Transportation Forum GPTQ Subcommittee Selection Process – Joe Macrina and Tommy Crochet

- Averaging about 250 applicants for the former 73 (approximate) available positions (1 out of 4 chance of selection). Top requested subcommittees included the following:
  - Program Delivery (8 positions)
  - Procurement (14 positions)
  - Roadway Design Policy (8 positions)
  - Engineering Services (7 positions)
- A matrix was created to organize the information received from applicants: prior subcommittee service and activity, subcommittee meeting attendance, leadership roles, company size and representation and more.
- Apply for multiple subcommittees instead of just one. If having never served before, apply to serve on smaller/less popular committee and move up to others (such as Awards/Training) as you demonstrate your participation.
- If you are currently on a subcommittee you must reapply and no guarantees of retaining position. Co-Chairs change every 2 years. About 50% of committees change members out to new people.
- Subcommittees are kept small to promote healthy discussions between GDOT and Consultant members.
- The Steering Committee and Consultant Relations Committee (CRC) are not applicant positions: Steering Committee members are previous co-chairs of Consultant Relations Committee. CRC committee member slots are filled by former Subcommittee Co-Chairs or Forum Coordinator.
- The Steering Committee and CRC meets with GDOT Directors, Chief Engineer and high level GDOT staff to elevate important issues and provide direction to consultant industry.
- The committee member numbers are kept low to provide equality between GDOT and Consultant participants to allow all to have more frank discussions and identify common issues, etc.

- **Submittal process will be online via ACEC GA website. Apply online here!**
- Forum Coordinator organizes meetings and sets the agenda in coordination with other subcommittees.
- Forum Reporter created 2 years ago, develops Forum minutes and provides to ACEC for sharing to community. Subcommittee minutes are shared via Forum Coordinator or Reporter.
- Environmental Co-Chair is appointed but the subcommittees are made up of ACEC and non-ACEC environmental consultants.
- Subcommittee members should not send a substitute if unable to attend their meeting. A subcommittee member position is individual and not transferrable within your company organization. In addition, if someone steps down from serving on a subcommittee; a replacement will be selected through the CRC and is not necessarily filled from same company.
- Task Forces are created as needed from time to time to review and address a concern/need such as the Cost Estimating Task Force.
- **Please see attached ACECGA ‘Call For Volunteers’ for a complete breakout of subcommittee needs.**

**SUBCOMMITTEE REPORTS:**

**Preconstruction Awards – Keith Franklin presented report for Michael Thomas, Co-Chair.**

**Mission** - The purpose of the Preconstruction Awards Committee is to review and select finalists for ACEC GA Preconstruction Awards. The awards, given across several categories in the industry, are intended to be a celebration of the work of consultants, designers, and owners in response to their bettering of the public good. The Committee welcomes ideas for subsequent awards and awards procedures.

**2018 Report**

1. We have been active lately with award submittal reviews. Submittals were reviewed, shortlisted, and we just made the final selections last week. Thanks to everyone who took the time to submit.
2. The award winners will be announced at the Transportation Summit in November.
3. The committee’s primary function is to review award applications and make selections so it is very active late each year. Otherwise, we are responsible to plan for the next award cycle and consider revisions to the process and updates to or additional categories.
CEI – Ed Hill, Co-Chair

Mission - Ensure the quality and consistency of CEI statewide. Make sure that there is available and relevant training for inspectors. Assist with bringing technology to the industry and generally keeping industry informed to make sure stays important to consultants as well as inspectors

2018 Report –
1. In the past couple of years working developing new training Program in conjunction with GDOT and GATech to convert from ESD program to CEIT initiative.
2. Working with GDOT to move from laptops to tablets.
3. Working with GDOT to usher in new software (ASHTOware) that is current and more relevant
4. A lot of outreach with Georgia Technical Schools in terms of recruiting and getting graduates into CEI and holding industry forums similar to the Transportation Forum to get the CEI message out

Bridge – Greg Grant, Co-Chair

Mission – Focus is to improve the quality of bridge plans for GDOT. The committee’s initial work produced the Bridge Design Manual and Bridge Detailing Manual. The committee assists the Department in addressing design issues and concerns relative to lessons learned and industry practice.

2018 Report
1. The Design reference manuals for both bridge design programs (CONSPAN and RC-PIER) have been created and submitted to GDOT Bridge for formatting and will be added to the GDOT Design reference page at a later date.
2. The focus of the committee is now on creating a reference document for Accelerated Bridge Construction (ABC). The document is expected to be divided into two parts: Part one will address when to consider ABC and a particular project’s suitability for using it. The Second part will address design specifics for particular ABC items.
3. Other focus areas: Providing input from consulting industry on various topics including the GDOT Bridge Quality Scoring Sheet, Railroad coordination, and feedback from construction and Design Build
4. Our next scheduled meeting is December 5, 2018.

