

*Georgia Partnership for Transportation  
Quality (GPTQ)*

*Operational Charter*



## GPTQ Operational Charter

*The Georgia Partnership for Transportation Quality (GPTQ) is composed of highly motivated individuals representing a wide range of public and industry interests in the transportation arena in the Georgia transportation community.*

### **Background**

*The Georgia Quality Initiative (GQI) began on November 4, 1993 as a result of the National Quality Initiative (NQI). NQI was renamed the National Partnership for Highway Quality (NPHQ) in 2000. On November 9, 2004 GQI revised its name to the Georgia Partnership for Transportation Quality (GPTQ). GPTQ is a member organization of the National Partnership for Highway Quality (NPHQ).*

### **Vision**

*Keep Georgia Moving with Quality Transportation*

### **Mission**

*This initiative is committed to satisfying the transportation user by providing a durable, smooth, safe, aesthetically pleasing, environmentally sensitive, efficient and economical transportation system, in balance with other modes of transportation. This initiative shall be a statewide effort with full cooperation of all stakeholders including Federal, state and local agencies, construction industry, consultants, utility industry and academia.*

### **Goals**

- *Improve long-term performance and durability of Georgia's transportation system*
- *Provide a forum to facilitate the exchange of best in field practices*
- *Continuously improve GDOT's products, processes, and projects*
- *Recognize and showcase quality achievement by the Partnership*

## Organization

### Section 1: Steering Committee

The Steering Committee shall consist of Charter members and members. Charter Members are:

- *GDOT, Georgia Department of Transportation*
- *FHWA, Federal Highway Administration, Georgia Division*
- *GHCA, Georgia Highway Contractors Association*
- *ACEC/G, American Council of Engineering Companies, Georgia*
- *ACCG, Association of County Commissioners Georgia*
- *GMA, Georgia Municipal Association*
- *GaTI, Georgia Transportation Institute*
- *ACPA, American Concrete Paving Association, SE*
- *GCSA, Georgia Crushed Stone Association*
- *ITE, Institute of Transportation Engineers, Georgia Chapter*
- *GTA, Georgia Transit Association*
- *GCPA, Georgia Concrete Products Association*
- *G/C PCI, Georgia/C Carolinas Prestressed Concrete Institute*
- *GUCC, Georgia Utilities Coordinating Council*

Members:

Members may include other transportation-related associations and organizations which meet the criteria for membership.

The Steering Committee will have two Co-Chairs and a Secretary. One Co-Chair will be from an industry representation and one Co-Chair will be a GDOT employee appointed by the GDOT Chief Engineer. The Secretary will be a GDOT employee appointed by the GDOT Chief Engineer and will serve continuously at the discretion of the GDOT Chief Engineer. The Co-Chair members shall serve a two year term which begins with the first Steering Committee meeting after the Annual meeting in odd number years (i.e. First meeting in 2005) and ends after the second Annual meeting (i.e. after the 2006 Annual meeting).

Nominations for the industry representative Co-Chair shall be requested from all Charter Members. The nominations should be received by the Secretary prior to the last Steering Committee Meeting prior to the GPTQ Annual Conference (usually in November) of the year in which the Co-Chair assignment will end. The current Co-Chairs and Secretary will select up to three nominees from all names submitted. The nominees shall be presented to the entire Steering Committee. A vote by the committee shall determine the

Co-Chair. The new Co-Chairs and Secretary shall be presented at the end of that year Annual GPTQ Conference.

#### Steering Committee Meetings:

The Steering Committee will meet at least three times a year. Meeting notices will be sent by the Secretary using email addresses provided by the Steering Committee Members.

## Section 2: Membership

### Criteria for Membership

Members may include associations of government and quasi-government organizations such as associations of municipalities, counties, transit authorities, airport authorities, and others. Members may also include associations of industries and professions that are transportation-related such as service providers, contractors, construction product or materials suppliers, equipment suppliers, transportation users.

Members may also include other statewide government agencies which have activities among their responsibilities related to transportation.

### Membership Approval

1. Organizations and association which meet the criteria above and wish to join the GPTQ may make application through any Charter Member.
2. Membership application must include the following:
  - o A copy of the charter or bylaws of the association making application.
  - o Name, address, phone number of a person in responsible position within the association (officer, executive director, etc...)
3. Recommendation from a Charter Member must be made on behalf of the applying association to the Steering Committee for membership.
4. The Steering Committee will review the application at a regularly scheduled meeting of the committee and approve or reject membership.
5. Existing Charter Members or Members may voluntarily terminate their membership in GPTQ by so indicating in writing to the GPTQ Steering Committee. Withdrawal request must include evidence of an approved motion to withdraw from the associations' board and be signed by a responsible officer of the organization.
6. Charter Members who terminate membership may rejoin at the Member level only.

## Members' Requirements and Obligations

The following are the minimum requirements to maintain membership in the GPTQ.

