



Meeting Minutes

Georgia Partnership for Transportation Quality (GPTQ)
Consultant Relations Committee (CRC)
March 15, 2022
Microsoft Teams

I. In Progress Topics

- A. Erosion Control Plans Quality Issues
 - 1. Industry must continue to focus on improvement
 - 2. If comments from EPD indicate that EPD reviewer does not understand the intent of the designer, please let Hiral know, and she will help work with the reviewer
- B. GDOT Concept Scoping Tool
 - 1. This was a presentation topic at the Transportation Summit
 - 2. Consensus of the group is that it is a useful [tool](#)
- C. Georgia PE stamp on GDOT plans
 - 1. Frank Flanders advised that the rule was approved by the [Board](#)
 - 2. It will now go to the Governor's office for signature
 - 3. Expected to be effective within two to six months

II. New Business

- A. GDOT Updates
 - 1. FHWA guidance was expected by Spring regarding [Executive Order 13985](#), but it has not yet been published
 - 2. Hiral asked that everyone wait until the FHWA guidance is published before implementing any changes
 - 3. Hiral also noted that GDOT received unusual FHWA comments on recent in-house projects
 - 4. If others experience the same, please contact Eric Duff so that he may help coordinate with FHWA
- B. National Spatial Reference System (NSRS) update
 - 1. [Senate Bill 581](#) addresses changes to the Georgia State Plane Coordinate System
 - 2. Senate vote expected today; will then go to the House

III. Subcommittee Reports

- A. Bridge & Structures – *Donn Digamon & Greg Grant*
 - 1. Focus topics
 - a) Bridge Manual revisions
 - b) OpenBridge implementation
 - c) Lockdown plans and the need for bridge plan approval prior to lockdown
 - d) An alternative foundation guidance document will be published in May 2022
 - e) GDOT plans to set a limit on driving resistance requirements
 - 2. Next meeting April 6, 2022

B. Construction Engineering & Inspection – *Jeremy Scott & Joe Cowan*

1. Met February 22, 2022
2. Focus topics
 - a) Next generation of CEI software for GDOT projects
 - (1) AASHTOWare will be used beginning in July 2022
 - (2) Existing projects will remain in Site Manager
 - b) Recruiting qualified inspectors in the “right” geographic location is a challenge
 - c) On the GEC CEI projects, inspectors are having to relocate at their own expense
3. Jeremy Scott has been selected as the Construction Bidding Administration Office Head

C. Engineering Services – *Erik Rohde & Dan McDuff*

1. Met February 11, 2022
2. Focus topics
 - a) Project Manager obligations for TIP/STIP compliance to avoid jeopardizing let
 - b) Potential NHI training courses
 - c) Updated Engineering Services training for common mistakes and errors in calculations
 - d) Georgia Tech research project for MOT cost estimating
 - e) Design Policy and Support initiatives including the Design Exception/Design Variance (DE/DV) Guide and the Concept Report Tool
3. Next meeting April 15, 2022

D. Environmental – *Eric Duff & Jonathan Cox*

1. OES Org Chart changes
 - a) Doug Chamblin is now in charge of ecology
 - b) Sandy Lawrence is now in charge of the Interagency Office of Environmental Quality (IOEQ)
 - c) The delivery side of OES is under IOEQ and training is also now under IOEQ
2. A personnel agreement has been added for National Oceanic and Atmospheric Administration (NOAA) Fisheries
3. NEPA
 - a) FHWA is emphasizing a new focus on EJ concerns, and consultants should work through OES to address unusual EJ comments
 - b) EAs have a permit tracker and projects are using those
 - c) The EJ data tab needs to be filled out for monthly updates
 - d) New process under development regarding marketing for historic bridges to be moved; need to understand and vet cost considerations during concept

