April 25, 2008 Meeting –

WSDOT Bridge Office
7345 Linderson Way SW
Tumwater, WA 98501
Conf Room 1034 – Phone 360.528.4023

<Dick – update attendees>
Members:

WSDOT	ACEC	Guests
Dick Stoddard (705.7217)	Mark Johnson (CH2M HILL)	John Klockenteger
Ron Lewis	Paul Bott (HDR)	
Geoff Swett	Steve Aisaka (Parametrix)	
~~Mike Grigware~~	David Goodyear (TY Lin)	
Eric Schultz	Jim Schettler (Jacobs)	
Jessie Beaver	~~Rich Johnson (HNTB)~~	
John Lefotu	Yuhe Yang (PB)	

Action Items after 3/14/08 Meeting:

- ✓ Invite WSDOT Bridge Design Engineer and State Bridge Engineer to attend next meeting (Dick)
- ✓ Initiate conversation with Bridge and Structures Office in regarding to the proposed BDM review (Dick)
- ✓ Select a WSDOT Engineer to be co-lead of the DB BDM review. (Dick in conjunction with Bijan)
- o Communicate to Don Nelson regarding the improvement of DB contract RFP requirement (Dick)
- ✓ Email the current version of DB RFP document to the ACEC/Structure committee members (Bill)
- o Check the environmental training schedule (Dick)

Agenda for 4/25/08 Meeting:

9:00 am	60 min	• Introduction of Members and Guests • Review Team Web site • Review – Update – Endorse Team Charter for 2008
Notes: 2008 Issues: Team will need to clearly identify the target issues for the next 12 months. Charter: Update for location of meeting. Update for Documents of Implementation. Update for How Issues are Concluded. Letter of endorsement to Bridge Design Engineer for issues within Bridge Office control. Letter to Don Nelson for issues outside of Bridge Office Control. A word version has been sent to all members for their revision comments. EOR Issue: Involvement of EOR in review and acceptance of construction changes is not clearly stated in DBB contracts administer through region agreements. Structures Team recommendations would include a description of the problem, supporting facts from subject experts, and a proposal for implementation. For this case, the proposal would need to clearly identify all responsibilities of the EOR and where there are conflicts with contracting language and engineering ethics. WSDOT's role as EOR and Owner for typical projects raised issues with project delivery that involve consultant structural design teams. Electronic Documents for submittals: This is something that needs to be addressed in the Std Spec., Consulting Agreements, and D/B Contracts. Environmental Documentation and Cross Training ACTION ITEM send team members a copy of the WSDOT Level 2 Environmental Documentation template.		
10:00 am	30 min	• Review Minutes of Previous Meeting • Review Action Items and remainder of Today's Agenda
Notes		
10:30 pm.	90 min	• Design Build Issues: • Co-Location Letter to Sponsors • D/B RFP – EOR Issues • BDM Issues for D/B Projects What revisions are needed to improve D/B Projects?

Notes:

Co-Location Issue: Proposal will be submitted to team members for review. Focus on need to make this a Project Specific requirement. Some projects will benefit more than others. There should also be a requirement to demonstrate modern technologies for communication with remote offices.

D/B RFP

Structures Team needs to site specific examples of problems that are a result of the current contract language. Creating language that precludes the need to negotiate resolution to engineering authority perceived to be needed. This issue needs endorsement by WSDOT executives to initiate any change to the D/B Policies. Also need real examples of the problem not just concern for a future problem. WSDOT currently has several small teams addressing D/B policy changes. We need to connect with the appropriate group. The EOR issues are being handled differently on different DB contracts.

ACTION ITEM

Problem Statement and Recommend is needed. The Problem statement from our April 2007 meeting was sent to all new members during today's meeting. The problem appears to remain the same. This document needs a new change proposal. Dave will revise. Address Responsibility and Authority and need to associate and link these roles in the DB Contracts.

