

ACEC VT / VT AGENCY OF TRANSPORTATION MEETING

MEETING NOTES

September 12, 2007
10:00 AM – 12:00 PM

Attendees:

Don Wotring, *GeoDesign*

Helen Estroff, *VTrans*

Richard Tetreault, *VTrans*

Edna Martineau, *VTrans*

Kevin Marshia, *VTrans*

Bob Klim, *PB Americas*

Laura Cornell, *VTrans*

Sandra O'Flaherty, *Wilbur Smith*

Charles Swanson, *Hoyle Tanner*

Roch Larochelle, *CLD*

Stephen Falbel, *TranSystems*

Greg Bakos, *VHB*

Greg Edwards, *Stantec*

Harry Colombo, *DuBois & King*

Frank Ambrosio, *URS*

Marvin Miller, *Green Int.*

Peter Howe, *Fay, Spofford & Thorndike*

Mark Richter, *FHWA-VT*

Sam Lewis, *VTrans*

Darren Benoit, *MacFarland-Johnson*

Dan Hudson, *CLD*

Dale Gozalkowski, *CHA*

Mark Smith, *RSG*

Agenda:

Topic and Items Discussed:

VAOT Corner

- AASHTO Subcommittee on Design – Richard Tetreault
 - Questioned of what can AASHTO do for VTrans, VTrans plans to meet internally to discuss possible action items
 - Task force committee started
 - AASHTO may be single biggest audience that contains many clients for consultants
 - AASHTO meeting presents multiple State agency issues and is good source for national issues. However, email may be an alternative to actually attending meetings
 - Want to streamline process
 - What are alternative funding venues for projects
 - VTrans welcomes input and hopes to get more out of AASHTO process
- Bulletin 3.5/VTrans Contracting Plan Update – Edna Martineau
 - Provision for each agency to come up with contracting plan is included in 3.5.
 - VAOT contracting plan has been approved and is waiting FHWA approval
 - Plan changes for design/engineering related work:
 - Can hire consultants to do work normally done by State employees

- Restrictions on # years for contract - VTrans has limit of 3 years and option to extend for 3 additional years
- Simplified bid process (3 companies) - \$100k threshold for projects with Federal funding and \$250k threshold for projects with only State funding
- Public bid openings are required, VAOT has a waiver
- Legislature mandated studies allow for sole sourcing
- For emergency situations, sole-sourcing can be approved quickly. VTrans working on defining what is an emergency
- Contracts are required to have specifications for liquidated damages
- Threshold for approval by Secretary increased from \$250k to \$1 million, Could save between 1 week and 4 weeks of approval time
- Secretary can authorize Notice to Proceed prior to signing contract. Limited to construction related costs for non-emergencies but requiring quick action
- Need Secretary of Administration approval for 6th amendment.
- Specs are being updated, in particular for liquidated damages and retainer. Case law states that the Engineer should be liable for “Negligent Errors and Omissions”, not simply “Errors and Omissions” used by VTrans. May require legislative fix.

Legislative Corner

N/A

Consultant’s Corner

- VTrans Proposal Format
 - In general, new procedure has developed thinner more straight forward proposals and represents a shift in how things are prepared and reviewed – positive feedback
 - Should proposal format be dictated by RFP?
 - Should there be a standard outline and formatting?
 - Suggestion that more weight should be put on previous projects and experience than on deliverables
 - VTrans biggest hurdle is the training of internal PM’s and the required work scope
 - Proposal scoring criteria is up to the PM
 - There are set definitions for evaluating criteria. If PM wants to use others, a definition of the criteria needs to be developed
 - From both the proposal reviewer view and proposal developer view, a standard format likely much easier.
 - VTrans welcomes input on what was difficult in process and good examples of what has worked for other State Agencies. ACEC/VT will review internally and develop input for VTrans on format.

FHWA Corner

- Will review Bulletin 3.5

Other Items

- VAOT mandatory electronic bidding for construction contracts (11/16/2007)
- Last ACEC meeting for Edna Martineau, who is retiring - last day is November 30th.

Next Meeting

- Date: December 12, 2007 at VTrans office. Location to be confirmed.
- Possible Future Items:
 - Brief summary of flexible design standards and exceptions and errors and omissions information, possibly by insurance provider.
 - Lessons learned, especially from construction staff (possibly could be arranged for engineer to attend final inspection)
 - FHWA comments and review of Bulletin 3.5
 - VTrans strategic plan
 - Alternative funding and project delivery – design/build
 - Discussion of the presentation of final invoice
 - Consultant Contract Management Guidelines (CCMG)
 - Vtrans Traffic Impact Study Guidelines – Bernie Byrne
 - Integral Abutment Design Guidelines – Wayne Symonds
 - VTrans Asset Management – Mel Adams