



## COMMITTEE MEETING NOTES

Georgia Partnership for Transportation Quality (GPTQ)  
**Program Delivery Subcommittee**  
Wednesday, September 26, 2013, 2:00 pm  
GDOT – Room 408

Allen Krivsky kicked-off the meeting with welcome, and introductions were made by all attendees.

The Mission of the Committee.

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

The following initiative updates and discussions included:

1. **Project Manager Roundtable-** Jeff Church presented.
  - a. The request for volunteers has been sent out to the consultants.
  - b. A filtered list will be provided to our committee for selection.
  - c. A goal of holding the first PM roundtable in December was discussed. There may not be enough time to select the PMs, get this effort kicked off, schedule and advertise the PM roundtable by December. It may slide into 2014 for the first one.
  - d. A general schedule for the roundtables would be:
  - e. 2 months prior to the forum, PMs would meet to select the topics and PMs to participate in the forum.
  - f. 1 month prior to the forum, PM forum participants would meet to share ideas and research
  - g. Hold the quarterly forum adjacent to the ACEC Georgia Transportation Forum
  - h. Additional topics to be considered were:
    - i. How to recover when projects get behind schedule?
    - ii. Progress reporting
    - iii. Schedule management
    - iv. Last 18 months before letting – NO schedule changes
    - v. Running effective team meetings
2. **Plan Development Process-** Full PDP revision is not complete. The PDP revision for PFPR scheduling before environmental approval was issued the GDOT. Committee discussion about this revision was robust and focused on questions about the details and intent of the revision. The questions were about the level of design and plan detail required for PFPR, whether AOE's need to be approved or just drafted, and allowable changes by the Design Phase Leader after PFPR changes are made.
3. **Local Administered Project Delivery-** No update
4. **Local Administered Projects via Design-Build-** Darryl VanMeter stated the Design-Build Rules have been approved by the GDOT Board and transferred to the Secretary of State. The first opportunity to use the new rules may be in October. Once the rules receive final approval, the LAP Manual can be updated to include Design-Build delivery for the locals.

5. **NEPA and Design-** The group met the week of September 16<sup>th</sup>. Work is focusing on the flow chart that integrates environmental and design steps. The flow chart will not repeat the PDP or environmental flow charts. Progress continues but there is nothing to present to committee yet. Input will be needed from OES (Gail and staff). Susan stated that the Environmental Subcommittee is possibly thinking about developing the same flow chart. Allen suggested contacting the co-chairs (Glenn Bowman/Matt Houser) in order to avoid duplicate efforts and possibly work together on this initiative.

**The next meeting is tentatively scheduled on October 23rd at 1:30pm.**