

ACEC/NCDOT Project Delivery Subcommittee

August 4, 2022, Meeting Minutes
Teams Meeting (Virtual & in person)

Phone:

Brandon Jones (Co-Chair)	NCDOT Division 5
Paul Garrett (Co-Chair)	Vaughn & Melton
Chris Peoples	NCDOT Chief Engineer's Office
Greg Burns	NCDOT Chief Engineer's Office
Lamar Sylvester	NCDOT Chief Engineer's Office
Boyd Tharrington	NCDOT Chief Engineer's Office
Matt Clarke	NCDOT Technical Services
Derrick Weaver	NCDOT Technical Services
Terry Canales	NCDOT Technical Services
Jennifer Evans	NCDOT Project Management Unit
Robert Stroup	NCDOT PSMU
Tom Payne	NCDOT PSMU
Tatia White	NCDOT Roadway Design
Matthew Jones	NCDOT Division 9
Addison Gainey	NCDOT Division 4
Charlie Flowe	KCI
Keith Garry	SAM
Roberto Canales	LJB
Jerry Page	Gannett Fleming
Tim Goins	VHB
Doug Taylor	Stewart Engineering
Ed Edens	AECOM
Steve Smallwood	Stantec
Kevin Alford	Wetherill

Welcome and Introductions

- Brandon Jones welcomed the group to the Quarterly Project Delivery Subcommittee Meeting and introductions were made. More attendees in person than virtual for a change!
- We have three new members rotating on and three rotating out from the ACEC side. Paul Garrett thanked Keith Garry (SAM), Charlie Flowe (KCI) and Doug Taylor (Stewart) for their contributions to the committee. He also welcomed the new members, Steve Smallwood (Stantec), Kevin Alford (Wetherill) and Jennifer Farino (RS&H).

Approval of Last Meeting Minutes

- Paul Garrett asked if anyone had any objections or comments on the last subcommittee meeting minutes dated May 5, 2022. The minutes were approved after receiving no comments or objections.

Chief Engineer's Office (Greg Burns)

Personnel moves

- Chris Peoples is new Chief Engineer
- Lamar Sylvester is new Deputy Chief Engineer
- Boyd Tharrington is new Director of Field Support
- Mark Gibbs Western new Deputy Chief Engineer
- Kristen Barnes is new Director of Highway Operations
- Michael Poe is new Division 11 Engineer
- Win Bridgers is new Division 1 Engineer
- Jeff Cabaniss is new Division 2 Engineer
- Tim Anderson is new Division 13 Engineer

IIJA funds:

NCDOT applied for Raise Grants (former Tiger Grants) - \$25M Grants Hendersonville, Low Water Bridges western NC, IBragg (Training road to Fort Bragg), 220 in Rockingham county interchange submitted by Virginia.

There are also multimodal project Discretionary Grants – three grant programs in one (infra, mega, and rural). Applied for five projects: Alligator River Bridge, I-85 widening from Gaston Co. to South Carolina, I-87 from US-64 to Knightdale, and the Low Water bridges were submitted in this category as well as Raise Grant application.

On-Demand Micro-Transit project was submitted

Bridge discretionary program - new program includes complimentary formula funding. Results expected fall to winter. Submitted on three projects: Alligator river bridge (again), I-40 five bridges in Haywood County, NC-48 Halifax County over Roanoke River.

Resilience Operations – transformative efficient cost saving transportation, which is a new program, not released yet.

There are lots of grant opportunities and NCDOT is moving aggressively in this area.

Legislative updates:

State budget sales tax transfer from transportation related goods and services – phased in over three years. 2022-2023 is 2%, \$200M that will go to highway funds, 2023-2024 increases to \$400M, 25% highway funds, 75% highway trust funds and 2024-2025 increases to \$625M 25% highway funds, 75% highway trust funds will continue with same breakdown through 2026-2027.

Technical Services updates (Derrick Weaver & Terry Canales)

- NCDOT Quality Management Program – watched a video
 - This is not new, firms already review work, just defining roles and responsibilities
 - Included in the scope, so it is clear that it is part of the deliverable

- QC – Complete, Accurate, follows all Regs, Standards, Policies
- QA – Appropriate QC, Fatal Flaw
- It's not perfect, not all units have checklist...YET!

- Next version of PDN
 - This update includes a number of **global** changes:
 - Rebranding the old preface to be a “Read First” primer discussing the PDN’s use, functionality, and flexibility
 - Renaming activities to be more descriptive for scoping and scheduling purposes
 - Updating references to the ATLAS Workbench and the *NCDOT Quality Management Program: Quality Control and Quality Assurance*
 - Aligning the newly published standard scopes of service (see below) to the related PDN narratives
 - Confirming and updating (where needed) all reference links
 - Adding more call outs for cross-discipline coordination and opportunities for interaction
 - The changes also include discipline-specific modifications to:
 - Clarify the Environmental permitting process
 - Streamline Geotechnical’s investigations for roadway survey inventory and recommendations
 - Revise Integrated Mobility’s Complete Street review process
 - Modify procedures related to signal and ITS design and coordination
 - Incorporate additional project scoring steps into the prioritization process
 - Implement a new Transportation Planning activity to support development of the Express Design
 - More clearly delineate tasks for Utility Coordination vs. Utility Design

