

ACEC / NCDOT JOINT SUBCOMMITTEE ON CONSTRUCTION & MATERIALS

April 24, 2024
Meeting Minutes

The meeting was held on April 24, 2024 at 1:00 PM; In attendance were:

NAME	REPRESENTING	EMAIL ADDRESS
Max Buchanan	STV	max.buchanan@stvinc.com
Phillip Johnson	KCI	phillip.johnson@kci.com
Tim Harper	Michael Baker	timothy.harper@mbakerintl.com
Kevin O'Dell	Summit	kevin.odell@summitde.com
Jack Cowsert	ECS Limited	jcowsert@ecslimited.com
Brian Hunter	NCDOT – Materials and Tests Unit	bhunter@ncdot.gov
Todd Whittington	NCDOT – Materials and Tests Unit	twhittington@ncdot.gov
Jim Sawyer	NCDOT – Materials and Tests Unit	jcsawyer@ncdot.gov
Matt Hilderbran	NCDOT – Materials and Tests Unit	mrhilderbran@ncdot.gov
Michelle Gaddy	NCDOT – Construction Unit	mhgaddy@ncdot.gov
Wiley Jones	NCDOT – Construction Unit	wwjones1@ncdot.gov
Brian Skeens	NCDOT – Construction Unit	bcskeens@ncdot.gov
Troy Brooks	NCDOT – Construction Unit	tbbrooks2@ncdot.gov
Leila Boulos	NCDOT – Construction Unit	lboulos@ncdot.gov
Tom Payne	NCDOT – Professional Services	tpayne@ncdot.gov

[ACEC Subcommittee Business](#)

Minutes from the January 17, 2024, meeting were approved.

[Training](#)

[M&T Training Updates](#)

- Jim Sawyer provided summary of 2024 classes. Jim's summary shows the number of classes, the number of personnel enrolled, and number who attended the class. Space has typically been available in each class. Class size is approximately 40 people. Almost 1400 attendees to date out of the 1681 registered for 58 classes. Please see attached summary.
- Matt Hildebran confirmed that a Spring/Summer Workshops will be hosted by M&T for Pavement Preservation. The Resident Engineers will be notified and should be registering CEI inspectors. The dates for these workshops will be sent out by M&T.

Discussion Items

On-Call Agreements

- The Construction Unit will be distributing a memorandum to the Divisions directing them to complete the transition to the 2023 CEI contracts and close out all the 2020 CEI contracts by June 15th.

CEI Evaluations

- The Department and industry representatives discussed that few CEI evaluations have been distributed to the firms. The Construction Unit has discussed the CEI evaluation process with Division Construction Engineers. The Construction Unit is preparing to have a training online seminar with Resident Engineer's staff and will highlight the need for completing evaluations.

Division Workload Forecast

- The Construction Unit has completed the Division Workload Forecast. The results of the forecast were based on projections completed in December 2023. The review of the forecasts shows a substantial increase in CEI needs in the western part of the state and less growth projected in the eastern and central part of the state starting December 2024. The graphs are attached.

CEI Invoicing

- The NCDOT Professional Services Management Unit (PSMU) has taken over the role of reviewing invoices. PSMU conveyed some issues they were finding during their review of invoices. Invoices with errors will be sent back to the Division. Invoices must be submitted monthly and if you are behind with invoicing do not combine months, submit a separate invoice for each month. For technicians, include classification. CEI technicians should not be in CRS and for the Engineers in the CRS please ensure the invoiced rates match the CRS rate. The Construction Unit conveyed to the ACEC Committee previous memos from the Department for review to ensure proper invoicing. The memorandums are attached for review. The CEI Webinar planned for June 2024 will include proper invoicing. The online seminar is targeted for NCDOT personnel but will be shared with CEI Managers.

CEI Training

- Industry representatives again conveyed the industry concern to NCDOT about costs for upcoming training that the Department is conducting. The documentation training is approximately ninety percent complete. The Department plans additional inspector training modules in the future. Industry representatives asked would there be any consideration for virtual or a train the trainer option to reduce travel and costs in the future. NCDOT will record these training modules and provide for use in the future.

CCU is committed to getting dates/information to CEI Industry in fall 2024 ahead of next year's training. The training schedules will be conveyed to CEI Managers when it is conveyed to Division staff.

Project Letting

- NCDOT stated that the financial stability at NCDOT remains in good shape. The goal of the Department is once a project makes the 12-month let list the project will be let on the scheduled date. The 15-month internal project let review process discussed at our last meeting is going well and serving the purpose to identify utility conflicts and right-of-way issues that could delay projects.

Upcoming Projects

- **I-2513 BD** Division 13 I-240 / I-26 from north of SR 3548 (Haywood Road) to SR 1781 (Broadway Street); and from SR 1517 (Hill Street) to SR 1781 (Broadway Street), Anticipated Construction Let March 2024, Anticipated CEI Advertisement August 2024
- **U-4758** Division 7 SR 1818 (JOHNSON STREET) / SR 1850 (SANDY RIDGE ROAD) FROM SR 1820 (SKEET CLUB ROAD) TO SOUTH OF I-40 IN HIGH POINT, Anticipated Construction Let December 2024, Anticipated CEI Advertisement August 2024
- **I-5719** Division 12 I-85 from US 321 to NC273; Widen to eight lanes Combined with U-5800, Anticipated Construction_Let November 2024, Anticipated CEI Advertisement January 2025
- **U-5747A&B** Division 5 SR 1635 - FROM WEST OF SR 1613 (DAVIS DRIVE) TO NORTH OF SR1637 (CHURCH STREET) IN MORRISVILLE. WIDEN TO 4-LANE DIVIDED Anticipated CEI Advertisement Date January 2025

The Anticipated Advertisement page has been updated.

<https://connect.ncdot.gov/letting/ProfessionalServices/Pages/anticipatedadverts.aspx>

Next NCDOT/ACEC Meeting: July 17, 2024, at 1:00 pm