



ADMINISTRATION TEAM

Meeting Summary

Date: October 19, 2011
Time: 9:00 am
Place: AGC Southern District Building
 3601 20th Street East
 Fife, WA 98424
Phone: 253-896-0033 Toll Free: 800-637-7717

Attending:

✓	Ashley Davis Mowat Const.		Mike Grigware WSDOT	✓	Anthony Sarhan FHWA
✓	Jerry Brais King County	✓	Darrel McCallum WSDOT		Glenn Schneider WSDOT
✓	Marylou Nebergall WSDOT	✓	Craig McDaniel WSDOT	✓	Mark Scoccolo SCI Infrastructure
✓	Mike Hall Tucci & Sons	✓	Tina Nelson Kitsap County	✓	Aleta Borschowa WSDOT
✓	Tim Hayner Tristate Construction		Roger Palfenier Totem Electric		Andy Thompson Granite Construction
✓	Randy Dubigk WSDOT	✓	Adam Lybbert Penhall Construction	✓	Greg Waugh Max J. Kuney Const.

OPEN MEETING

Craig McDaniel/Greg Waugh opened the meeting at 9:00am.

There were no comments regarding the September 16, 2011, minutes and they have been posted on the HQ Construction website.

WSDOT Electronic Content Management

Andy Thompson was not able to attend the meeting so information regarding the use of a universal product in the management of electronic submittals will be brought forward at the next meeting. The team is still supportive of the idea and suggested that WSDOT include a couple of contracts in which an “Electronic File Cabinet” may be used by both the project office and the contractor.

Craig McDaniel stated that WSDOT has looked at AASHTOWare, but one of the drawbacks with this software is that it is expensive.

Craig informed the group that State Construction Engineer Jeff Carpenter is wishing to move towards an electronic medium for the distribution of information. That is the Standard Specification, Construction Manual, Contracts during advertisement and Contract Bidding, will be done electronically. This approach is to keep up with the way industry is moving and also to reduce publication costs.

Craig told the team that the 2012 Standard Specification book will be published and made available this January; however, the 2014 book will most likely only be available electronically. Most team members agreed this is a logical next step, but they would still like to have a hardcopy book at its current size (8 ½ x 11 is too large). Mike Hall suggested that WSDOT have a limited amount of hard copy Spec Books published and charge actual costs for the publication. Craig stated that is one approach that has been looked at and it would depend on a minimum publication charge and anticipated demand. The current charge for the Spec Book does not cover all costs associated with publishing the book.

Other ideas for increasing the use of electronic content included:

- In addition to the electronic version of the Standard Specification book, allow the bound book to be available for purchase (either through additional payment by the contractor for the quantities they need)
- Go with Electronic plans/special provisions during the bid phase
- Coordinate with the low bidder on the quantity of “conformed” plans/specials needed (with a limit of possibly 40 sets) or amount based on project size.
- Colored drawings for staging and utilities (particularly new vs existing) is very helpful, based on the complexity of the project.

Disparity Study

Craig McDaniel gave a brief update on the current status of WSDOT’s OEO Disparity Study. Craig stated that a consultant has been hired by WSDOT and is currently in the preliminary stages of reviewing information to determine if there is an actual DBE disparity in Washington State. The study is necessitated by the DBE program to make it defensible and the fact that WSDOT’s current DBE plan is based upon old information and may not reflect current conditions. By CFR, a study is required every few years to bring the plan up to date. Some of the areas that will be look at are: over concentration, availability, race specific, and time allowance as a participating DBE.

Craig stated that he would keep the team updated on the progress but that a final report may not be available until next year. A lot of information needs to be gathered, analyzed and a plan developed.

DBE Specification

Craig McDaniel went over the proposed change to the DBE Specification in which the Prime Contractor will submit their Disadvantaged Business Enterprise Utilization Certification form with the sealed bid proposal as usual and then after bids have been opened, they will have 48 hours to provide the DBE Written Confirmation Document(s) and their Good Faith Effort (GFE) if they were not able to solicit sufficient DBE participation to meet the goal. Craig stressed this change is proposed and still has some vetting to be completed prior to approval by OEO/FHWA.

Key points to be address;

- Start time of the 48 hour notification.
- Values that must be shown on the Utilization form and Written Confirmation form.
- Utilization form will have a box to check if GFE is part of the bidder's effort to solicit sufficient DBE participation.
- GFE must have been completed prior to bid proposal submittal-the 48 hours is not the time to do the GFE.
- Written Confirmation may have an elective portion on the form to allow quoted and subcontracted amounts be shown.

Lump Sum Erosion Control

A question was asked if WSDOT is still moving forward with doing a Lump Sum Erosion Control bid item and having the NPDES (National Pollutant Discharge Elimination System) permit transferred to the Prime Contractor. Randy Dubigk stated that he believed that it was moving forward on a couple of contracts scheduled for advertisement sometime in 2012. Aleta Borschowa stated that it was her understanding that was correct and that she could probably bring additional information to the next meeting.

Action Items (following list continued from May, September, & October 2011 meeting).

- Craig/Randy-opt in/out specification for steel escalation clause & letter to Project Development regarding Lump Sum Traffic Control on applicable contracts.
- Tina/Aleta-look at Lump Sum Traffic Control and Force Account Work.
 - Jerry Brais-look at the issues with LS Traffic Control from the Local Agency perspective.
- F/A cost of erosion control for last year-Randy.
- L.S. Erosion Control and permit responsibility transferred to Prime Contractor-Aleta

No other items listed in Action Items were discussed.

New Business

Mark Scoccolo brought up a question regarding the rates for odd items used during Force Account work such as steel roadway plates, shoring for trenching, etc., which generally do not have rental rates associated with them. Mark would like to have method established for getting a fair rental price when these items are being used.

Randy Dubigk stated that we have a team working on “driller items” and this could be something that could be included their review odd items.

Schedule and location of future meetings:

All dates and location are subject to change.

November 18, 2012
9:00 AM – 12:00 PM
AGC Southern District Building
3601 20th Street East
Fife, WA 98424
Phone: 253-896-0033 Toll Free: 800-637-7717

December-No meeting scheduled

January 20, 2012
AGC Southern District Building
9:00 AM – 12:00 PM

February 17, 2012
AGC Southern District Building
9:00 AM – 12:00 PM

March 23, 2012
AGC Southern District Building
9:00 AM – 12:00 PM

April 20, 2012
AGC Southern District Building
9:00 AM – 12:00 PM

May 18, 2012
AGC Southern District Building
9:00 AM – 12:00 PM