- Standard scopes of service Generator
 - As a compliment to the PDN. This excel-based file guides a user through an intuitive, three-step process for creating and tailoring (as needed) a scope of services based directly on selected PDN activities and tasks. It allows you to build the scope using a list or an interactive PDN graphic. No matter a project’s size or complexity, the *Generator* is *the* tool to create and customize a project’s scope that will:
 - 1) reduce time in developing the document,
 - 2) promote consistency in scoping efforts across the Divisions, and
 - 3) ensure a common understanding when scoping, budgeting, and scheduling the project

- Updated NCDOT Scope and Man-day Estimate Form
 - Is being updated and will be rolled out in the next few weeks. The updated form will operate much like the existing form and will be located on the [PSMU Connect site](#) (Under Guidelines, Forms and Consultant Utilization) and will be titled NCDOT PDN Scope and Man-day Estimate Form. The existing estimate form will continue to be available for use to allow time for any scoping and man-day estimates under way to be completed. The changes will include:
 - Updated Discipline Selection list that will be aligned with the PDN and in alphabetical order
 - Updated Task List aligned with the PDN for most Discipline tabs
 - Instructions will be moved to a separate file and no longer included as a tab in excel file

- No changes will be made to Disciplines not listed in the Standard Scope of Services and/or the PDN
- Technical Services Staff
 - Promotions
 - Derrick Weaver – Deputy Director of Technical Services
 - Jennifer Evans – Project Management Unit Head
 - Retirements
 - Phil Harris – Environmental Analysis Unit Head effective 9/1/22
- Small Professional Services Firms (SPSF)

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.

Note: No limiting amount was in the legislation, but NCDOT may look at that from a contract or purchase order perspective as well as a yearly amount much like we are doing for SBE. No decisions have been made yet.
- MBE/WBE Goals on Professional Services Contracts.

In addition, the legislation will allow NCDOT to set minority and woman business goals on professional services contracts much like we do with construction contracts. This does not mean that it will be required soon, but it will allow NCDOT to do so should our minority and woman utilization on contracts fall beneath the department’s aspirational goals.
- Preconstruction Workshop

The next workshop is scheduled for February 28th and March 1st, 2023. We are hoping to get the registration information out later in the year. It will be at the McKimmon Center again.

2024-2033 STIP Development Update (Brandon Jones):

With new revenue projections and transfer of sales tax, the draft STIP is being re-programmed and should be released in the next few weeks. Divisions will have public comment period after release. Some projects may be swapped out.

Roadway Design (Tatia White)

Roger Kluckman retired. Working with comments and questions concerning the RDM. Working toward more of a regular schedule for releases/updates. Receiving good comments and questions through ‘Contact Us.’ Jeff Garland’s group is taking over roadway design manual updates.

IT rolled out latest version of ORD in July. This is another update from Bentley planned for the fall. NCDOT will decide to transition to this update or wait on the next one. Leaning toward waiting on next version. They are still updating 3R guidance as more of a cost/benefit approach.

There was a lot of discussion about the issues of whether to switch old projects to ORD and all the issues of workspace with different disciplines. If you have a new project or project that is 3 years out, need to strongly consider ORD.

Professional Services Management (Robert Stroup)

- Robert urges consultants to keep their CRS accounts open, takes IT about a week to unlock accounts, Get in system every 28 days to keep open.
- Master LSC should be up to date.
- Current advertisement is the utilities design and coordination.
- Hydraulics contract has been selected.
- Sixty-one firms were selected on Eastern On-call which is everyone that submitted.

Open discussion on Work Force issue (Brandon, Paul)

NCDOT communications department created a work force related video that was shared with the group.

We are still looking for ways to shine a light on our industry (public and private). NCDOT is at 22% vacancy and some divisions are over 30%.

Is there a way to pull together ACEC and NCDOT together to put a spotlight on this effort?

Areas/ideas discussed: Internships, future cities, bridge modeling events, career paths, alternate degrees such as outreach to coastal engineering majors, military job fairs, JoCo works program, possibility of DOT sponsoring students in exchange for working agreement, videos of what different units or fields do, partnership with Wake Education (Wake Ed Partnership Career Accelerator) – governors highway safety program, etc.

Division Comments and Open Discussion

- Paul Garrett - would the department consider cost plus on utility coordination for projects that are delayed? Consultants get hurt in this area as we do not know what the effort is for delayed projects, turn-over at utilities, etc. NCDOT could run a separate cost-plus contract to cover this or other areas that run over. Discussion with NCDOT project managers would need to occur.
- Keith Garry – any updates or issues on new invoicing? Derrick said he has not heard any complaints. Doug Taylor asked if we could keep updates to a minimum due to having to re-create the formulas. Derrick said he hopes to not update except for once a year. Paul Garrett asked if formulas could be added so consultants do not have to put them in every time the standard invoices are updated. Derrick said he would consider it now that they have had submittals to review, etc.

Next Meeting

- Thursday, November 3, 2022, 1:30 PM, Chief Engineer’s Conference Room & Virtual Option