

ACEC / NCDOT JOINT SUBCOMMITTEE ON CONSTRUCTION & MATERIALS

January 25, 2023

Meeting Minutes

The meeting was held on January 25, 2023, at 1:30 PM; In attendance were:

NAME	REPRESENTING	EMAIL ADDRESS
Max Buchanan	STV	Max.buchanan@stvinc.com
Phillip Johnson	KCI	phillip.johnson@kci.com
Christine Goins	S&ME	cgoins@smeinc.com
Frank Gioscio	ESP Associates	fgioscio@espassociates.com
Kevin O'Dell	Summit	kevin.odell@summitde.net
Jack Cowser	ECS Limited	jcowsert@ecslimited.com
Jason Salisbury	Div 6 DCE	jsalisbury@ncdot.gov
Brian Hunter	NCDOT – Materials and Tests Unit	bhunter@ncdot.gov
Jim Sawyer	NCDOT - Field Services	jsawyer@ncdot.gov
Maira Ibarra	NCDOT – Construction Unit	mibarra@ncdot.gov
Michelle Gaddy	NCDOT – Construction Unit	mhgaddy@ncdot.gov
Wiley Jones	NCDOT – Construction Unit	wwjones1@ncdot.gov
Brian Skeens (Virtual)	NCDOT – Construction Unit	bcskeens@ncdot.gov
Tom Payne	NCDOT – Professional Services	tpayne@ncdot.gov
Robert Stroup	NCDOT – Professional Services	rstroup@ncdot.gov

[ACEC Subcommittee Business](#)

Minutes from the October 26, 2022 meeting were approved.

[Training](#)

- M&T Training Updates
 - 227 training classes are currently scheduled for 2023, with a potential of adding classes in the future.
 - January through March classes are posted on Cvent and are open for registration.
 - The April through June classes will be posted March 13th.
 - Two Portland Cement Concrete Pavement Classes have been Scheduled and will be held in the Raleigh area. There are currently a few spots available. Contact Jim Swayer
 - January 31st thru February 1st
 - February 7th thru February 8th
 - M&T is continuing to seek out and hire additional Trainers.

Discussion Items

o Proposal Requirements

- o The interpretation of the proposal requirements were discussed. The Professional Services Unit advised that they look for two mandatory requirements: prequalification status and the submission of the proposal (timeliness and location). All other information requested in the advertisements are items that would benefit the firm in the selection process but are not a basis of disqualification. The value of the requested information or the lack thereof, is left to the discretion of the selection committee.

o Division Workload

- o Reviewed and discussed the annual Division projected Workload Report (attached). This report is generated every December and made available in January.
- o The Anticipated Advertisement page has been updated.
<https://connect.ncdot.gov/letting/ProfessionalServices/Pages/anticipatedadverts.aspx>

o Truck Reimbursement Re-evaluation

- o The group discussed the new Truck Reimbursement rates. The CCU evaluates the Truck reimbursements in December of odd numbered years, come into effect January of the even year. Recent adjustments will take effect January 1, 2023. Any adjustments next year will take effect on the date of the notice memo. The group was advised that these rates could decrease in the future if the evaluation warrants it.

o Contact Information

- o The CCU requested that if a firm's primary contact leaves the firm or is replaced that the new contact information be sent to the Unit.

o Technician Reimbursement Rate Evaluation

- o The industry requested the possibility of technicians receiving a salary reevaluation at the end of any contract. The Department advised that the topic has been raised in the past and it was decided then that project specific a salary evaluation will only be done for new contracts and not for time, if the technicians continues to work within their current level. For On-Call projects technicians will not be eligible for a salary evaluation when moving from one contract to the next if their duties and responsibilities remain the same. Salary reevaluations are allowed for promotions, utilizing the cumulative years of experience at the time of the requested promotion.

o Contract Authority

- o The CCU asked that all OnCall firms review their remaining funding to ensure that it will last until November 2023. The firms should confirm that all completed Task Order are closed insuring

that any remaining funds become available. The new OnCall Contract will be advertised in June or July.

- Training

- RE training will take place in February and March for all embedded engineers. This is for embedded Assistant RE or other engineers with similar decision-making responsibilities, and above. PEFs with embedded Engineers are asked to confirm with their REs.

Next NCDOT/ACEC Meeting: April 19, 2023 at 1:30pm