

Meeting time: 10:00 AM
Location: GDOT TMC Facility in Atlanta – Room 226
Attendees: **See Attached Sign-in Sheet**

Discussion:

OPENING REMARKS / INTRODUCTIONS / REVIEW MINUTES

- Welcomed new attendees: Care Whitmore, Tony Cravey, Jun Birnkammer, Tyler McIntosh, Chris Rountree
- Sign-in sheet was passed out (see attached copy).
- Meeting minutes from 5/09/2013 were reviewed and accepted.

NEW BUSINESS

- ◆ Discussed Transfers & Promotions in SUO (See Attached Copy)
 - Promotions in the SUO since the last meeting are as follows:
Jan Phelps – Assistant State Utilities Engineer
Lee Upkins – Assistant State Utilities Engineer
Jun Birnkammer – State Utilities Preconstruction Engineer
Raymond Chandler – State Subsurface Utilities Engineer
Robby Oliver – Utilities Liaison (North) District 1, 6, & 7
Care Whitmore – State Permit Program Engineer
- ◆ Consolidation of Area Offices (See Attached Copy)
 - District 1 consolidated from 6 to 4 Area Offices
 - District 3 consolidated from 7 to 5 Area Offices
- ◆ Bentley Redline deadline is December 31, 2013
 - The Department is looking at a program call Redline Navigator. The more licenses acquired the cheaper the rate. Currently the rate for the program is \$250.00 per copy.
- ◆ Buy America
 - Lee Upkins did presentations on Buy America at all 7 Quarterly meetings.
 - Buy America meeting is scheduled next week on 8-19-13 with DOT Liaison members (Ga. Power, BellSouth, Comcast, Walton EMC, AGL, & Ga. Transmission). Please let us know if you have questions.
 - Receive a notice that FHWA is putting off requirements until December 31, 2013, but the Department is not waiting or delaying.
- ◆ Idea for Improving Quarterly Meetings
 - Looking at standardizing the meetings to improve attendance.
 - The SUO will give a presentation at each quarterly meeting.
 - Build a database with presentations from outside vendors for Districts to utilize.
 - Mike requested anyone with ideals to email him. Want to keep the presentations to about 1 to 1 ½ hours.
- ◆ Consultant Relations Committee (CRC) (See Attached Copy)
 - Tommy Crochet – Consultant McGee Partners sets on the CRC committee for Utilities.

- They will be discussing issues that come up at the Task Force Meeting with the CRC members as necessary. Jeff VanDyke or Tyler McIntosh will be the point person at the Task Force.
- ◆ Distributed the Team List and Member List (See Attached Copy)

ROUND TABLE

- Jeff had discussion concerning Local Governments taking on Design – need to promote SUE as much as possible.
 - Tommy discussed followed the process.
 - Jun stated to coordinate with the State SUE could save time and money.
- John Tuttle discussed the I-75 manage lanes – Designbuild – 1st project we let implementing the new as-built standards.
- Alan Scott stated that he had not been working on GDOT project for 18 months – missed us.
- Jeff Baker stated that the Construction Division really needs UA scheduler – a tool for DUE’s to utilize (being converted to Primavera) would give utility teams advantage in setting construction time requirements. Lee Upkins is working on a meeting with consultants to take multiple schedules and come up with more realistic.
- Mike Bolden discussed a project that the schedule was over 800 days for utility relocations – Local let need a tool to use also
- Alan Scott stated that 1 question is how do we derive @ completion date.
- Jeff Baker discussed got a project on manage lanes with not enough time – timing to come up with solutions – Jeff starting to learn impacts on projects with new job.
- Jeff Baker introduce 2 trainees Brandon D3 & Bryson D6 .
- Jun Birnkammer talked about her being new to Precon., was in SUE for a long time. She commented on let dates and stated that we may not be able to meet let date – questioning to do SUE on Safe Routes to School when project bid.
 - Alan Scott stated he would rather have more information earlier.
 - 2 of the projects in questions have SUE.
 - Alan Bell – Hammond Drive – information from GPC was surrendered network under to telecoms to crop road @ intermediate stages. Some Contractors don’t call.
- Mike Bolden stated anything you can help push SUO is good.
- David Moellering asked if anything has been heard concerning the Dig Law. Still waiting on something from Washington.
- Mike Bolden discussed the 3.10 contracts being signed – Companies are AMEC, So-Deep & CDM Smith. Also discussed a revamp of GUPS to make it more user friendly. All changes should be completed by Fall of this year. Version 5 completed late spring early summer 2014. We will reconvene the GUPS committee to discuss.
- Alan Scott ask how GUPS number are assigned and was told they are automatically assigned when the applicant hit new permit.

