

ACEC/NCDOT Project Delivery Subcommittee

November 3, 2022, Meeting Minutes
Teams Meeting (Virtual & in person)

Phone:

Brandon Jones (Co-Chair)	NCDOT Division 5
Paul Garrett (Co-Chair)	Vaughn & Melton/JMT
Kevin Bowen	NCDOT Chief Engineer's Office
Matt Clarke	NCDOT Technical Services
Derrick Weaver	NCDOT Technical Services
Terry Canales	NCDOT Technical Services
Matt Quesenberry	NCDOT Technical Services
Jennifer Evans	NCDOT Project Management Unit
Robert Stroup	NCDOT PSMU
Tatia White	NCDOT Roadway Design
Matthew Jones	NCDOT Division 9
Addison Gainey	NCDOT Division 4
Roberto Canales	LJB
Jerry Page	Gannett Fleming
Tim Goins	VHB
Ed Edens	AECOM
Steve Smallwood	Stantec
Kevin Alford	Wetherill
Jennifer Farino	RS&H
Greg Purvis	Wetherill/ACEC

Welcome and Introductions

- Brandon Jones welcomed the group to the Quarterly Project Delivery Subcommittee Meeting and introductions were made.

Approval of Last Meeting Minutes

- Paul Garrett asked if anyone had any objections or comments on the last subcommittee meeting minutes dated August 4, 2022. The minutes were approved after receiving no comments or objections.

Chief Engineer's Office (Kevin Bowen)

Personnel moves

- Kevin Bowen is new Eastern Deputy Chief Engineer (Div. 1-6 & 8)
- Keith Eason is new Division 4 Engineer
- Brian Mayhew is new State Traffic Engineer

Technical Services updates (Matt Clark, Derrick Weaver & Terry Canales)

Personnel moves (Matt)

- Dale Burton retired, position not filled yet.
- Jamie Lancaster is new head of Environmental Analysis Unit
- John Jamison is new head of Environmental Policy Unit

2023 Pre-Construction Workshop (Terry)

- The date is changing due to Board Meeting. Old date was February 28 & March 1st, 2023. **New date is May 16th & 17th, 2023 (Tues. & Wed.)**. Please adjust your calendars.

Small Professional Services Firms (SPSF) (Terry)

Legislation has been approved to revise NCGS 136-28.10 to allow NCDOT to increase the outsourcing of professional services to SPSFs. NCDOT may identify professional services projects likely to attract these certified small firms and limit the solicitation to just those firms through a quality-based selection.

With this, the Chief's Office has asked the Technical Services Office to develop the rules and policy associated with this revision. We will be working with the Office of Civil Rights and ACEC on this draft. Technical Services has been working on this policy and may share with ACEC in the next couple of months for input.

Standard Scope & Workday Estimate (Derrick)

- Scope and updated Workday estimate were recently released.
- The latest version of Microsoft Office doesn't like the macros.
- DOT will post a work around at some point.
- Workday estimate works better from a hard drive.
- Aside from conflicts with latest version of Office, the estimate form should work faster than the older kitchen sink version as they simplified and updated some of the macros. There are only 3 macros compared to several previously.

Project Delivery Newsletter (Derrick)

- The newsletter is transitioning to the Project Management Unit.
- Integrated Project Delivery (IPD) – DOT will stop using this terminology.

PE Projections (Matt)

- Similar to the last two years, firms should update PE projections by December 31st for at least the next six months.

ORD Survey (Terry)

Terry said after our meeting that an ORD readiness survey will be coming out soon. The survey will ascertain the readiness of industry partners to transition to ORD in the near future.

Project Management Unit updates (Jennifer Evans)

- Firms have been meeting with PMU in anticipation of new contract ad in March or April.
- There will be more internal advertisements like Wadesboro in the future.

Project Management

- There is a short-term focus on Project Management training for the industry. They are in a gathering period of information available and may advertise beginning of next year. Hope to define roles and responsibilities for PMs and may develop list of expectations.
- A Pre-qualification for PMs for firms may be developed.
- Longer term focus on PM training for DOT PMs.

Roadway Design (Tatia White)

ORD updates

- Jeff Garland is now working for NC Department of Information Technology (NCDIT) but will still be attached to ORD implementation. They haven't decided what to do with his old group.
- ORD – still challenges but need to push for project in ORD. Next iteration of Microsoft may not work well with SS2/SS4.
- Long term projects should be scoped for Open X.
- Everything surveyed as of June 2022 should be ORD. There are issues with converting surveys.
- If any consultants want to put forward individuals to help with ORD conversations, they may look at adding 2-3 people.

3R Guidelines

- All interviews are complete. Next, bring recommendations to a steering committee.

Professional Services Management (Robert Stroup)

- Robert urges consultants to keep their CRS accounts active - get in system every 28 days to keep it active and open.
- Master LSC should be up to date, may be some updates next week.

Advertisements

- Strategic General Services (Chiefs office) – November 15th ad.
- Roadside Environmental – Roadside Aesthetics – Dec or Jan ad.
- Roadside Environmental - Erosion Control & Sediment Control – first of the year.
- Western on-call will likely get extended one year.
- Next big LSC is Central PMU (Jennifer Evans unit). Best guess is March 15th advertisement

Open discussion on Work Force issue (Brandon, others)

DOT in general still has large percentage of vacancies, some are over 30%.

Recent events discussed: Division 4 had a 2-day event through Johnston Community College for 8th graders. Division 5 participated in a Truck Operations event for 6th graders at Heritage High School. NCDOT has a Tic Toc account. There are outreach opportunities that can be developed there.

Other thoughts on the work force subject: Kids like gaming or programming in gaming. How can we relate that to CADD tech work? Jennifer suggested at job fairs that we give them a site to visit for job descriptions/careers. Jumbotron ads might be a good outreach.

Division Comments and Open Discussion

- Addison Gainey reminded everyone that the NCDOT/ACEC Joint Conference was December 1st (reception on November 30th).
- Paul Garrett asked if there were any alternatives to Bentley if Bentley can't give us what we need. He also asked if any trade schools teach Bentley/ORD. All CADD Tech candidates have Civil3D/AutoCadd experience but no Bentley experience. Tatia said we originally considered other options to Bentley. The questions were thrown out there more for discussion than answers already known.
- Jerry Page asked if there was any help for RW concerning cost verification updates prior to requesting funds. Matt said Heather Fulghum (RW Unit Manager) was bringing in external sources. \$5 million projects still need to go through central RW. Divisions can handle the lower amounts through Appraisal companies. Matt will see if Heather can put something out.
- Jerry Page asked about the new estimate program PM tab. Derrick said it replaced the PDEA tab. It should cover PM activities throughout the life of the project. You can put some of the PM time on specific disciplines if it is more appropriate. Just don't repeat on both tabs.
- Jerry also asked if Technical Services received much feedback on the Standard Scopes of Services. Derrick said they received both positive and negative feedback. The length of scope was probably biggest complaint but once you develop one, you can re-use with slight revisions for next project. Just be careful to ensure you are using the latest template.

Next Meeting

- **Is not set but if follows standard dates/places**, would be Thursday, February 2, 2023, 1:30 PM, Chief Engineer's Conference Room & Virtual Option