



MEETING MINUTES

Georgia Partnership for Transportation Quality (GPTQ)
 Consultant Relations Committee (CRC)
 Tuesday, March 17, 2009, 10:30 am
 GDOT's 27th Floor Conference Room

In Attendance	Name	Organization	Email	Phone
Consultant Relations Committee Members				
X	Bill Ingalsbe	GDOT/Bridge Design	bingalsbe@dot.ga.gov	(404) 631-1884
X	Brent Story	GDOT/Road Design	bstory@dot.ga.gov	(404) 631-1600
X	Bobby Adams	GDOT/Procurement	badams@dot.ga.gov	(404) 631-1438
X	Darrell Richardson	GDOT/Urban Design	drichardson@dot.ga.gov	(404) 631-1705
	Gail D'Avino	GDOT/OEL	gd'avino@dot.ga.gov	(404) 699-4457
X	Kathy Bailey	GDOT/Traffic Safety & Design	kbailey@dot.ga.gov	(404) 635-8134
	Mike Haithcock	GDOT/Program Delivery	mhaithcock@dot.ga.gov	(404) 631-1562
X	Ron Wishon	GDOT/Engineering Services	rwishon@dot.ga.gov	(404) 631-1753
X	Dana Robbins	FHWA	Dana.Robbins@fhwa.dot.gov	(404) 562-3642
	Al Bowman	ACECGA LPA Group	abowman@lpagroup.com	(770) 263-9118
X	Joe Macrina	ACECGA/Wolverton & Assoc	joe.macrina@wolverton-assoc.com	(770) 447-8999
X	Ken Anderson	ACECGA/JJ&G	Ken.Anderson@jjg.com	(678) 333-0642
X	Loretta Washington	ACECGA/LCW Engineering	lwashington@lcwengineeringinc.com	(678) 860-3018
X	Tommy Crochet	ACECGA/McGee Partners	tcrochet@mcgeepartners.com	(770) 938-6400
X	Linda Edwards	Environmental/EPEI	ledwards@edwards-pitman.com	(770) 333-9484
	Mike Holt	ITE/Gresham Smith & Partners	mike_holt@gspnet.com	(770)754-0755
	Matt Hicks	ACCG (Unofficial Member)	mhicks@accg.org	(404) 522-5022
Others				
X	John Heath	ACECGA/H&L	jheath@heath-lineback.com	(770) 424-1668
X	Jeff Fletcher	GDOT/OEL	jfletcher@dot.ga.gov	(404) 699-4442
	Glenn Robertson	GDOT/Engr Software Team	grobertson@dot.ga.gov	(404) 631-1061
X	Susan Thomas	Edwards-Pitman	stthomas@edwards-pitman.com	(770) 333-9484

1. **Tommy Crochet called the meeting to order. There were no comments on the minutes from the previous meeting.**
2. **Active CRC Subcommittee Status Reports & Focus for Upcoming Months**
 - a. Bridge – Has been meeting regularly and has completed draft of the Bridge Detailing Manual, which is being reviewed by the subcommittee. After a final review meeting on March 19th, the Manual will be submitted to Paul Liles for his review.
 - b. Consultant Procurement - Continues to meet on a monthly basis. Recent and ongoing activities include review of RFQ templates and contract provisions for insurance and indemnity. The subcommittee will be reviewing the current prequalification process and making recommendations on potential changes to that process.
 - c. Design & Constructability – Has reviewed provisions in the upcoming PDP release for Constructability Reviews. A Constructability Review was held in Macon earlier this month.
 - d. Environmental – Continues to help coordinate training required for consultant prequalification in environmental area classes. Consultants have found it difficult finding certain environmental courses that are required for prequalification. Earlier attempts to schedule courses by GDOT have resulted in not enough registrants and cancellation of the course. This results in the consultants having to go out of state to take several of the required courses. The committee discussed options to resolve this issue, including approaching Rick Smith about attempting to schedule some of the courses again, and if registration is low,

seeing if the registrants are willing to pay more to attend the class.

- e. Traffic –The Signing and Marking Design Guidelines were published on the R.O.A.D.S. website in November. The Signal Design Guidelines are almost completed and should be published in April or May.
- f. QC/QA – No recent activity. The subcommittee will wait for the Director of Preconstruction and Director of Program Delivery positions to be filled and to receive guidance from those positions before working on revisions to the QC/QA Manual.

3. Inactive CRC Subcommittees (Geotechnical) - no report

4. GDOT Committee Status

- a. Plan Presentation – Updated PPG & EDG published on R.O.A.D.S. website on Jan. 5th. Inroads/Microstation development is going well and the Engineering Software TEAM is devoting as much time as possible towards the Phase 1 release. The first phase will be for the Survey/Photogrammetry aspect. GDOT is still considering the possibility of adding a few consultants with InRoads & MicroStation V8 experience to the implementation team to provide input during the next phase of the implementation process for design. Glenn Robertson will check with his management to confirm the addition of consultants to the team, then get back with CRC to help with the solicitation, screening and selection of volunteers.
- b. Survey – Waiting to get their feedback on the draft version of the survey manual from committee members, including consultants.

5. Old Business

- a. GDOT Consultant Prequalification Process – Ken Anderson will poll consultants on issues concerning the prequalification process. GDOT indicated that resumes included in the consultant's prequalification package often do not address specific tasks/responsibilities that individuals performed on specific projects. GDOT is also considering prequalification of individuals.
- b. Cost Estimating - Darrell Richardson indicated that the Department plans to discontinue the use of DETEST later this year, probably during the summer. GDOT has begun using the Trns*port CES (Cost Estimation System) module for cost estimating on a limited basis, and will fully transition to using this product on all projects. The CES module works with other Trns*port modules for bidding and letting. GDOT is investigating options for consultants to use the software, which is extremely expensive, including a web based version and possible imports from spreadsheets.

6. New Business

- a. No new business

7. Next Meeting scheduled for May 19, 2009 @ 10:30 AM in GDOT's Urban Design Conference Room on the 27th Floor. Meetings for the remainder of 2009 have been scheduled for the following dates, all at 10:30 AM in the Urban Design Conference Room:

- **Tuesday, July 21, 2009**
- **Tuesday, September 15, 2009**

Meeting Minutes (continued)
GPTQ Consultant Relations Committee
Tuesday, March 17, 2009

- **Tuesday, November 17, 2009**