TEAM REPORTS:

- ◆ Preconstruction Team:
 - Discussed the creation of Standard Letter with concerning the transfer of facilities from the contractor to the utility on GDOT projects.
 - Checking that Joint Use Policy is included in the PDP. Meeting on 8-13-13 @ 10am with Bobby Hillard.
 - Buy America presentation at GUCC Dillard. Terri Rosamond stated that it was done that it is scheduled on the agenda for 10am on 10-10-13 for 1 hour.

- ◆ Contracts Item Team:
 - Thom (Parker):
 - Added Buy America to end of specs – slight change of what’s on file.
 - WUCS Specs is a shelf spec (had a slight change) and included the 108 spec.
 - Jeff Baker discussed if you are constructing a gas line for AGL we need a process to determine when the Contractor would no longer be responsible for locates. The locators won’t know where the facility is but the Contractor would.
 - After the discussion above there was a discussion concerning redlines in County projects.
 - Thom discussed Cable TV specs not finished in Jodeco Road project.

- ◆ Right of Way Team:
 - ROW Manual finished – they are extracting parts they did not want to publish – close to release.
 - ROW coordination with the District Utilities Office still working on -needs to start early to get utility easements on the plans. They can purchase easement but have issues with language for removing danger trees.
 - Need to help Road Designers know what utilities can & cannot be moved – serious disconnect on internal design project.
 - Tommy crochet discussion on Program Delivery – PM Coordination – PID- Design – Construction to relocate – reimbursable or not. Mike Bolden stated the FEMSA phrase *“Utilities are the last one to get what we need to do our job, but the first one you want out of the way”*.
 - Jun Birnkammer discussed talks with Genetha about getting the alignment set – stop doing any more changes to Design. Getting a conceptual relocation plan before design.

- Construction:
 - Jeff Baker stated that they will do items from last meeting before the next meeting.
 - New 149 spec in for review
 - Issue regarding charging for permits

- Additional Discussion:

- Jun Birnkammer discussed the Northwest Corridor project will utilize EBuilder – birth stages effort as it pertains to utilities and construction.
- John Tuttle the program management tool that puts all documents and files in one location. Hoping to use on I-75 Corridor. Stated it is an easy program.

◆ TEAM Breakout sessions – None

ACTIONS:

- PRECONSTRUCTION TEAM –
 - **Active** - Need to review spec and confirm process is in place to cover the issue of transferring power bill from Contractor to GDOT or other entity maintaining traffic signal (i.e. Local Gov't). *Need to provide copy of the standard distribution letter to show who is being copied; this will complete this task.*
 - **Active** - GDOT working on providing an excel spreadsheet of all active projects to the utility industry. This has been done with the Railroad companies and now it will be expanded to the utility industry as soon as the reporting methods are finalized.
 - **Active** - Gather information from other States on their Design-Build process as it relates to Utility Coordination, upfront costs, best value, etc.
 - **Active** - Need to ensure that the Joint-Use policy is incorporated or referenced into the PDP as well.

- CIA TEAM –
 - **Active** - Working on Power Transmission specification w/ Georgia Power.
 - **Completed** - Reviewing all GDOT standard specifications as they relate to utilities during GDOT's Standard Spec rewrite/updating that is currently going on. Looking at making the WUCS special provision and standard spec and/or off-the-shelf spec.
 - **Active** - Continue educating and meeting with the EMCs and Electric Cities in order to have a "shelf" specification for when the time is right.
 - **Active** - Review utility specs for final acceptance confirmation and transfer of liabilities, as it relates to 811, etc.
 - **Active** - Follow project 342621 from award (bid tabs) thru construction to determine how the Cable TV spec performed/worked and document any take-aways, etc.
 - **Active** - Follow-up / status of meeting with Atmos Energy and their natural gas spec.
 - **Completed** - Status of the WUCS special provision: the spec review committee needs the State Construction Engineer to formally ok its use as a standard spec. Need to get answer from the Construction Office.

- R/W TEAM –
 - **Active** - R/W subcommittee continue to meeting to develop statewide procedures document on how to handle and process utility property acquisition which can include simultaneous acquisition, standard quit claim deed documents, request letters from utility companies, early authorizations for utility acquisition and/or work during the PE & R/W phases, DUE responsibilities, District R/W team responsibilities, etc.
 - **Completed** - Will the R/W Manual be available externally?

- CONSTRUCTION TEAM –
 - **Active** - Report on Charging for Permits (Utilities and Driveway) on active construction projects. Follow up on review of existing specification as part of the Standard Specifications update. Apparently some discussion with Legal Office has transpired, but nothing definitive.
 - **Active** - Review draft of the 149 specification that was provided by GHCA and report to full committee. (Chairman provided a copy of the draft to Ms. Harper on 7/12/2010). Follow up on review of existing specification as part of the Standard Specifications update.

NEXT MEETING: Thursday November 14, 2013 at 10:00am @ GDOT's TMC facility Room 226

Meeting was adjourned @ 11:10.