

ACEC/ITD Liaison Committee Meeting

February 7, 2018 8:30 a.m.

ITD HQ, Conference Room 212 Main Building

Agenda

Old Business

1. **WAQTC certifications/training and reciprocity requirements** – Bryan
2. **Sharing of meeting notes on ProjectWise or other outlets** – Mike Cram
3. **ACEC National initiative for lump sum (LS) contracting** – Bryan/Vance
 - a. Review positives for LS contracting

New Business

1. ITD Program Delivery Conference – April 2-4. Tracy/Bill
 - a. ACEC RoundtableTopics
 - i. Scoping – together, how do we develop a better scope to reduce procurement time for project start up.
 - ii. Timely decisions/reviews and maintaining schedule
 - Delayed decisions impacts schedule and costs
 - What does ITD like to see for schedules (baselines, actuals, finish dates, use on Project On-line)
 - iii. Project Set-up and Execution
 - How does a consultant develop a project team
 - How a consultant staff projects and project workload
 - Communications
 - iv. CE&I topic (yet to be determined)
 - v. Logistics
 - Panel moderator
 - Social mixer update
2. New CADD standards coming – Mike Cram
3. ITS projects & ETS involvement – Kevin Sablan

4. MASH Guardrail memo – Kevin Sablan / Mike Cram
5. New Conflict of Interest policies coming – Mike Cram
6. Accessibility to Project Record information to Consultants (as-builts, bridge inspections, GPR and FWD, materials reports) – Justin
7. Any updates to the RFP / RFI process?
8. Topics to discuss with the DE's or District appointee's (30 mins) join them at 9:30.
 - a. Expediting the procurement process to get under contract to meet accelerated project schedules.

Multiple scoping efforts by consultants due to vague project goals or to meet funding constraints

- b. HQ Environmental transition and document reviews.

Will Sue's position be filled or will there be distribution of duties?

Reviews conducted by different resources often times leads to additional consultant submittals, causing schedule delays and cost.

Will the Nicolle's position be replaced by ITD or reviews pushed to the COE regional offices?

- c. Topic Ideas for the Program Delivery Conference

What topics would be beneficial to the ITD staff, in the DE's perspective?

Review the list of topics ACEC provided

- d. What are consultants doing well and what can we do better for you.

Feedback requested on positive and negative trends ITD is seeing from consultants. (Quality, meeting with staff, innovation, staff assistance, meeting schedules, ect)

Parking lot

1. Update on when the new ITD-771 and 2359 forms will be implemented.
2. Update on Example Plans/inserts
3. Update to the design manual to comply with current project timelines and FHWA guidance
4. Kevin is working on a design manual update with an update by July 2018.
5. Phase Reports and process/timing – Rex/Ryan

- a. Jason gave an update that a group is working on streamlining the phase reports. Phase V – eliminate the bridge and geotech special provisions. Consultant to provide a shopping list of geotech specs only, notes to engineer, contractor notes, and other specifications instead of a report. The group is aiming for a January update for the process.