



# MEETING MINUTES

Georgia Partnership for Transportation Quality (GPTQ)  
 Consultant Relations Committee (CRC)  
 Tuesday, May 19, 2009, 10:30 am  
 GDOT's 27<sup>th</sup> Floor Conference Room

In Attendance	Name	Organization	Email	Phone
<b>Consultant Relations Committee Members</b>				
	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
	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
	Kathy Bailey	GDOT/Traffic Safety & Design	kbailey@dot.ga.gov	(404) 635-8134
X	Bobby Hilliard	GDOT/Program Delivery	bhilliard@dot.ga.gov	(404) 631-1148
X	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
<b>Others</b>				
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
X	Glenn Robertson	GDOT/Engr Software Team	grobertson@dot.ga.gov	(404) 631-1061
X	Susan Thomas	Edwards-Pitman	sstomas@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 – A draft of the Bridge Detailing Manual has been submitted to Paul Liles for his review and will be published once comments from him have been addressed. A recent update to the GDOT Bridge and Structures Policy Manual has been placed on the R.O.A.D.S website.
- b. Consultant Procurement - Continues to meet on a monthly basis. Recent and ongoing activities include review of RFQ template, especially consultant workload information, and contract provisions for insurance and indemnity. The subcommittee has begun 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. Meeting on May 29<sup>th</sup> to plan a Post-Construction Review on the I-85/SR 316 Interchange Project.
- d. Environmental – No new items reported.

- e. Traffic –The Signal Design Guidelines are in final edits and should be published in early June.
- 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 –Inroads/Microstation V8 development is continuing and the Engineering Software TEAM is devoting as much time as possible towards the Phase 1 release for the Survey/Photogrammetry aspect, hopefully by the end of this summer. GDOT would like to create a task force, including a few consultants with InRoads & MicroStation V8 experience, to assist the implementation team by providing input during the next phase of the implementation process for design. Glenn Robertson is putting together the goals and logistics of the task force and will then go through CRC to help with the solicitation, screening and selection of volunteers.
- b. Survey – Still waiting to get feedback on the draft version of the survey manual from committee members, including consultants.
- c. PDP Revisions – The PDP Review Committee, which included consultant and local government participation, has completed review of a substantial update and is making final edits before submittal to GDOT upper management for review. It is their desire to publish the updated PDP in July.

**5. Old Business**

- a. Cost Estimating – The Department is meeting next week to discuss the roll-out of Trns\*port CES (Cost Estimation System) module for cost estimating and when to discontinue the use of DETEST, they are probably looking at about a six month roll-out. GDOT has begun using Trns\*port CES 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 continues to investigate options for consultants to use the software, which is extremely expensive, including a web based version, possible imports from spreadsheets, or Estimator (standalone software that interfaces with CES, about \$450/seat). However, there has been some indication that consultants may not have any requirements on the software they use to prepare the estimates as long as GDOT pay items are used. It was discussed by the consultants to see if anyone in the Transportation Forum has staff within their organizations that have used CES or Estimator in other states. Also discussed was the need to have the Pay Item Index and Item Mean Summary posted on GDOT's website in spreadsheet or database table format.

**6. New Business**

- a. GDOT management has indicated that there will be no GPTQ Workshop this year due to budget constraints. The committee discussed presenting management with potential alternatives to hold a scaled back, one day workshop.
- b. The committee discussed the Department's practices concerning errors and omissions. The discussion centered on how the Department will implement their Errors and Omissions Policy

and how they would determine if there was negligence on the part of consultants or local governments. There was consensus that this topic needs to be addressed with GDOT management through the CRC or one of its subcommittees, but no specific direction was determined.

7. **Next Meeting scheduled for July 21, 2009 @ 10:30 AM** in GDOT's Urban Design Conference Room on the 27<sup>th</sup> 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, September 15, 2009**
  - **Tuesday, November 17, 2009**