

## ADMINISTRATION TEAM MINUTES

**Date:** April 14, 2006  
**Time:** 9:00 am  
**Place:** Tacoma AGC Building

<b><u>Attending</u></b>	Mark Borton	<input checked="" type="checkbox"/>	David Mariman	<input checked="" type="checkbox"/>	Mark Rohde	<input type="checkbox"/>
	Jerry Brais	<input type="checkbox"/>	Craig McDaniel	<input checked="" type="checkbox"/>	Glenn Schneider	<input checked="" type="checkbox"/>
	Forrest Dill	<input checked="" type="checkbox"/>	Tina Nelson	<input checked="" type="checkbox"/>	Mark Scoccolo	<input checked="" type="checkbox"/>
	Paul Gonseth	<input checked="" type="checkbox"/>	Cathy Nicholas	<input checked="" type="checkbox"/>	Joe Spink	<input checked="" type="checkbox"/>
	Tim Hayner	<input checked="" type="checkbox"/>	Ken Olson	<input type="checkbox"/>	Dave Standahl	<input checked="" type="checkbox"/>
	David Jones	<input checked="" type="checkbox"/>	Roger Palfenier	<input checked="" type="checkbox"/>	Greg Waugh	<input checked="" type="checkbox"/>

### **New Business – Staffing of Construction Office**

Kevin Dayton has been temporarily assigned to extra duties in the Urban Corridors Office while Dave Dye is on other duties. Rick Smith has assumed new duties as Program Manager in UCO, which means that the Construction Office is inheriting Innovative Contracting, and will incorporate it into our regular business practices. Craig McDaniel will soon be taking on a new Assistant responsible for Design-Build. David Mariman will be assuming additional work standardizing D-B contract provisions and Construction Manual guidance. Kelly Schauble is attending as note keeper.

### **Old Business – Force Account Equipment Rental Agreement**

A subcommittee meeting will occur today after this meeting.

### **Old Business - Section 1-08.5 Critical Materials**

The two existing GSP's that allow a suspension of work for critical materials have been enhanced to provide a fill-in for materials other than signal controllers and light/signal standards. The drafts were distributed for comments with a suggestion to eliminate one, if possible, as the two provisions are virtually identical except for when contract time begins. The group evaluated whether the provisions could be modified, or if they should be scrapped and started anew.

The provisions are intended for use when procurement of materials is known to be a critical activity during design. Existing relief mechanisms allow a suspension of work or time extension for conditions beyond the control of the contractor that delay work during the contract. We are already seeing these GSP's modified to include materials other than electrical, so standardizing it will help level the playing field and keep its' application

within the intent of the rest of the contract. WSDOT Project Engineers like the flexibility that this provision allows.

The bulk of the comments revolved around how much time to allow for the suspension, and the time required for approval of shop drawings. Providing predetermined suspension times to the designer was not favored, as this could suppress brain activity and result in suspensions that are not appropriate. Shop drawing approval time should be factored into the suspension because procurement lead times begin upon approval of shop drawings. A proposal to allow the contractor to provide the list of critical materials and procurement times with their bid is problematic due to the owners' inability to evaluate all bidders on equal terms. If the procurement takes longer than the specified time, then existing contract provisions may allow relief.

There are occasions when materials (like liquid asphalt) can be obtained sooner at a higher cost. Sometimes no amount of extra money will allow procurement sooner. The provision is intended to provide relief for time, not cost. The risks associated with materials price has always been the contractors' to manage.

Do WSDOT designers really know what materials are critical to completion and how long procurement takes? Compost has been in short supply lately, as are concrete and fly ash. Some regional variation occurs that affect availability. Some materials (like signal controllers) are sole source.

The technical aspects of the provision need some adjustment. The provision should require a schedule that shows a critical item for procurement. A contractor request for additional suspension should come with proof such as a P.O. or affidavit from the supplier. The spec needs to strike the reference to 'order' and require issuance of a "Purchase order" in the second paragraph. Also, the 20 day submittal time for placing a P.O. differs from the 30 day schedule submittal time in 1-08.3, and should be changed to 30 days to submit the copy of a purchase order. It was determined that the spec is compatible for multiple critical materials to be specified. The mix design aspects of the provision will be coordinated with the Roadway Construction Engineer.

### **Old Business – Other Section 1-08.5 Provisions**

The provisions for variable start were approved but were overlooked and not published. These will be published with the August GSP's.

The Team has never reached a formal conclusion on Alternate Variable Shifts, but is leaning toward the no-action solution. We have never experienced a WSDOT Engineer charging more than one working day in a 24 hour period. The new schedule provisions provide that the Weekly Look-Ahead Schedule defines the work shift. Construction manual language may help to reinforce that only one day is charged per day.

The real problem is that days that cannot be worked are charged. Provisions that prohibit lane closures on Fridays should result in nonworking time if critical work is affected. However, the current language of Section 1-08.5 is specific to days that the contract specifically “suspends” work. There is a difference between prohibiting critical work and suspending work. The Team concluded that more attention is required toward provisions that prohibit critical work.

**Section 1-08.6 Suspension of Work**

This provision has some language specific to delays and should be looked over.

**Section 1-08.7 Maintenance During Suspension**

Joe Spink volunteered to pick this work up. There are concerns about the third paragraph, and determining whether the contractor diligently pursued the work. Also, the HMA cure period prior to striping is a problem. This will be discussed at the next meeting.

**Future Meetings**

Friday, May 19

Friday, June 16

The topic of the next meeting will be a vote on Section 1-08.5 Critical Materials Suspension, thoughts on 1-08.6 and 1-08.7, and a discussion of Section 1-08.5 Prohibiting Critical Work.

The meeting adjourned at 12:00 noon.

Subject Area	Sponsor
Section 1-08.5 (sub) Critical Materials Spec	Mark Borton/David Mariman
Section 1-08.6 Suspension of Work	Dave Jones
Section 1-08.7 Maintenance During Suspension	Joe Spink
Review, Summarize Region Specials	Craig McDaniel

**Team’s “Round Tuit” List (cont)**

1. Tort Claims Liability/Accident Reports
2. Bid Item for On-site Overhead
3. Standing Disputes Review Boards
4. Joint Training—Documentation
5. Payroll, Wage Administration procedures
6. Materials on Hand provisions
7. Web-Based Construction Management