

ACEC/NCDOT Project Delivery Subcommittee

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

Phone:

Brandon Jones (Co-Chair)	NCDOT Division 5
Paul Garrett (Co-Chair)	Vaughn & Melton
Ronnie Keeter	NCDOT Chief Engineer's Office
Greg Burns	NCDOT Chief Engineer's Office
Lamar Sylvester	NCDOT Chief Engineer's Office
Joey Hopkins	NCDOT Chief Engineer's Office
Chris Werner	NCDOT Technical Services
Matt Clarke	NCDOT Technical Services
Terry Canales	NCDOT Technical Services
Robert Stroup	NCDOT PSMU
Tom Payne	NCDOT PSMU
Tatia White	NCDOT Roadway Design
Matthew Jones	NCDOT Division 9
Jackie McSwain	NCDOT Division 12
Norwood Gainey	NCDOT Division 4
Keith Garry	So Deep SAM
Roberto Canales	LJB
Jerry Page	Gannett Fleming
Tim Goins	VHB
Doug Taylor	Stewart Engineering
Ed Edens	AECOM

Welcome and Introductions

- Brandon Jones welcomed the group to the Quarterly Project Delivery Subcommittee Meeting and introductions were made. Brandon, Paul, Chris, and Roberto attended in person and everyone else was virtual.

Approval of Last Meeting Minutes

- Paul Garrett asked if anyone had any objections or comments on the last subcommittee meeting minutes dated November 4, 2021. No comments or objections were received, and the minutes were approved.

Chief Engineer's Office (Greg Burns & Joey Hopkins)

Greg presented a good Power Point presentation showing the anticipated funding from the five-year Infrastructure Investment & Jobs Act (IIJA) and updates to the state budget. See power point file entitled "ACEC update on IIJA.pptx" and PDF file entitled "IIJA one pager_11.10.pdf".

- The infrastructure funds will help deliver projects but doesn't cover all overprogramming.

- Greg mentioned a note from Lamar regarding the engineer pay rates through CEI, the Department will reimburse the engineers acquired through the statewide CEI limited-service contract on call or project specific contract at the rate approved by OIG in the consultant rate schedule and there's going to be a memo going out to the Division Engineers and Residents and a copy to the firms as well.

Joey gave a 2024-2033 STIP Development update. He gave a thorough look at how the STIP has been developed and what they are proposing to the Board of Transportation moving forward. See power point file entitled "February 2022 BOT Update (003)rev2-1.pptx".

Technical Services updates (Chris Werner)

Chris mentioned the Pre-Construction Workshop seemed to be successful and others agreed. The sessions were recorded and are available for all to view (not just the attendees) on the Project Management website. Link: [Preconstruction Workshop Videos](#)

Chris said they are always looking for suggestions for improvements and topic to cover. NCDOT is serious about its partnerships with the industry and looking for input for increasing communication with its partners. Terry is sending out a survey for feedback on the conference, they urge attendees to fill it out.

- Prior to workshop, they had an outreach with Small Professional Services Firms, divisions, and units. Trying to develop communication, improve relationships and opportunities, increase diversity and firm utilization, etc. That was a first step and there will be more events. Focus on bringing SPSF's with prime firms.
- The Eastern On-call advertisement expected on March 15, 2022. Due date will be April 22nd. Should be same approach as the Western On-call. DOT will get input from eastern divisions for possible changes from western but are not expected much if any changes. DOT is letting firms decide on teaming arrangements and expect robust teams as before. They expect primes to utilize their subs.
- Quality Management will be rolling out soon along with standard scopes of work and checklists for every deliverable.
- DOT wants to get away from Preference comments on reviews. The division engineer should be the only one with preference based on their knowledge in their divisions. Firms should be performing quality control on their work and DOT will do quality assurance/fatal flaw reviews.
- The preliminary engineering spend plan 6 months into it, we are within 1-2% expenditures verses estimates so we need to keep up the good work.
- The pre-construction conference was focused on Program Delivery. Heavy focus on scope, schedule, budget, quality, and risk. MS Project Schedule classes are online. Industry partners should know how to use it. PEFs should set good schedules then do whatever it takes to meet the schedule. Schedule changes will be allowed with good justification.
- New invoicing templates were sent out to try to standardize it.
- Value Assessments - \$186 Million has been accepted to date and is probably on the low side. We need industry partners to continue looking for ways to save money on projects.