Question: Is Bridge Inspection covered under this committee? No, not at this time.

Engineering Services – David Henry, Co-Chair

Mission – The subcommittee meets every other month and works closely with Engineering Services to establish best practices for the delivery of quality construction plans and coinciding estimated construction costs. Report and track project deliverables not delivered per the baseline schedule. The goal is to assist GDOT in meeting an 80% success rate

2018 Report
5. Published Hot Mix Asphalt pay item index guide, Low Impact Bridge Program bid guide, a Roundabout Project bid tab data, a Steel Strength Type 4w/Mast – a lot of this is bring costs together as we build cost estimates to get a general idea of what prices are consistent
6. PCE – Completed 1 PCE for the 1st CFI in Georgia in Dawsonville. Goal of 15 (Operational Improvements with Traffic Ops, CFI, open for suggestions) and continue awareness of benefits of the Post Construction Evaluation / lessons learned.

Other Items discussed at last committee meeting:
1. Subcommittee continues to track and publish commonly seen field plan review comments twice a year.
2. Estimating – list of common items for CES errors, design guide for pay items (items that have complimenting items – erosion items/erosion maintenance, MSE wall / coping or barrier...).
3. Update common EPD review comments – Now posted on ACEC website
4. Cost Estimating
   a. Certain pay items in CES are having cost issues where they are not being priced by CES
      • 4” sidewalk is pricing high – using average cost model versus regression models. Regression models account for quantity in providing unit price.
      • Plan to develop CES workaround.
b. AASHTOWare Project Software (https://www.aashtoware.org/products/project/project-overview/) will be replacing CES (still in the initial planning stage within the IT Office for this software upgrade project. On completion of this, the IT Project Manager will be reaching out to all the offices currently using CES for further discussion, reviews and demo schedules). GDOT IT had a meeting on 9/18/18 with Planning, Roadway Design, Engineering Services and ROW on AASHTOWare:
   • Discuss about Migration of CES (Cost Estimating system ) application to AASHTOWare Project Estimation software
   • Road Map and Next steps
   • Q & A
5. The following policies have been updated:
   c. 2440-2 Performance Measures was updated. See attachment for a summary of changes.
   d. 2434-1 Method of Payment for Earthwork posted September 6, 2018
   e. 2450-1 Value Engineering posted September 6, 2018
   f. 3A-9 Cost Estimating Purpose submitted September 12, 2018 for GDOT internal review
6. Exit tire wash assemblies are not to be included in the plans until further notice.
   g. 163-0310 Construction of Exit Tire Wash Assembly
   h. 165-0310 Maintenance of Construction Exit Tire Wash Assembly.
7. 2450-1 Value Engineering clarified VE Study policy on who can request one if the project is less than 50 million.
8. 2434-1 Method of Payment for Earthwork has some changes regarding use of In-place Embankment pay item – Designers should review their projects against the revised policy.

Environmental – Laura Dawood, Co-Chair
Mission – The environmental subcommittee Co-Chair’s focus is to help guide where the numerous environmental subcommittees are going. The committee serves as a liaison between the other GPTQ subcommittees and environmental touches all aspects of the PDP. The committee will identify areas for process improvements, focusing on quality and agency correspondence and coordination. The Committee in past years has worked with the Corp, Fish & Wildlife, EPD, DNR and SHPO.
2018 Report
1. Accomplished a lot of Memorandum’s of Understanding (MOU), programmatic agreements, successful in improving elements of the environmental procedures manual. Creating toolkits.
2. Access to information is huge – so a lot of electronic transmittals, SharePoint – Communicating quickly to the community on how to process these changes
3. Continually work with GDOT to defined goals by holding individual, interdisciplinary and cross-disciplinary meetings.

Materials – Tom Hruby, Co-Chair
Mission – Work with OMAT regarding testing and materials. Purpose is to improve owner and consultant quality, level of service and efficiency. GDOT provides SME’s for geotechnical, hazardous waste environmental, pavement, materials laboratory personnel. Look at guidelines, specifications and policy to determine best practices from a technical perspective as well as a business perspective.
2018 Report
1. Revised Guidelines for Environmental and LFRD relative to Geotechnical, Report Templates, Special Provisions and Policy
2. Pavement group have implemented a total paperless process through ProjectWise
3. Includes developing training for industry when required.
4. Currently updating the OMAT Cost Estimate Spreadsheet.