1-03.3 INTEGRATION OF WSDOT STANDARD SPECIFICATIONS AND CITED REFERENCES INTO CONTRACT

The Standard Specifications - Division 2 thru 9, excluding payment sections, are incorporated by reference into the Contract. Any cross-references to provisions of Division 1 contained therein shall instead be deemed to refer to the appropriate provisions of these General Provisions and other
Contract Documents.
References to "plan(s)" in the Standard Specifications and Cited References shall be deemed to refer to the Final Design Documents. References to the project owner shall mean WSDOT, or, where Work is being performed on facilities owned by a Governmental Body other than WSDOT,
such Governmental Body. References to "bid," "proposal" or "bid proposal" shall be deemed to refer to the Proposal. References to the "Contractor" shall be deemed to refer to the Design-Builder. References to the Engineer in the context of provider of compliance judgment may mean Engineer-of-Record, the Design-Builder's Quality Assurance Manager(see RED comments) or other appropriate
representative of the Design-Builder, or it may mean a WSDOT representative, depending on the context, as determined by WSDOT in its sole discretion.
If any question arises regarding how to apply any provision of the Standard Specifications to this Contract, WSDOT's interpretation regarding such matter shall control. WSDOT may, in its sole discretion, allow a deviation from the requirements of the Standard Specifications, pursuant to the process described in the Section 1-04.4 of these General Provisions.
also potentially in conflict with earlier language stating WSDOT intent for

compliance with laws. This clause (and later applications) may grant the design/builder rights of the Engineer.

2.12.5.1 REVISED RELEASED FOR CONSTRUCTION DOCUMENTS The Design-Builder shall maintain a complete set of plans and special provisions to record on a daily basis, changes, alterations, and deletions made to the Released For Construction documents. All revisions shall be neatly made with a red pencil and dated for correlation with field directive changes and change orders.

All of the revisions to the Released For Construction documents shall be performed by (or under the direct supervision of) the Engineer of Record for the document(s). Each re-issued sheet of the revised Released For Construction plans and the cover of each of the reissued revised Released for Construction special provisions, shall carry the Professional Engineers original signature, date of signature, original seal registration number and date of expiration.

A new Released For Construction plan sheet shall be issued after a maximum of five design or field changes have been made to the sheet.

What is the meaning of the Red Pencil? What is WSDOT's expectation for the redline documents? WSDOT should indicate that there is an external constraint on this document an approval process for changes, alterations and deletions, QA/QC manual and WSDOT's future use of the As-Builts. EOR can only verify that the As-Designed documents are valid. A certification/affidavit from the design-builder is needed at the end of the first paragraph in 2.12.5.1 to certify that the red-line drawings represent what it actually built, since the Engineer is not involved in review of non-design items. As-Built changes are really controlled by the contractor and may not involve any communication with the EOR. Changes of engineering significance can be overlooked without strong involvement by the EOR. Stamping of As-Built drawings is complicated by the fact the Contractor is in charge of their work. The EOR is usually not in charge of the inspection.

2.12.5.5 AS BUILT PLANS AND SPECIAL PROVISIONS The Design-Builder shall submit As-Built Plans and Special Provisions to WSDOT for review and acceptance.

The Design-Builder shall submit the As-Built Plans as a complete package in sequence in accordance with standard WSDOT numbering and naming conventions as defined in the WSDOT *Plans Preparation Manual*. The Design-Builder shall make all electronic files consistent with the software requirements of Section 2.1.7 and shall submit two hardcopies and one complete electronic set on CDROM (in conformance with the WSDOT *Plans Preparation Manual*).

The As Built Plans shall consist of:

- Full-size, 22-inch x 34-inch, blackline prints of the Released For Construction Documents, including all sealed and signed revised Released for Construction Documents.
- A cover sheet to the As-Built Plans of each constructed Work component.
  - The cover sheet shall include a written certification by the Engineer of Record that the As-Built Plans accurately and completely indicate all changes and corrections made during construction.
  - The cover sheet shall carry the Engineer of Record's Professional Engineer

seal with original signature, date of signature, original seal registration number and date of expiration.

