**Innovative Contracting Advisory Committee**

**Meeting Minutes**

**September 25, 2014**

**1:00 – 2:00 PM**

**In Attendance:**

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| Nabil Haddad, CDOT Innovative ContractingDavid Brown, Parsons Wayne Pittman, CDOT R2Reza Akhavan, JacobsSteve Taylor, URSScott Epstein, Pinyon Environmental, Inc.Matthew Cirulli, AECOM- Bridge EnterpriseTim Maloney, KraemerRichard Zamora, Office of Program Management | Tamara Hunter-Maurer, CDOT Region 1Jeff Seiders, RKI/AustinJohn Schwab, HDR Jennifer Billings, CDOT Region 2 Justin DuMond, SkanskaPeter Kozinski, CDOT Region 1Roselle Drahushak-Crow, CDOT  |

**Summary of Discussions**

1. **Introductions**
2. **Subcommittee Updates:**
* **CMGC Subcommittee update :**
	+ CMGC Subcommittee meeting (Tamara Hunter-Maurer) – Jim Moody (absent) is in the process of setting up a meeting with contractors this month; the purpose of the meeting is to identify recommendations for streamlining CDOT’s RFP for CM/GC contracts. Jim will report progress at the next ICAC meeting.
	+ Best Practices Subcommittee (Tamara Hunter-Maurer) – Jennifer Billings provided an update. The committee has not met for a couple of months; there are no new projects.
	+ Nabil stated that a new Chief Engineer’s Bulletin will soon be published that requires approval from the Chief Engineer on all new CMGC projects. Although the approval is not a change, projects will be subjected to a more intense risk analysis; this change is because of current market conditions.
* **Quality Programs Subcommittee update (Wayne Pittman):**
	+ The Quality Management Subcommittee meeting was held near the I-25/US 6 office. There was a presentation on the modifications program that is going on there. There was also discussion on definitions and use of terms. FHWA is adjusting their use terminology and CDOT will need to be consistent with any changes.
	+ There was discussion about ways to incorporate ideas into a design-build manual. Funding is an issue for the manual. They also hope to collect lessons-learned that can be distributed state-wide.
	+ Jeff Seiders stated that the risk assessment discussion at the meeting was good.
	+ Also at the meeting, Shaun Cutting discussed the practice of using the 22% indirect funds only for owner QA, and not for the contractor’s QA. Hopefully this will change to allow the funds to support all QA; it could make a difference in how selection is made. A waiver process will be considered for specialty inspections; a contractor tasked with the inspection could be paid out of this QA fund.
1. **Office of Major Projects(OMP) (Peter Kozinski)**
* Apologized for not attending these meetings regularly but noted that his attendance will be a priority in the future.
* Want to get BPs from ICAC to incorporate in OMP; lots of misunderstanding about innovative delivery mechanisms – want to make sure correct information is distributed so that the right tool is used at the right time.
* We’re here to support regions; contracting process should be consistent, but regions are tasked to deliver projects; with help of this group, they hope to make innovative projects more mainstream.
1. **CMGC Manual (Nabil H.)**
	* Nabil acknowledged that revisions to the CMGC Manual are a priority, but noted that funding for the work has not been determined at this time.
2. **CMGC Environmental Subcommittee Scott Epstein**
* Met this week
* They are working to define the group; there are a lot of diverse interests represented.
* FHWA is on committee, EPB, 4 Region reps, 2 contracting community
* Will need help from technical subcommittees for specific ideas
* Goals were discussed; D-B is the focus because it has greater risk than CMGC.
* An issue identified by the group is that CDOT issues technical requirements that can be interpreted different ways, especially by consultants serving as Project Managers. There is a need to develop a process to better handle discrepancies in interpretation.
* Plan to use different conduits for communication.
* Appreciate feedback, especially as we send out meeting minutes.
* John Schwab recommended reviewing procedures in other states for all types of delivery methods.
* Plan to reach out to the person who fills the new OMPD environmental position
1. **Criteria for Innovative Contracting Award Discussion (Jennifer Billings)**
* There was discussion regarding the categories for awards (recognizing) projects – whether it should be by contract type or size of project based on cost. It might be best to have 2 categories, one for D-B and one for CMGC, regardless of project cost.
* Awards are given for project completed in the previous year. Need to investigate how many projects are typically completed in a year.
* Jim Moody is reaching out to CCA on this issue; he suggested categories based on size using the project cost
* Ideas and suggestions should be sent to Jennifer Billings.
1. **DRB**

Jim Moody was not present. This subcommittee will have some recommendations for CDOT to consider (Tim):

* In the current procedure, disputes go to an on-call DRB. For larger D-B projects, it would be beneficial to have a standing DRB to save time when issues arise. A standing DRB is already familiar with the project and can process issues quicker.
* Jim Moody has suggested using the same approach on CMGC projects. The group was unsure of the driver for this recommendation and not aware of jobs where the DRB has been an issue. The risk profile for CMGC projects is different from D-B projects and the group concluded that the on-call DRB is probably sufficient for CMGC projects.
* This topic will be kept open for the next meeting. Richard Zamora suggested talking to some Project Managers for recently completed jobs to see if there were disputes and how they were handled. John Schwab noted that there were no issues on the US 36 project. There is a preventative nature associated with DRB’s that motivates people to resolve them.
* TREX had a standing DRB but had no issues. Because the on-call DRB does not meet regularly, it saves money.
1. **Miscellaneous/Open Discussion**
* Richard was wondering if the D-B Best Practices group should be revived. Nabil stated that he is waiting to see what happens with the D-B manual; he hopes to have an answer by the next meeting.
* The workshop had 4 projects represented; it was a good forum to discuss BPs and capture them.
* Richard noted that it is important to encourage people to capture lessons-learned in a timely fashion. FasTracks has a lessons-learned database that captures issues in real time; this tool might be useful to CDOT. Reza commented that this database allowed quick adoption of Best Practices; he recommended that Lizzy be invited to make a presentation to the ICAC meeting. Nabil gets end of project reports on lessons-learned, but a database would be better.
* Nabil is working with Allison Wilson and the TETP to develop training for D-B; there are four modules to be developed to train CDOT staff.

Next Meeting November 25, 2014, 1pm – 2:45pm, in the CDOT HQ Auditorium.

Attachment 1 – Meeting Agenda

Attachment 2 – Sign in Sheet

**Attachment 1**

**MEETING AGENDA**

Innovative Contracting Advisory Committee (ICAC)

September 25, 2014, 1 PM – 2:45 PM

CDOT HQ Bridge Conference Room

* Subcommittee Updates:
* CMGC subcommittees update:
	+ - Industry Relations (Ben Acimovic)
		- Best Practices- Internal to CDOT (Tammy Maurer)
* Quality Programs subcommittee update: (Wayne Pittman/David Brown)
* Environmental Sub-Committee (Scott Epstein)

- Office of Major Projects Development discussion-OMPD (Pete Kozinski)

- Criteria for Innovative Contracting Award Discussion (Jennifer Billings)

- DRB Specifications on Design-Build projects (Jim Moody)

- On-call DRB on CM/GC projects (Jim Moody)

- ICAC Meeting on Tuesdays or Wednesdays instead of Thursdays starting in November?

* Miscellaneous/Open Discussions
* Next Meeting: November XX, 2014 , 1 pm – 2:45 pm, CDOT HQ Bridge Room

Attachment 2: Sign-In Roster 9/25/14

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