Question: When will all the walls be converted to LFRD? The process is effective and should be available on ROADS. There are guidelines and new report templates. If a WFI is performed it does need to be by LFRD.
Procurement - Saurabh Bhattacharya, Co-Chair

MISSION — Subcommittee is focused on streamlining business between GDOT and the consultant. Also streamlining processes and procedures while staying in compliance with procurement regulations. The subcommittee has been very busy providing feedback on RFQ and Selection process.

2018 Report

1. Negotiations Manual, Consultant Evaluation Process, Cost Proposal Spreadsheet (credit to Tommy Crochet),
2. Worked with the Materials committee to handle the various specific project driven activities and the procurement process associated with the work.
3. A Task Force is looking into how to increase DBE participation.
4. A 2nd Task Force created to look at past performance on various SOQ’s Selection Process.
5. Invoicing and CMIS process – acts as a soundboard for consultants to get feedback to GDOT.

Follow-up – Question asked at a prior Forum

Question: If a subconsultant has direct rating/scoring as part of evaluation – can they see the scoring?
Answer (per Albert Shelby) is NO – only the Prime has access and will be up to the Prime to provide.

Program Delivery – Jimmy Garrison, Co-Chair

MISSION — The Mission of the Committee: To promote innovation, communication and cooperation between GDOT and consultant firms for the management of project scope, schedule, and budget for all external Georgia DOT projects.

2018 Report –

1. Cost Estimating - top focus
2. Scoping Process. – top focus
   - Developing a Master Scoping Document – will be able to strike out items that do not apply and hopefully will end with a document that allows equal comparison (apples to apples).
3. Archaeology Survey Boundary – Defined early in Task Order #1. May over scope and over survey and OES may be OK with this. Risk is if archaeological resources are found, even outside construction limits, they must be addressed.
4. Right-of-Way - Discussion regarding right-of-way takes versus permanent easements. In many areas, right-of-way take is preferred versus permanent easement since permanent easement costs are approximately 90% of right-of-way costs. This topic needs further discussion as there are different criteria being used on projects.
5. 3D Models to Contractors -Beginning January 2019 (March 2019 Letting) two Land XML files (one for existing ground model and one for proposed ground model) will be required as part of the Final Plans Package. These files will be provided “For Information Only” and not considered to be contract documents. Please see Interdepartment Correspondence titled “Providing 3D Models to Contractors as Pre-Let Files” from Margaret B. Pirkle, P.E., dated June 12, 2018 for additional information.
6. GDOT Program Delivery website -Updates to web page are currently under review
7. Discussed Design Build method of building and TIA
8. Risk Assessment and Management

Right of Way Task Force – Jody Braswell, Task Force Co-Chair - created summer of 2018

MISSION – The purpose and mission of the GPTQ Subcommittee on Right of Way (beginning Jan 2019) is to support GDOT’s right of way acquisition delivery process by identifying and promoting ways to increase the workforce of right of way professionals serving the Department, develop process improvements to better connect engineering and right of way, discuss current design issues that affect right of way, and coordinate right of way training opportunities with ACEC member firms.

2018 Report –

1. The Office of ROW is conducting training classes 101 and 102. These entry-level right of way classes are the first classes opened up to anyone interested and part of the Department’s strategy to add right of way professionals to the industry. Future conventional project RFQ’s will likely have ROW services as part of scope in 3 areas: Concept Team Meeting, Conceptual Stage Studies, and Right of Way Cost Estimating.
ROW firms are adding additional prequalification in all 3 areas so a prime can add one firm instead of 3 to meet this requirement. So far 17 firms are prequalified or in process of obtaining prequalification.

2. Engineers and designers need to please consider required right of way rather than permanent easements in rural areas where the easements are costing as much as Right of Way. A benefit of having ROW at Concept Team Meeting in the future will be to help engineers identify these types of issues.

**Roadway Design Policy – Alex Stone, Co-Chair**

**MISSION** – The Mission of the Committee: To promote communication, innovation, and cooperation between GDOT and consultant on issues affecting design decisions, criteria, processes, and implementation as well as plan preparation.

Meets every 2 months typically.

**2018 Report -**

3. Main focus this year has been developing Design Policy Manual Chapter 12 – Staging Plans with goal to complete by end of 2018
4. Advise the Design Policy (Brent Story and Dan Pass) – discussing items coming out to the consultant community like the ROADS website for instance
5. Concept Report Scoring – reviewing to make sure consultants are comfortable with the scoring
6. Involved in MS4 guidance over the years.