- Retirement at DOT, 20% vacancy in Technical services now and within two years, 20% of their staff will be eligible to retire. Numbers are similar across the department. Virginia Mabry and Pam Williams recently retired and took a lot of knowledge with them.
- DOT is not building back to do internal production as in the past. They must maintain enough staff to scope work, check estimates, know what needs to be done and be able to answer questions that arise.
- There are major concerns in the workforce available for the Transportation Industry. For example, the average industry age for surveying is 59 years old. DOT and its partners need to look for ideas of how to educate young people about our industry. Our committee is looking for any ideas of how to do this. Outreach to community colleges, universities, high schools, middle and elementary schools need to occur – we need innovative ideas for how to make this happen for both DOT and the private sector. Can technology play a role in workforce shortages, for example, can mobile lidar help mitigate the loss of surveyors? What other fields could we tap into that might be capable of doing transportation work, i.e., can we use an industrial engineer to become a project manager, etc. Ideas can be forwarded to Paul Garrett, Brandon Jones, or anyone on the Project Delivery subcommittee.
- January 2021, DOT required RS-2s for all POs. This is entered into SAP so they can monitor how much work is going to primes and subs. Work should be spread out.
- There were some issues brought up about the standard invoices and how much effort it takes to complete them. Mistakes in invoices will still occur. All feedback on the invoices should be sent to Derrick Weaver.

Roadway Design (Tatia White)

- Preconstruction workshop – Roger Kluckman & Sherri Calhoun presented New Roadway Design Tools & Training. Link: [Pre-Construction New Roadway Design Tools/Training](#)
- They are addressing comments received about the new manual. Some things are fixed immediately, and some take more discussion and time to consider or fix.
- They are in the process of archiving some memos that still may be needed.
- They advertised and selected a team to help to update 3R guidance and compare to NCHR report 876. Looking at other states to see what they are doing. Frame 3R guidance for North Carolina.
- What is performance based practical design in North Carolina? DOT is trying to set overall framework for this.
- Consultant Guidelines is being worked on to be in alignment with PDN. Kitchen sink estimate is being reviewed.
- Planning best round table method with its partners to improve or discuss issues. Open to ideas for collaboration.
- ORD – initiated 10.10. Some draft guidance for converting SS4 to ORD is being developed.
- More pilot projects are being initiated. If you have a project that think will fit the schedule for testing ORD, discuss with your DOT Project Manager.
- They are continuing to assess the current release of ORD. Anticipate releasing 10.10.20 this quarter.
- They have embedded Bentley folks to help with workspace and civil cell development specific to each discipline. They also will help train DOT staff.

Professional Services Management (Robert Stroup)

- New invoice templates are on-line and old ones have been removed from the website.
- Man-day estimate forms are updated for current non-salary direct cost rates, so new mileage rates are updated.
- Master LSC schedule us up to date on the website.
- There is a new Project Specific CEI anticipated advertisement posted. 3 projects total. Something is coming on Global Transpark maybe in April.
- CRS – there is increased access for firms. All firms have been contacted for 2nd user access. They have only received about a dozen requests. Each user must have their own NCID and complete the access form. Do not share NCIDs!
- The Eastern on-call should be a copy of the western ad unless the divisions want a tweak.

Links provided by Robert:

- New invoice templates (developed by Derrick Weaver’s group) are on the web at [Guidelines, Forms and Consultant Utilization](#).
- Old invoice and progress report templates have been removed from the website at [Guidelines, Forms and Consultant Utilization](#).
- Manday estimate forms were updated last month with current Non-Salary Direct Cost rates at [Guidelines, Forms and Consultant Utilization](#).
- The [MASTER LSC Schedule REPORT \(Anticipated Advertisement Schedule\).aspx](#) should be up-to-date on the website.
- A new Project-Specific CEI [Anticipated Advertisement](#) was posted earlier this week.

Division Comments and Open Discussion

- Jackie McSwain has seen several issues with the new invoices. Chris said to share those concerns with Derrick.
- Matt Jones mentioned concerns with RW firms being able handle the workload. More a backlog of appraisals and appraisal reviews.
- Doug Taylor recently had to go through firms to find someone that had the capacity to do work.
- Brandon Jones agreed DOT type appraisals are an issue right now.
- Addison Gainey – same comments about appraisals. Some take 6 months. Subject to litigation. Can we make it worth it by raising rates for that work?

Action Item: workforce conversation, solicit input from others. Buddy Barrell was brought up as an old outreach that was used in the past at the Fairgrounds.

Next Meeting

- Thursday, May 5, 2022, 1:30 PM