- (1) The working group is finalizing a brief presentation for the process
 - (2) Look for opportunities for historic bridges on projects
 - e) Another NEPA working group is updating templates for PCEs, CEs, and EAs
 - (1) The release date for these is pending
 - (2) OES is maintaining a document library, so always go there when starting a document to be sure that you have the latest template
- 4. Air & Noise met in August 2021
- 5. Ecology
 - a) Will Griffin has advised that ecology attendance has dropped
 - b) Working to reengage the members of this discipline subcommittee
- 6. David Grachen is leading a virtual Section 4f training session on March 31, 2022 from 10 AM to 12 PM
- E. Alternative Delivery – **Andrew Hoenig & Saurabh Bhattacharya**
 - 1. Met February 22, 2022
 - 2. Focus topics
 - a) CMGC
 - (1) Roles and procedures have been updated
 - (2) Board rules were approved in early February 2022
 - (3) Draft Alternative Contracting Methods Manual will be available in summer 2022 for review and comment by ACEC and GHCA
 - (4) GDOT intends to identify a pilot project this year
 - (5) Projects are expected to be in the \$50-\$100M range
 - b) The Design Build Manual was last updated in 2018 and an update is in-progress to incorporate process and procedures updates:
 - (1) Changes to procurement procedures
 - (2) Tiering design-build projects
 - (3) Project scalability memo
 - (4) Post-let procedures
 - c) Potential efficiencies on the delivery side focused on starting construction more quickly including:
 - (1) Additional partnering opportunities
 - (2) Streamlining the design submittal review process
 - (3) Environmental coordination
- F. Land Surveying & Mapping – **Benny Walden & Jeff Simmons**
 - 1. Report provided by Michael Lewis
 - 2. Met February 17, 2022

3. Focus topics
 - a) International Survey Foot and updated datum state law language update
 - b) OpenRoads training for survey and providing as video
 - c) 3D modeling and coordination with the 3D Modeling Subcommittee
- G. Materials – ***Patrick Allen & Kenneth Fluker***
 1. Met January 20, 2022
 2. Focus topics
 - a) New Pavement Design Manual will be announced in ROADS and Teams
 - b) Shared results of BFI Process Survey
 - c) Presented new Special Provision 524 – Checklists for End Bearing and Skin Friction
 - d) Presented new scour guidance document for BFIs
 - e) New Checklist for BFI/WFI-LRFD
 - f) Revised Checklist soil survey
 - g) Pavement Teams Group is working well
 - h) Geotech Teams Group development is in progress
 3. Next meeting April 21, 2022
- H. Planning and Environmental Linkage – ***Charles Robinson & Steve Cote***
 1. Met January 28, 2022
 2. Focus topics
 - a) Conceptual PDP workflow for projects utilizing Informal Planning and Environmental Linkage (IPEL)
 - b) Planning transition packages including outreach strategies and utilization of scoping phases
 - c) Next steps are to talk about review of proposed PDP flow chart and how PEL and IPEL fits into the PDP
 - d) Furthering the development of draft PEL Practitioners Guide
 3. Next meeting in April 2022
- I. Preconstruction Awards – ***Tim Matthews & Emilee Woods***
 1. Between awards cycles, so no current activity
 2. November 2022 GPTQ Transportation Summit Awards
 - a) Call for entries will occur in late May 2022
 - b) Additional information will be requested in mid-September 2022
 3. Next meeting in April 2022
- J. Procurement – ***Treasury Young & Claudia Bilotto***
 1. Met March 2, 2022
 2. Focus topics