**Surveying & Mapping – Tate Jones, Co-Chair**

**Mission** – The purpose of the Survey/Mapping Committee is to Review, Discuss and Update the GDOT Automated Survey Manual.

**2018 Report**

3. New Standards and Discussion of Database Preparation.
4. Updated Survey Control Standards.
5. Discussions of Right of way Property Resolution Standards.
7. Many updates to the current GDOT Survey Manual have been made thru the work of this committee in 2018.

**Traffic – Bill Ruhsam, Co-Chair**

**Mission** – The purpose of the committee is to smooth interactions between GDOT and consultant community regarding Traffic items. Make sure that there is commonality of approach and how items are reviewed.

**2018 Report**

1. Main Focus has been on a Capacity Analysis default document for use for GA projects. Doesn’t necessarily prescribe what to do but gives a good place to begin.
2. Chapter 13 - Design Policy Manual updates
3. Reviewing ICE Process – looking at what was passed down from CRC; discussing and helping GDOT go forward with something that everyone can work with.
4. Meets every month – Face to Face every other month and then video conference every other month.

**Training – Al Bowman, Co-Chair**

**Mission** – The purpose of the Training Subcommittee is to identify and promote training activities to increase the knowledge base of the transportation community. NHI Courses, In-House Policy Training and Best Practices Training.

Members from all 5 Disciplines: Structures, Construction, Environmental, Roadway and Materials.

**2018 Report**

1. Developed a spreadsheet that is 5 pages long with training that is needed or could be needed. Funding is not there to allow the full spreadsheet incorporation. The committee is looking at scheduling to achieve some of the training.
2. Need more subcommittee members – fresh ideas. Consider applying if you have not participated on a
GPTQ Subcommittee before.

3. Training is always looking for consultants to present Best Practices examples / Forum where a project or method can be elaborated on for where things went right, etc.

**Allen Krivsky – Summary about ‘Practical Design’** – summed up in one word. We are asking ‘Why? Why we do this or why do we do that?’ Looking at design processes, design policy, PDP processes. Meeting every 2 weeks for the past 3 months. Document produced will be a guideline/checklist through all the different phases of the Plan Development Process. Still in the other stages of document development.

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**Note:** The Report is created from a Forum recording and notes.
If you have any questions or revisions, please contact Ossie Brewer.

Email: obrewer@maai.net
678-677-0329

**Attachments:**
GPTQ Organizational Chart
GPTQ Subcommittee Roster
Call for Volunteers
ACEC Georgia Participation in GPTQ

GPTQ
- GDOT
- GHCA
- ACEC Georgia

GPTQ Steering Committee (ACEC)
- Joe Macrina, Co-Chair
- Scott Gero
- Al Bowman
- Rob Lewis
- Tommy Crochet
- Michael Sullivan

GPTQ Consultant Relations Committee (CRC)
- Rob Lewis, Co-Chair
- 7 CRC Members

Bridge & Structures Subcommittee:
- Greg Grant, Co-Chair
  - 5 subcommittee members

CEI Subcommittee:
- Ed Hill, Co-Chair
  - 4 subcommittee members

Engineering Services Subcommittee:
- David Henry, Co-Chair
  - 6 subcommittee members

Environmental Subcommittee:
- Laura Dawood, Co-Chair
- Unlimited attendance by ACEC GA Members & Non-Members

Materials Subcommittee:
- Tom Hruby, Co-Chair
  - 3 subcommittee members

Program Delivery Subcommittee:
- Jimmy Garrison, Co-Chair
  - 7 subcommittee members

Preconstruction Awards Subcommittee:
- Mike Thomas, Co-Chair
  - 3 subcommittee members

Training Subcommittee:
- Al Bowman, Co-Chair
  - 6 subcommittee members

Traffic Subcommittee:
- Bill Rabsam, Co-Chair
  - 7 subcommittee members

Roadway Design Policy Subcommittee:
- Alex Stone, Co-Chair
  - 7 subcommittee members

Task Force
- Cost Estimating: Scott Gero, Co-Chair
- Practical Design: Allen Krivsky, Co-Chair
- Utility Coordination: John Tuttle

Task Forces
- Consultant Evaluations
- Procurement Reference Check
- Negotiations Manual

*Currently a Task Force that reports directly to GPTQ CRC.
### ACEC Georgia Transportation Forum Leadership

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### Consultant Participation on GPTQ Committees

#### GPTQ Steering Committee

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#### GPTQ Consultant Relations Committee (CRC)

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### Consultant Participation on GPTQ CRC Subcommittees

#### GPTQ CRC Bridge & Structures Subcommittee

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#### GPTQ CRC Construction Engineering & Inspection (CEI) Subcommittee

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<td>If too large, the group may limit attendance to 1 per member firm.</td>
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#### January 5, 2017

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What is GPTQ?
GPTQ is a special, strong and valuable partnership between the Georgia Department of Transportation (GDOT), Georgia Highway Contractors Association (GHCA) and the American Council of Engineering Companies of Georgia (ACEC Georgia). GPTQ provides an opportunity for employees of ACEC Georgia member firms to interface with their peers at GDOT to jointly raise the bar for delivery of transportation-related planning, design and construction services.