Members must perform all of the following:

1. Support and promote the mission and objectives of the GPTQ.
2. Attend at least two Steering Committee meetings each year.
3. Participate in the standing committees and/or subcommittees or the GPTQ Steering Committee.
4. Make contributions to the programs and activities carried out by the Steering Committee that are of benefit to the Members and/or are of interest to the members. Contributions may include some or all of the following:
  - Funding
  - Contributions in-kind
    - Expertise
    - Time
    - Resources
    - Supplies and materials relative to the program or project being developed
    - Head committees of the GPTQ
5. Promote and participate in partnering between and among all Members of the Transportation Industry.

## Section 3: Committees/Teams Composition

The GPTQ shall have five Standing Committees:

- Consultant Relations Committee
- Contractor Relations Committee
- Workforce Training and Certification Committee
- Annual Meeting Program Development Committee
- Awards and Recognition Committee

The purpose, process for selecting Chair, and basic guidelines and structure of the Committees will be as follows:

### Consultant Relations Committee

Purpose: To facilitate communication, knowledge transfer and goodwill between transportation consultants and the public transportation sector.

Co-chairs of the Committee are selected for two years beginning the first Committee

meeting after the GPTQ Conference and ending two years after at the GPTQ Conference.

-Industry Chair will be selected by the ACEC/G(American Consultant Engineering Companies/Georgia) Transportation Forum leaders

-Public Chair will be selected by the Director of Preconstruction

The committee is made up of 7 total industry members (the co-chair may be from any organization): five from ACEC/G, one member from ITE, and one member from the environmental community. The 8 public members are the Office Head of the following offices or their designee: Urban Design, Road Design, Consultant Design, Bridge Design, Environment/Location, Traffic Safety and Design, and Engineering Services, and an FHWA representative.

### Contractor Relations Committee

Purpose: To facilitate communication, knowledge transfer and goodwill between transportation contractors and the public transportation sector.

Co-chairs of the Committee are selected for two years beginning the first Committee meeting after the GPTQ Conference and ending two years after at the GPTQ Conference.

-Industry Chair will be selected by the GHCA membership

-Public Chair will be selected by the Director of Construction

The committee is made up of 7 total industry members, at least 4 of which will be appointed by the GHCA, 1 of which will also be the Industry Chair. The 8 public members are the Office Head of the following offices or their designee: Construction, Contracts Administration, Materials and Research, Construction Claims, Engineering Services, (2) District Representatives and an FHWA representative.

### Workforce Training and Certification Committee

Purpose: To facilitate training and certification for transportation consultants, transportation contractors, and the public transportation sector.

Co-chairs of the Committee are selected for two years beginning the first Committee meeting after the GPTQ Conference and ending two years after at the GPTQ Conference.

-Industry Chair will be selected by ACEC/G and GHCA membership

-Public Chair will be the GDOT Training and Development Manager

The committee is made up of 6 total industry members, 3 appointed by ACEC/G and 3 appointed by GHCA, 1 of which will be the industry chair. The 8 public members will include the GDOT Training and Development Manager as co-chair, 3 appointed by the Director of Preconstruction, 3 appointed by the Director of Construction, and an FHWA representative. Membership also includes 1 member from the Georgia Transportation Institute.

### Program Development Committee

Purpose: To plan the annual GPTQ Workshop

Chair will be selected by the GDOT Communications Director and will serve continuously at the discretion of the GDOT Communications Director.

Committee members will be solicited from the Steering Committee membership and will include 1 FHWA member, 2 members appointed by the Consultant Relations Committee, 2 members appointed by the Contractors Relations Committee and GDOT representatives as appointed by the Chief Engineer.

#### Awards and Recognition Committee

Purpose: To plan the Annual GPTQ Awards Ceremony and to be the clearing house for award submittals and recognition throughout the year. To prepare and publish the Annual Report of GPTQ Committee Accomplishments and Awards Recognition.

Annual Awards categories include:

Planning and Design

Materials and Construction

Work Zone Safety

Annual NPHQ/GPTQ Award

The Chair will be appointed by the Chief Engineer.

Committee members will be solicited from the Steering Committee membership and will include 1 FHWA member, 2 members appointed by the Consultant Relations Committee, 2 members appointed by the Contractors Relations Committee and GDOT representatives as appointed by the Chief Engineer.

GPTQ may create new committees to meet the goals of the GPTQ. Committees may designate subcommittees and teams as necessary to meet the goals of the Committee.

#### **Section 4: Performance Measures/Outcomes:**

GPTQ will share the results of actions by the Committees and Annual Awards through the following mechanisms:

- Annual Report at GPTQ Workshop- Committee Accomplishments
- Annual Awards presented at GPTQ Workshop
- Annual Printed/Web Report of GPTQ Committee Accomplishments and Awards Recognition