- a) New submission system for SOQs coming soon for better efficiency
- b) **DBE Utilization/Outreach Task Force** is focused on engaging DBE firms
 - (1) DBE narratives are being evaluated for the first time in the most recent RFQ
 - (2) On call RFQs coming out in the Spring will include the narrative requirement
 - (3) Helping with DBE training events
 - (4) Identifying steps to be taken to assist DBE outreach consultant in training DBEs on how to engage in design work and how to partner with prime consultants
- c) **References/Past Performance Task Force** has delivered recommendations to the RFQ Redesign Task Force
- d) **RFQ Re-Design Task Force**
 - (1) Working on changes to the RFQ template regarding availability and reference information for project experience
 - (2) Also looking more broadly at RFQ requirements to better enable GDOT's evaluators to assess SOQs
- e) **Negotiations Task Force** is focused on identifying challenges that lead to delays in the negotiation process and identifying potential improvements
 - (1) Cost proposal template lockdown during negotiation process
 - (a) Goal is to avoid changes during negotiations that result in additional back-and-forth
 - (b) Steps include (1) scoping meeting, (2) resolution of any follow-up questions, and (3) lockdown through upload into RTS
 - (2) Best practices during negotiation process and standard negotiation schedule
 - (3) Billable rates process and schedule
 - (4) Standardized manhours for routine scope items
- 3. GDOT is on track for another record-breaking year in contracts
- 4. Next meeting April 6, 2022
- K. Program Delivery – *Krystal Stovall-Dixon & Erik Hammarlund*
 - 1. Met March 10, 2022
 - 2. Focus topics
 - a) Together Everyone Achieves More (TEAM) meetings
 - (1) TEAMS meetings are replacing the PM roundtable meetings
 - (2) Next meeting is March 29, 2022
 - (3) Meetings cover all GDOT Districts instead of previous regional approach
 - (4) PMs on GDOT projects are invited
 - (5) Please send potential topics of interest to the co-chairs

- b) Developing short training program for local governments
 - (1) Directed towards elected officials with focus on planning, design, and construction of projects using State and Federal funds
 - (2) Will likely be one-to-two-hour course
 - (3) Working groups are developing lessons learned from PDP Lite course
 - (4) Mid-April meeting planned to maintain momentum on this initiative
- 3. Next meeting May 12, 2022
- L. Right-of-Way – ***Troy Hill & Mickie McLunkin***
 - 1. Met March 3, 2022
 - 2. Focus topics
 - a) Minor personnel changes
 - b) Training dates in April (one for consultants and one for GDOT employees)
 - c) Improving the online ROW training course which will be available for consultants and GDOT employees
 - d) Moving towards electronic submittals for all right of way files
 - e) Discussed property management issues and delays with structures demolition; Katrina Anderson is working on improvements to this process
 - f) Still working on cost to cure procedures related to local governments allowing variances on GDOT projects
 - g) Identifying ways to improve the ability to add new right of way consultants
 - h) Limited availability of experienced right of way personnel in the industry
 - i) There is a shortage of appraisers, and appraisals are being delayed
 - j) Demolition easements should be included on right of way plans
 - k) Beginning August 1, 2022, full legal descriptions must be included in data tables for all easement types
- M. Roadway Design Policy – ***Frank Flanders & Matt Thompson***
 - 1. Met March 1, 2022
 - 2. Focus topics
 - a) Design Exception/Design Variance (DE/DV) Guide
 - (1) Developing controlling criteria outline based on FHWA and GDOT lists
 - (2) Tools to use in evaluating DE/DVs and clarifications or additional documentation that should be included to minimize review cycles
 - (3) The goal is to go through one round of review on DE/DVs
 - (4) Draft DE/DV Guide will be ready by the end of 2022
 - 3. Office of Design Policy and Support is working on the Safety Manual
 - 4. Next meeting in April 2022

N. Traffic – **Andrew Heath & Andrew Antweiler**

1. Met January 27, 2022
2. Focus topics
 - a) Traffic Engineering Documentation Guidance is in GDOT final review
 - b) GDOT is developing Traffic Signal Operations Guidelines and plans to share with GDOT Districts, local agencies, and consultants for review and comment in 2022
 - c) Gathering comments on the ICE Tool in order to update with improvements and enhancements; please contact the co-chairs with any comments or input
3. Next meeting in April 2022