GPTQ Committees & Subcommittees
The GPTQ partnership is achieved through efforts by a number of active committees and subcommittees jointly and equally staffed with GDOT and volunteer consultant members. Selection of consultant volunteers is made by ACEC Georgia leadership on an annual basis and individuals are encouraged to "cycle" through their service. ACEC Georgia is committed to providing an opportunity for all (and only) members to be active in GPTQ as much as possible.

Available Subcommittees & Anticipated Consultant Membership Needs:

<table>
<thead>
<tr>
<th>Subcommittee</th>
<th>Number of Consultant Members</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bridges and Structures</td>
<td>6 consultant members, including 1 Co-Chair</td>
</tr>
<tr>
<td>Construction Engineering &amp; Inspection (CEI)</td>
<td>4 consultant members, including 1 Co-Chair</td>
</tr>
<tr>
<td>Engineering Services</td>
<td>5-7 consultant members, including 1 Co-Chair</td>
</tr>
<tr>
<td>Environmental</td>
<td>1 Co-Chair (Note: only volunteers for the Co-Chair position should apply. Membership in the Environmental Subcommittee is typically unrestricted. Participation is through five discipline subcommittees: Air &amp; Noise, Archaeology, Ecology, History and NEPA. Co-Chairs for each discipline subcommittee are selected by its members.)</td>
</tr>
<tr>
<td>Land Surveying and Mapping</td>
<td>8 consultant members, including 1 Co-Chair</td>
</tr>
<tr>
<td>Materials</td>
<td>4 consultant members, including 1 Co-Chair</td>
</tr>
<tr>
<td>Preconstruction Design Awards</td>
<td>3 consultant members, including 1 Co-Chair</td>
</tr>
<tr>
<td>Procurement</td>
<td>12-14 consultant members, including 1 Co-Chair</td>
</tr>
<tr>
<td>Program Delivery</td>
<td>8 consultant members, including 1 Co-Chair</td>
</tr>
<tr>
<td>Right-of-Way</td>
<td>7 consultant members, including 1 Co-Chair</td>
</tr>
<tr>
<td>Roadway Design Policy</td>
<td>8 consultant members, including 1 Co-Chair</td>
</tr>
<tr>
<td>Traffic</td>
<td>8 consultant members, including 1 Co-Chair</td>
</tr>
<tr>
<td>Training</td>
<td>6 consultant members, including 1 Co-Chair</td>
</tr>
<tr>
<td>Transportation Forum*</td>
<td>1 coordinator + 1 reporter</td>
</tr>
<tr>
<td>Utilities (not a GPTQ committee)</td>
<td>3 representatives to attend utility coordination meetings</td>
</tr>
</tbody>
</table>

*While ACEC Georgia sponsors and organizes the Transportation Forum, one consultant is needed to serve as Forum Coordinator, who will plan and chair monthly Transportation Forum meetings. In addition, a Forum Reporter is needed to work with the Forum Chair, Coordinator and Co-Chair of the CRC to ensure meeting minutes are available on the website and to periodically highlight the most pertinent topics.

It is the intent of ACEC Georgia to maintain active, hard-working and impactful representatives on the committees, as well as "cycle out" inactive members and promote the most effective members to Co-Chairs and/or membership on the CRC. An effort is made to balance representation across small, medium and large firms, encourage participation from DBE firms and avoid having firms over-represented.

GPTQ is led by a Steering Committee consisting of GDOT upper management, GHCA representatives and ACEC Georgia representatives. The Steering Committee provides direction and oversight to the work of the Consultant Relations Committee (CRC), which in turn provides direction and oversight to subcommittees. ACEC Georgia’s Steering Committee representatives cycle through leadership positions and include the current Co-Chair and past Co-Chairs of the CRC, as well as the President & CEO of ACEC Georgia. The CRC’s leadership consists of GDOT Directors and Office Administrators, along with ACEC Georgia representatives who are current or past subcommittee Co-Chairs or Transportation Forum coordinators.