Minutes of Meeting
Georgia Partnership for Transportation Quality (GPTQ)
Consultant Relations Committee (CRC)
September 20, 2016
GDOT Conference Room 403/404

1. CRC Subcommittee Reports – **Please submit all minutes to Al Bowman for posting**

   • Engineering Services
     • P-C Evaluations – Goal is to conduct 5 this year. To date, 5 have been held which include 2 Design-Bid-Build projects and 3 Design-Build projects. Several observations from the P-C evaluations were shared:
       o Contractor asking for R/W agreements. One reason is for the contractor to understand any time constraints associated with easements. Albert mentioned that GDOT has focused on the Transition Conference where a notebook of data, including agreements, are being organized and provided.
       o Contractor felt like quantities for ESPCP items and maintenance of them were not adequate.
       o Contractor felt like ESPCP were not matching MOT plans. Group briefly discussed if this could be a contractor bid item, but any changes could affect schedule, environmental, MS4, etc…. Also discussed that if contractor deviates from PS&E that was bid, then contractor is responsible for ESPCP and MOT plan updates.
     • A GDOT task force with EPD was formed earlier this year.
     • Mike shared Engineering Services compilation of the number of Final Plans for projects submitted to Engineering Services by the schedule deadline that were on time and late for the last two letting months.
     • Engineering Services prepared a Helpful Reminder for Submittals Summary. This will be provided to GDOT and consultant industry.
     • GDOT noted that quality/level of completeness of plans is suffering in order to achieve schedule milestones. Albert Shelby felt that this was a systematic issue that includes GDOT, consultant and Local developed projects. Albert reiterated the importance of everyone working together to collectively address.
     • Group discussed some possible issues that are impacting level of completeness:
       o OES noted they have seen plans change after the plan lockdown dates;
       o Task Order negotiations process was discussed; but GDOT reiterated that TSP and OPD are working closely to ensure timely execution.
       o Albert mentioned GDOT is keeping a running list of projects and reasons on why submittals are incomplete or late in order to better understand the trends that needs to be addressed.
       o One issue is that baselines may be aggressive to start with, and don’t allow much float. This will be vetted in PTIP.
       o More project level discussions may be needed around recovery if projects are lagging.
       o CRAFT was discussed. GDOT is working to identify risks during PTIP in order to better scope the risk and mitigation strategy. OPD and GaTech are working together track risks and mitigation approaches.
     • Next subcommittee meeting on 11/14.

   • CEI
     • A meeting was held on 9/26 between this subcommittee and a technical college rep.
     • Next subcommittee meeting is a conference call to be held on 10/18.
     • On 8/26 Darryl VanMeter discussed Office of Innovative Delivery CEI opportunities.
     • D5 CEI SOQs are due 10/6.
     • D1 CEI PNA anticipated 10/1.
• Bridge
  • Bridge guidelines regarding environmental documentation/permitting close to complete. Comments being addressed this week and should be ready to push out.
  • A software task force has been organized to help standardize input/output data.
  • Group discussed need for upcoming LRFD training.
  • A superstructure NHI training course is being organized.
  • Next subcommittee meeting is scheduled for 11/9.

• Environmental
  • A/N – Met on 8/9. Focus includes policy compliance, modeling, reviews and report consistency, level of detail for sound barriers during PFPR and streamlined submittal process for TDM.
  • History – Met two weeks prior to this meeting. Discussion included Section 106 with USACE for state funded projects, roundabouts and effect of resources, 1966 and older bridges not inventoried.
  • NEPA – New policy for reevaluations whereby minor changes can be documented via a technical memo was discussed.
  • NEPA – The PCE agreement is being audited.
  • TPRO web is live for everyone. P6 is being repopulated.
  • Continue co-chair meetings in October. Will focus on streamlining the FONSI process.

• Materials
  • 9/15 LRFD training was a success. Upcoming training is being discussed.
  • Bill DuVall mentioned that the HPC spec needs to be modified to require stainless steel reinforcement in coastal areas.
  • Next meeting is 10/27.
  • Group discussed the varying costs associated with performing Phase I/II on projects. In some cases, the difference in an estimate between firms is 400% in part due to level of risk the firm takes on with performing work. Group discussed splitting phase I and II; and other options such as having an on-call consultant to GDOT to perform such tasks.
  • This subcommittee will revisit level of risk a firm “owns” with performing phase I/II services and who may be best suited to manage this risk.

• Preconstruction Awards
  • 47 GPTQ award submittals.
  • 9/7 meeting to select finalists, 9/23 notice to finalists and 10/3 for the phase II evaluations.
  • 10/3 is the deadline for the best GPTQ subcommittee.
  • Hiral reminded the co-chairs to be thinking of the 1-2 slides to highlight this year’s accomplishments.

• Procurement
  • CMIS – now includes consultant evaluations module. The evaluations however are by Area Class (which requires adding area classes using the original solicitations which Treasury mentioned his group won’t start adding until CMIS is stable) and by Prime Consultant.
  • CMIS – group discussed issues of late with CMIS. Albert mentioned GDOT is working to address. What may happen is the “old” CMIS system may be put back
online until the evaluations module can be fixed. Albert said that paying consultants is a high priority for GDOT and if problems persist past Friday then to email GDOT Solutions Center.

- A negotiations task force has been organized and will develop a handbook to supplement the GDOT procurement manual. Treasury talked about the goals of this effort including the ability to track not only GDOT’s timeliness of handling the process but also consultants.
- TSP currently has 5 negotiators and working to hire one more.

**Program Delivery**
- Progress Report – this revised report was rolled out this summer. Goal is to track history/progress of projects.
- Currently working on a relaunch of the webpage.
- PM roundtable is being organized for the 11/30 Transportation Summit.
- Group briefly discussed risk assessment as it relates to constructability reviews.

**Roadway Design Policy**
- Next meeting on 9/20.
- Updating design vehicles section in DPM.
- The intersection control types schematic was provided in Albert’s program delivery update.
- A new spreadsheet for ditch lining is available and will replace the old software.
- Section 408 flow chart is available. Applies when impacting a facility owned by the USACE or when acquiring property from the USACE.
- The PDP has been updated to address MS4.
- Currently working on MS4 survey guidelines. Goal is by the end of the year.
- ProjectWise deliverable management tool is being piloted internal to GDOT.
- Heads up… that MS4 training classes conflict with the 11/30 transportation summit.

**Traffic**
- Signal permits continue to be discussed in regards to standardizing approach to level of detail needed for State Traffic Operations and District Offices. In consultant fees, hours are added to address both sets of comments and in some cases to reconcile conflicting comments.
- Permit revisions continue to be discussed.
- Traffic operations input on Chapter 13 was discussed.

**Utilities**
- No report.

**General Discussion**
- Marc Mastronardi is developing a list of items of concern with plans or plan development process from the contractor’s perspective. This may lead to a task force being organized in collaboration with GHCA to further vet. Other items discussed included Engineer of Record involvement during construction phases.
- **Next meeting on Tuesday, November 15, 2016.**