O. Training – **Kyle Mote & Keith Strickland**

1. Met in March 2022
2. Focus topics
 - a) PDP classes are on-going and well attended
 - b) NHI trainings for drainage related topics are under consideration
 - (1) GDOT internal survey underway to assess need, benefit, and priority
 - (2) Developing survey for ACEC Georgia to send out for consultant feedback
 - c) OpenRoads training
 - (1) ACEC Georgia is taking the lead on administration and moderation of a forum or users' group; GDOT and Bentley will be participants but will not lead
 - (2) Office of Roadway Design has a user-led users' group that also includes the District offices that shares knowledge within the group and ACEC group may be structured similarly
 - d) OMAT is developing pavement design training
 - e) Road Design is developing 3D modeling classes and A3M Process training
3. Next meeting in May 2022

P. 3D Modeling – **Sam Woods & Jonathan Langley**

1. Met February 3, 2022
2. Focus topics
 - a) A 2021 year-end summary report has been completed and will be provided to the CRC for review prior to posting
 - b) Three working groups
 - (1) **Guidance and Documentation** is updating 3D Q&A guidance for release in 2022
 - (2) **3D Modeling and File Type Testing** is focused on the hand-off to contractors
 - (3) **Training and Outreach** is focused on keeping the industry updated and educated on development and progress through activities like the recent presentation at the ITE/ASHE Winter Workshop

- c) Primary 2022 goal is to publish updated guidance documents
 - d) Monitoring lettings and 3D file submissions for improvement opportunities
 - e) Noting what other organizations are doing and identifying trainings to make sure GDOT stays current
3. Next meeting in April 2022

IV. Task Force Reports

A. Utility Coordination – ***Nick Fields & Kerry Gore***

- 1. Met February 15, 2022
- 2. Focus topics
 - a) Updating utility design training module
 - (1) Will likely be virtual
 - (2) Anticipate availability in July 2022
 - b) Utility Impact Analysis (UIA)
 - (1) Planning to introduce a UIA document during the preliminary utility routing process and will implement on pilot projects that include SUE
 - (2) For non-SUE projects, working with construction SMEs to determine impacts to bid documents if UIA is a living document
 - (3) Goal is to continue building ideas, mitigation, and avoidance
 - c) January 28, 2022 Utility Adjustment Schedule (UAS) working group
 - (1) Discussed revised second submission submittal to highlight any revisions that have occurred since initial second submission
 - (2) Concerns were shared about the time it would take to make a revised second submission; worked with Design Policy and Support and Road Design to work through pilot project to develop a Bluebeam deliverable that highlights changes
 - (3) Working with Construction on updates to UAN language to add qualifying events for extension of UAS time
 - d) Efforts to develop a GIS database of existing utility infrastructure and develop as-built requirements for permits and construction with the goal of developing a 3D utility platform
 - (1) Met with other states and vendors to develop scope
 - (2) Working with Procurement to develop an RFQ
 - (3) Would be beneficial to industry as well as utility owners
- 3. Next meeting in May 2022

B. Scheduling and Programming – ***Bobby Hilliard & Mario Macrina***

- 1. Met February 22, 2022

2. Focus topics
 - a) Developing a best practices document for scheduling procedures, communication, and escalation procedures along with related training recommendations
 - b) Streamlining the PCRF process and developing related training
 - c) Splitting the group into two groups at the next meeting to work independently on the topics above
 - d) Full task force will reconvene to finalize documents for presentation to the CRC
3. Next meeting(s) in April 2022

V. Closing

- A. The 2022 Georgia Transportation Summit will be held on November 10, 2022 at the Classic Center in Athens
- B. The next CRC meeting will be held on May 17, 2022 and will be a hybrid meeting

VI. Action Items

Task	Responsible Party	Due Date
Subcommittee Co-Chairs need to continue to think about topics to be presented at the Transportation Forum.	All Co-Chairs	May 17, 2022