



ACEC-VT / VTRANS QUARTERLY MEETING NOTES

Location: VTrans – Davis Building, 5th Floor Main Conference Room

Date: December 13, 2017

Program discussion and General Meeting 10:00 am – 11:30 am

Next Meeting: March 14, 2018 (Transportation Technical Workshop)

1. Climate Change and Transportation/Resiliency mapping tool (Joe Segale)

- Asset vulnerability combined with network criticality correlates to risk
- Mitigation options are needed to minimize risk
- Vermont's largest threat is currently flooding
- Declaration of large storm historically occurring in Vermont at approximately 18-month intervals
- Vulnerability assessment data sources helped to assess the impacts of the respective impact ranging from inconvenient to long-term damage to infrastructure
- Vulnerability field verification of the various data sources confirmed the model created an accurate prediction of what features were vulnerable
- Bankfull width being considered critical for passing debris downstream
- Network criticality impacts – 1000 model runs of different networks of roadways failing
- Criticality methodology (e.g. travel impacts, excess travel time, isolation areas if transportation feature severed)
- Critical closeness (e.g. hospitals, power substations) and available redundant routes
- VTrans' Flood Resilience Application big jump in risk from 10 to 50 yr and less from 50 to 100 yr
- Application could be used to screen culverts, bridges, or roadway sections as currently developed
- Outcomes and uses of the application include support update of State hazard mitigation plans, scoping of VTrans' projects, local and regional hazard mitigation and capital planning
- Evaluation and screening tool – used for Hazard Mitigation Plan (State and local) as well as project scoping
- RPC's ANR, Emergency Management, respective Watershed Groups, VTrans' senior staff
- Next steps include statewide metrics and prioritization, guidance and training and build other model for other watersheds (only three watersheds completed to date)
- Static data inputs to the model would need to be updated with improvements occurring within the respective watersheds
- Joe Segale willing to share link to model which is still in working form in order to solicit feedback from consultants



2. LEAN process results of the consultant work authorization process (Molly Perrigo)

- Consolidation of business office personnel resulted in some personnel being assigned to contract administration
- Evaluated internal processes from rollout to closeout
- Looking for redundancies and attempt to streamline process to address them
- Work authorization process to incorporate a Contract Administrator (Todd Sumner for Structures and Jesse Devlin for highway. Eventually may try construction inspection projects)
- Contract Administrator role for consistency and assist PMs
- IT improvements, tracking, work authorizations and invoicing
- VTrans requested feedback on work authorization process from Stantec and VHB as well as VTrans' internal PMs
- Process flowchart will be developed to facilitate internal VTrans' execution

3. VTrans' reorganization and staff changes (Ken Robie)

- Wayne Symonds – Highway Director (Chief Engineer)
- Ann Gammell – Deputy Director (Deputy Chief Engineer)
- Kristin Higgins – Structures and Hydraulics Manager
- Mladen Gagulic – Construction and Materials Bureau
- Dan Delabruere – Aviation and Rail Director
- Jeremy Reed – Construction Manager
- Al Campo – Acting NE Regional Engineer as well as SE Regional Engineer
- Kevin Marshia moving to programming and pavement
- Mike Hedges retiring in December 2017
- Chris Williams retiring from construction in February 2018
- Jim Raymond retiring from pavement planning

4. Changes in Maintenance and IDIQ process (Molly Perrigo)

- Maintenance Rental Agreement (MRA) Category 2 revamped to IDIQ (Indefinite Delivery Indefinite Quantity)
- IDIQ's have been recently posted and received
- Bridge/culvert and pavement roadway repair IDIQ retainers to start (eventually all maintenance retainers will shift to IDIQ)
- May shift terminology to other retainers including task orders as well (including terminology for consistency)
- Federal Aid Projects can be contracted through IDIQ
- Consideration may be in order for an IDIQ combining consultant and contractor efforts to address emergency issues
- CMGC and Design Build can be done under IDIQ



General Meeting

A. Contract Administration

B. Upcoming RFPs

- Mowing services
- Public Information Services 2018
- Environmental assessment and remediation / spill response
- Governor's Highway Safety Program services
- Facilities preventive maintenance program

C. Review conflict of interest process

- Conflict of interest letter posted and available on the VTrans' website
- CFR required conflict of interest policy for VTrans and contractors
- Primarily created in the interest of public perception and that there is no impropriety when personnel leave the State and join the private sector working on State projects
- Preferred if VTrans' employees to recuse themselves from selection process if a perceived conflict could be identified

D. Review status of consultant procedures and specifications update

- FHWA required new procedures from VTrans and new contract provisions for consultants
- These are still being updated, but the goal is to replace the specification book summarizing standard procedures and specifications
- It is desired to remove procedures from contract and make these available for reference
- Specifications will be significantly revised and coordinated with Attachment C
- Some upcoming VTrans' contracts will not utilize QBS when not required by law (e.g. potentially public relations, marketing contracts, possibly archaeology)
- The methods in which consultants are being selected from retainer contracts is being evaluated since it is apparent that all retainer contract PMs are not utilizing them in the same manner
- The appropriate way to select consultants from retainer contracts is being discussed within framework of QBS selection process
- The selection process could be very different on design retainers than construction inspection contracts
- Further discussion is needed regarding what level of competition among the consultants satisfies CFR requirements
- VTrans has not yet reviewed other state's consultant selection procedures

E. 3rd Annual ACEC/VTrans' Transportation Technical Workshop Update (Dale Gozalkowski)

- Tentative date is March 14, 2018 Workshop in the greater Montpelier area
- It is anticipated that this Workshop will be held in place of the March 2018 ACEC/VTrans' quarterly meeting
- Final presentations will be selected soon, and a draft agenda circulated
- Anticipate similar format and duration to the 2017 Workshop in Waterbury
- Variety for Vermont and New York PDHs are anticipated with an emphasis on providing the opportunity for some New York PDHs
- VTrans' Program presentation (maybe resiliency model), out-of-state bridge project, alternative delivery method project, and Brattleboro I-91 including presenters that were designers as well as the construction side of this project
- Sponsorship and enrollment opportunities will be provided via email from ACEC of Vermont



F. Miscellaneous (various)

- Update from Legislative Committee – key bills
- ACECVT - <http://www.acecvt.org/>

Events, recent and scheduled:

- A. ACEC of Vermont Board of Directors' Meetings
 - Last held October 25, 2017 @ Stantec Office
 - Meeting November 30, 2017 prior to VT DEC Stormwater Program
 - Upcoming January 3, 2018 Conference Call
 - Offered additional training specific to designer's application of the 2017 Vermont Stormwater Management Manual (VSMM).
- B. ACEC of Vermont Emerging Leaders Forum Next Date TBD
- C. 2018 ACEC of Vermont EEA Awards Applications – Due in January 2018

FHWA

- A. Updates from Matt DiGiovanni.
 - Larkin Wellborn started in Vermont Division office in May 2017
 - EDC 5 – can submit ideas
 - Vermont STIC meeting was held in August 2017. All research projects have factsheet and every grant and research project (available online).

Future Meetings – Potential Topics

- 2018 Delivery Performance Metric Update
- Overview of Capital Program
- Marketing Clause update

Prepared by: Dale Gozalkowski and Jon Olin, ACEC-VT/VTrans Committee

12/13/17 ACELYT VTRANS MEETING

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