Procurement Subcommittee will present every month and other subcommittees as necessary.
- All subcommittee co-chairs should submit minutes to Rob Lewis after each meeting.

SUBCOMMITTEE REPORTS:

Procurement (2017 Co-Chairs: GDOT – Treasury Young & ACEC - Saurabh Bhattacharya)

Saurabh Bhattacharya gave the report. (For more detailed information contact co-chair: Saurabh Bhattacharya)

- **CMIS** is up and running (still some issues with consultants' prequalification page listing)
- **Contract award numbers/volume**
 - In January 2017, a total of 52 contracts were executed valued at \$23.5M.
 - For comparison – FY 2016 had 561 contracts executed with a value of \$286M. First seven months of FY 2017 has 521 contracts signed valued at \$237M.
- **Negotiations Task Force / Scoping**
 - Working on labor categories and qualifications. Draft list has been developed based on two other states and feedback is being solicited from other CRC committees. Goal is to have a common understanding of labor categories between GDOT and Consultants.
 - Treasury noted that this is not an effort to cap labor rates, but to ensure consistency. Over the years there has been talk of consultant labor rates running high. Federal rules allow states to look regionally at labor rates. Office of Audits performed an internal study and confirmed that our prevailing rates are reasonable
 - Working to chart out task order procurement process before it hits Office of Transportation Services Procurement (TSP). Goal would be to have scope agreed with GDOT PMs and SMEs and approved scope emailed to the TSP mailbox (No discussion of man-hours). This will eliminate any re-scoping once TSP gets involved. Process would be a little different for the first task order on new contracts – TSP would coordinate the scoping meeting.
 - Albert noted that goal is to also to have a more robust and standardized task lists for conventional batches. AECOM has defined task order scopes with standard man-hours on the bridge contracts.
 - Joe Carpenter noted the need to eliminate delays on project schedules. A large part of overall delay occurs before Consultants are even selected, however, schedules are shared with GDOT Board prior to procurement. This issue is being looked into as part of the task force.
- **Supplemental Agreements task force update**
 - A total of 15 contracts have been identified that are over 10 years old. Contracts were negotiated thru final design, but are still in earlier phases.
 - Albert had a group meeting with affected consultants. It was agreed to handle each project separately. Two supplemental requests have been received to date.
 - Tommy mentioned the need to eventually fix budgets in CMIS by phase, although contractual obligation is to maintain overall Not to Exceed amount and not individual phase amounts.
- **Drilling Work and Changing Process**
 - GDOT has noticed a drilling cost difference between OMAT contracts and Consultant contracts.
 - Drilling is a non-engineering, pass-thru cost that is not governed by the FHWA process. State rules do not require competitive sealed bids up to \$25K, but recommend 3 quoted be obtained for work over \$5k. GDOT is in the process of better defining a process for procuring this work that is compliant with state rules and does not hurt project schedules.
 - At this time GDOT anticipates the following –

- Work valued at less than \$10K – no bids/quotes required
- \$10K to \$25K – 3 quotes required
- Over \$25K – sealed competitive bids required
- GDOT will be responsible for procuring the drilling work and expect the selected firm to coordinate with the Geotech firm. Geotech firms will be allowed hours for coordination.
- GDOT could issue a Request for Quotation for various drilling works and have multiple firms on board. Firms will have a menu of services type unit price for various scope items. GDOT will determine lowest price based on defined scope. Additional selection factors for assigning work could include available capacity, ability to meet schedule and whether the firm is in good standing.
- Request for Quotation could be put out on an annual basis for five years allowing opportunities for additional firms. Existing firms could get the opportunity to adjust rates. An overall budget cap by firm is not anticipated.
- CRC Geotechnical committee is engaged and meeting with OMAT on 2/16.
- **Audits**
 - Reminder Audits due by June 30th
 - Audits now has a standardized form for firms interested in voluntary lowering of overhead rates. Any lowering of rates would be applicable to all contracts for the firm in the current fiscal year.
- **Project Batches and Bridge Bundles**
 - Procurement noted problems in subject line descriptions for 2016 Bridge Bundle # 3 submittals.
 - Reference information on SOQs - Verify your references prior to submittal as not all are responsive
 - Personnel changes that occur on an active solicitation (Phase I) must be submitted to Procurement.
 - Shortlist for Batch 3 -2016 announced in 2 weeks and open procurements include Innovative Delivery Owners Rep, Innovative Delivery GEC, Region 2 On-Call, Aerial Photography, etc.
 - Upcoming procurements –
 - 2017 Conventional Batch 1 will be advertised as listed (March)
 - 2017 Conventional Batch 2 will grow based on STIP finalization by Planning
 - Bridges – 30 new PI nos. received from Bridge office and working on programming another 30 PI nos. Acquisition list will be updated once programmed.
 - Encourage consultants to review engineering services listing for design-build/MMIP projects.

OPEN DISCUSSION

- **DocUSign** – what length of time is experiencing to get completed and receive NTP (2 weeks to 2 months was stated) Meg Pirkle said that she would have looked into. (Joe Macrina)
- **GDOT PM Task Scope Template** – Discussion/suggestion to develop a General Task Scope Template to get language (standard) acceptable to GDOT to reduce back and forth; would add details as necessary per project specifics (Scott Gero)
- **PIOH responses** - Discussion about whether the Department could establish standard responses for public for the common issues to speed up delivery time of the response letter. (Scott Gero)
- **Project Managers roundtable** – Cost Estimating recommendation and Engineering Services offered to work with Program Delivery on this. Send other roundtable suggestions to subcommittee members (Jimmy Garrison)
- **Bridge Program Management Roundtable** – Sean Pharr volunteered
- **Bridge Bundles** – new scoping will have Task Order going through concept and part of environmental (Sean Pharr)
- **Environmental** – constructibility focused end permitting. Panel discussion being held at Transportation Winter Workshop. Streamlining for Arch/Hist/A&N/ for State funded. Developing user friendly documents (Laura Dawood)
- **Surveying** – A questions was asked regarding surveying practices for GDOT and if anyone has any comments or discussion or if the Steering committee should look into (exploring the need for a task force or subcommittee) {adding} a sub-committee for Surveying. This would require meeting with consultants in the industry to understand if there are any unique challenges that GDOT and the consultant community could work together to improve (Joe Macrina)

- **GDOT Project Schedules** – no time is allowed for Task Order negotiating; the Baseline schedule does not have room to make this up and delays schedule. Task Order 1 is typically Survey and Traffic and Task Order 2 should be negotiated while TO 1 is underway. (Al Bowman)
- **Training** - Suggestion to add video recording of panels etc. for distribution and availability. Include Web-based training option and recommend Contractor participation (Al, Jimmy and Rob)
- **Clarity of Delivery Process** – GDOT wants to know who is doing what. Further discussion asked if GDOT is planning to go to hourly rate caps and/or hours for certain tasks. Standard Position descriptions– GDOT is wanting more defined position descriptions and hourly rates all over the place etc. (Rob Lewis)
- **Side note:** A study was conducted and determined that consultant rates are reasonable. (Daveitta J.)
- **For Fee Cost development** – Is everyone using 6-8% and is that working? Everyone seemed to agree.
- **Capital Update** – Sully provided a summary and said all would be included in the ACECGA email updates.

DISCLAIMER:

As many of you may have noticed; I was not at 100% for this meeting and apologize for omissions, etc.
Please send any additions and/or revisions to the above and we will send out a Report revision. Please send me your subcommittee notes immediately after your meeting to facilitate better representation in this report.
Ossie