

MEETING MINUTES



Date: June 11, 2021
Project: ACEC Engineering Services Subcommittee
Purpose: June 2021 Monthly Meeting Agenda
Location: Microsoft Teams Meeting
Time: 10:00 AM – 11:30 AM

ATTENDEES:

<input checked="" type="checkbox"/>	Erik Rohde	GDOT Co-Chair	erohde@dot.ga.gov
<input type="checkbox"/>	Fletcher Miller	GDOT	fmiller@dot.ga.gov
<input type="checkbox"/>	Katherine Park	GDOT	dpark@dot.ga.gov
<input checked="" type="checkbox"/>	Daniel Pass	GDOT	dpass@dot.ga.gov
<input checked="" type="checkbox"/>	Josh Taylor	GDOT	jotaylor@dot.ga.gov
<input checked="" type="checkbox"/>	Walt Taylor	GDOT	wtaylor@dot.ga.gov
<input checked="" type="checkbox"/>	Dan McDuff	Atkins Co-Chair	dan.mcduff@atkinsglobal.com
<input checked="" type="checkbox"/>	Warren Dimsdale	HLE	wdimsdale@heath-lineback.com
<input checked="" type="checkbox"/>	David Fox	QK4	dfox@qk4.com
<input checked="" type="checkbox"/>	Scott Jordan	SEI	sjordan@seengineering.com
<input checked="" type="checkbox"/>	Robert Moses	WSP	Robert.moses@wsp.com
<input checked="" type="checkbox"/>	Shawn Reese	GS&P	shawn.reese@greshamsmith.com
<input checked="" type="checkbox"/>	Umit Seyhan	CHA	useyhan@chacompanies.com
<input checked="" type="checkbox"/>	Rick Strickland	NV5	rick.strickland@nv5.com

MISSION

To promote communication, innovation, and cooperation between GDOT and consultant design firms on plan presentation, review constructability and construction issues.

Grey Text = Original Meeting Agenda
Black Text = Minutes and discussion points
Red Text = Action Items

ATTENDANCE

- Attendance and Interaction key to team success
- Conflicts do come up – contact Dan McDuff via email or cell/text if unable to attend (678-315-3101)

TOPICS

1. COVID Return to Work Plans – discuss GDOT and consultant plans
 - a. GDOT – There is no strict policy for all offices. Offices are phasing back in.
 - o Engineering Services (Erik) - Noted that telework will be part of their normal work week moving forward.
 - o Roadway Design (Fletcher)– They are in a transition phase for back to office. Staff may come in 1 day a week if they are comfortable, June - likely 2 days a week, July - 2 days a week in office/Telework 3 days a week.

- Design policy (Daniel Pass) – They are starting transition back to the office, have staff phasing back in office 1 day a week currently. No set date for coming in 2 days a week.
- Atkins (Dan)– mandatory 50% return August / September, face-to-face time is important in our profession
- NV5 (Rick) – in office 100%
- QK4 (Rick) – in office 100%
- H&L (Warren) – Optional in office currently. Looking at starting 2+ days a week in office July / August.
- Next meeting August – Everyone was open to having a face-to-face meeting.
Eric/Dan will need to verify we have a place to meet and reserve conference room.

2. Discussion

a. A+B Contract Evaluation (Any follow-up from last month?)

- Walt noted some people are doing A+B evaluations on projects when not required.
- Walt noted they are currently working with PMs to request A+B only on projects where required.
- 1st project to require A+B Contract is I-285 at Bouldercrest.
- Intent is for A+B to be on bigger projects, 40+ million. Intent is to save time. A+B would probably not be applicable on an 18-month project.
- Policy is not written clear.
 1. Widening and reconstruction are noted in letter, so most PMs will require consultants to fill out.
 2. Walt – Widening and reconstruction still a grey area, but they probably will not cover it in the Field Plan Review unless it meets their policy.
 3. **There is an email on the policy that includes key details. Email if additional guidance is requested.**
 4. The evaluation is supposed to be emailed to the email address.

b. AASHTOWare issues (Any follow-up from last month?)

- Eric – IT has dedicated more server power to the AASHTOWare application. **Erik would welcome some feedback if this has made a difference.**
- Consultants would like to be able print the report for reviewing before requesting from GDOT PM.
 1. Working on revising Budget Class Report
 2. Working on ability of consultants to be able to print 411 reports.
- Joshua Taylor – GDOT is still working on AASHTOWare set up.
- Erik - Still seeing incorrect phases and naming being used on Cost Estimates. The estimate named with just the PI number should be the Current Estimate. The Quick Reference Guide gives direction on how to set up the report.

