

MEETING NOTES

Date: October 17, 2014
Project: GPTQ Engineering Services Subcommittee
Purpose: General discussion meeting
Location: GDOT 5th floor conference room
Time: 11:00 AM

Attending:

Lisa Myers	GDOT	lmyers@dot.ga.gov
Dan Cogan	CDMSmith	cogandp@cdmsmith.com
Erick Fry	URS	erick.fry@urs.com
David Henry	Transystems	dbhenry@transystems.com
Robert Lewis	HNTB	rtlewis@hntb.com

The following items were discussed:

1. The group reviewed the May 16, 2014 meeting minutes.
2. ROADS webpage forms
 - a. The group briefly discussed the documents located under Engineering Services on ROADS.

The screenshot shows a web browser window with the URL <https://www.dot.ga.gov/doingbusiness/Policies>. The page title is "Other Resources". A navigation menu on the left includes categories like Employment, E-Verify, Materials, P3, Permits, Policies & Manuals, Prequalification, Research, Small Business Program, Surplus Real Estate, TheSource, 2001 Standard Specifications, Bridges Manual, Construction Manual, Sampling, Testing, Inspection, Special Provisions, User Registration, Utilities, and Vendors. The main content area is titled "Design Resources by Category" and contains a table with columns for Title, Revised, and Contact. The table lists several documents, with "Guidance on Updating Cost Estimates" dated 11/17/2014 and contact Troy Patterson. Below this table is another table titled "Additional Resources" with columns for Title, Category, and Contact, listing documents like "Preliminary Field Plan Review (PFPR) Checklist" and "Final Field Plan Review (FFPR) Checklist".

Title	Revised	Contact
Category: Bidding Administration		
Category: Design Policy & Support		
Category: Engineering Services		
CES Cost Estimating Process	9/12/2014	Troy Patterson
CES User Account Request	8/24/2010	GDOT Project Manager
Consultant Agreement/CES Request Process	8/24/2010	GDOT Project Manager
Guidance on Updating Cost Estimates	11/17/2014	
Revisions to Programmed Costs Template	9/4/2014	Troy Patterson
Risk Based Cost Estimation	4/30/2014	Troy Patterson
Category: Program Delivery		
Category: Roadway Design		

Additional Resources	Category	Contact
Preliminary Field Plan Review (PFPR) Checklist	Engineering Services	Derrick Cameron
Final Field Plan Review (FFPR) Checklist	Engineering Services	Derrick Cameron
GDOT Roundabout Analysis Tool	Traffic Operations (Design Resources)	Paul Denard

o Note that a document titled 'Guidance on Updating Cost Estimates' was added on 11/17/2014 above which occurred after this meeting was conducted

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3. FPR checklists and commonly seen comments
 - a. Updates occur periodically to the forms, and ROADS should be monitored.
 - b. No updates to the 'commonly seen FPR comments' list is anticipated.
4. Cost Estimates
 - a. Lisa mentioned there was an increase in the number of revised project costs estimates submitted to Engineering Services over the last month.
5. Rob understood that the GPTQ subcommittees were being revised for . The group spent some time discussing the past year and half worth of efforts; and a quick brainstorm of possible items that may be coming down the pipeline.
 - a. A focus on P-C evaluations, constructability reviews and knowledge transfer may be needed, especially as newer engineers come on board both at GDOT and at consultants.

Action Items:

1. None.

The next meeting is scheduled for Friday, January 9, 2015 at 11 am in GDOT's 5th floor conference room.

Please contact Robert Lewis at rtlewis@hntb.com if changes or additions are necessary.

cc: Michael Moseley (Atkins), Greg Mayo (Michael Baker)