- An accompanying index and instructions.
- The As-Built Plans shall be assembled as one complete package in the sequence defined for a Final Package in the WSDOT *Plans Preparation Manual*.

Each sheet of the As-Built Plans set shall be stamped or clearly marked with "AS-BUILT."

Will WSDOT accept PDF, TIFF, or DGN, or DWG files in lieu of manual redline drawings? The intent is to certify that the structure has been constructed in compliance with the design and that changes are approved by the EOR. The format of these documents can be generated by CAD systems. Microstation has a system for tracking RFI's and all document changes. WSDOT ultimately stores PDF documents for future reference.

ACTION ITEM
Jim Schettler will take on this issue and provide a problem statement and policy change proposal.

What is the WSDOT process for making changes to the DB RFP template? Our recommendations will be directed to Don Nelson and the WSDOT DB Policy Team.

<u>BDM ISSUES for DB Contracts</u>

Rich Zeldenrust (Bridge Design Supervisor) is on a WSDOT committee addressing WSDOT over-the-shoulder review process and policy.

Design memo are intended to update and correct the BDM but this can be a problem in DB projects. How do we update design practice after the contract has been executed. The controlling documents are frozen. Designers determine design concepts prior to the bidding of the contract. Enforcing a vague design practice or trying to enforce a BDM change during the contract can create severe problems for the DB Design Team.

Structures Team action on the BDM will be to identify problem language and problem policies. Each month will address a portion of a BDM chapter. How to provide language that allows innovative changes on DB Contracts. The BDM is really a code implementation document that provide clarification to AASHTO and states criteria differences required for WSDOT projects.

One approach for DB RFP's might be to require technical submittal prior to the bid submittal. The technical issues can be reviewed – endorsed or rejected. WSDOT currently uses the ATC process to achieve this kind of review.

BDM Updates: Someone at WSDOT needs to be a champion for this update. We need appoint someone to lead this. Focus is to clearly identify Hard Points in design policy and Soft Points. Where can the consultants implement creative solutions that will be acceptable to the WSDOT Bridge Design Office. Clearly identify the design practices that WSDOT enforces to provided best service life.

Team Strategy: Review the BDM, Identify chapters and subjects that have the highest priority and highest impact to resolve this issue. Provide information to WSDOT that supports reasons to change Hard Policies or firm up soft policies. Involve EOR for past WSDOT D/B Projects. Compile list of Chapters and sections to work on – set a priority for each subject, identify a focus group to propose the change, invite WSDOT subject experts to Team meeting to discuss.

ACTION ITEM:

Team to solicit input from EOR's for past and current D/B Projects.

Establish a spreadsheet for tracking the progress of each Subject.

12:00 pm.	30 min	• Working Lunch - Continue with BDM Issues
12:30 pm.	30 min	• Meeting Review • Action Item List • Next Meeting

Notes:

ACTION ITEMs:

Send team members a copy of the WSDOT Level 2 Environmental Documentation template. (Geoff)

Problem Statement and Recommend is needed. Address Responsibility and Authority and need to associate and link these roles in the DB Contracts. Revise previous change proposal. (Dave)

EOR and requirement to stamp As-Built drawings on D/B Contracts. Draft a problem statement and policy change proposal. (Jim & Jessie)

Team members to review BDM and nominate Chapters and subject that need the most urgent attention. Focus is to clearly identify Hard Points in design policy and Soft Points. How can we get more from D/B Teams by providing more clarity or options in the BDM?. (ALL) Team to solicit input from EOR's for past and current D/B Projects. Solicit input from WSDOT reviewers. (Mark, Jim, Eric, Dick)
Establish a spreadsheet for tracking the progress of each Subject. (Yuhe)

Next Meeting Agenda:

- Update on Environmental Cross Training
- Status Report information
- EOR issues with D/B Contracts
- BDM D/B issues

Next meeting –- WSDOT , May 23, 2008 (Jacobs Engineering - Bellevue)

1:00 pm.		Adjourn