3. Consultant Relations Committee Meeting Discussion

- a. GDOT Developing PDP Guidance for Signature Sheet – assuming PELS approval will address multiple EORs, possible Sept 2021
 - o A plan has been sent to the Board for approval. May be approved method by September.
- b. ESPCP Common Errors
 - o Andy Casey team summarizing their finding
 1. Andy is working on EPD coordination or assembling comments and common issues. Has been coordinating with Dewy Richardson.
 2. May need to coordinate with Andy to make sure we are getting out the same message. Josh has reached out to Andy in the past. Last presentation was 2019, Josh’s information is post 2019.
 3. Dewy Richardson (EPD) sent out a list of commonly missed erosion items. (Warren forwarded to the group). These errors will result in a “No Review” of the plans.
 - o
 - o Engineering Services developing independent list
 1. Josh – Has complied the letters he received from CBA, has a spreadsheet of comments broken down by reviewer.
 - o CRC – Marsengill/Snyder requesting a presentation at Aug meeting, will this be ready and coordinated with Casey’s team? consultant presenter needs to be identified to discuss findings?
 1. ACEC Transportation Forum meeting in August, they would like a short presentation (10 minutes) on what we are working on. We need an understanding of what Chris and Angela Snider are looking for in a presentation. Dan McDuff to call and find more information on what they are looking for. Anticipate a high-level presentation, maybe we can focus on TOP 10 Comments from EPD (Top 10 Common Errors). Dan to reach back out to Erik and Josh once he has more direction. [Postscript: A follow-up meeting with Erik, Walt, Josh and Dan – agreed to hold until September ACEC Transportation Forum to present findings after having time to analyze data – likely to be 35 minute+ presentation- likely McDuff to give presentation with some support. Will discuss at next meeting.]
 2. Design policy is currently doing some training on Erosion Control.

4. Training and Training Development

- a. QC of Cost Estimates
 - o Not high on the agenda – Eric has not had time to put together a virtual course. Since it went from CES to AASHTOWare there is a lot of work to putting together an updated course.

- b. Earthwork Calculations
 - Eric could more easily convert this to a virtual training.
 - Common Engineering Mistakes/Errors in Estimates and Calculations (Katherine Park/Josh Taylor)
 - Josh has a draft of the presentation complete. Material may be ready by July.
 - c. Offer from Training Subcommittee (Kyle Mote/Jeff Baker) should we need any assistance.
 - d. Others?
 - Continued discussion – guidance on preparing lumps sum estimates?
 - Cost Estimate - Quick Reference Guide?
5. Field Plan Reviews –
- a. current effectiveness (virtual)
 - b. return to in-person?
 - Josh - Considering bringing back field visits as a separate meeting as part of FPRs. Small groups - designer, engineer, District construction. A date would be set for the field visit, attendance would be voluntary.
 - If Consultant thinks we need an in-person meeting, they can request one.
 - c. Comment concerns (David Fox add-on)
 - Concerns about comments and scores were discussed.
 - Reviewers asking for unrealistic measure of accuracy, have unclear or misleading comments, out of scope comments.
 - Walt understands concerns but also wants his reviewers to make comments if they feel they are applicable. Walt noted that we need to bring it up and make sure everyone understands our reason for the design. Ask for the comment to be removed if not applicable.
6. Other Initiatives
- a. Higher Level of Post Construction Services – McDuff discussed at February CRC meeting
 - Concerns about scoring. We are being scored on items that are out of our control.
 - Quantities – some reviewers are asking for decimals of quantities, specifically erosion control. Okay to have decimals for small erosion areas if that results in more accurate/realistic prices.
 - Some FPRs are asking for additional items be added to quantities (Erosion) labeled as “As Directed by Engineer”. There is no policy stating that the items can/cannot be added, add at our discretion. Response should be based if we feel it is needed. If there is no logical place for an item, we can respond no and not add. Ultimately Walt’s team is reviewing. The concern is when items are labeled “AS DIRECTED”, it’s hard

for the contractor know how to bid on it. Contractor may use higher bid price if low quantities.

7. Other Needs or Initiatives for Discussion
8. Website Information for Subcommittee – McDuff has requested ACEC remove all from archive website except for team meeting minutes
9. OpenRoads Roll-Out Progress
 - a. No new guidance at this time.
10. Discussion
 - a. Any efforts consultant members could assist with?
 - b. Other items?

Next Meeting tentatively scheduled for August 13, 2021, 10 am.