

## **Public Private Partnership (P3) Engineering and Operation Task Team Meeting Minutes**

**Date:** August 23, 2007

**Place:** Executive Conference Room, Burns Building, Tallahassee, FL

**Time:** 8:30 am to 4:00 pm

### **Agenda items:**

#### **1. Introductions**

The following were in attendance:

Ananth Prasad, Art Berger, Clay McGonagill, Steve Berry, Brian Blanchard, David Sadler, Derek Fusco, Lora Hollingsworth, David O'Hagan, Robert Robertson, Rudy Powell, Diane Flowers, Louis Reis, Greg Schiess, Chris Richter, David Williams (Parsons Brinckerhoff), Courtney Drummond, Joe Borello, Pete Nissen, Hesham Ali, Larry Parks, Tim Ruelke, Jim Martin, Imran Ghani, James Knight, Jane Jones, Bob Crim, Carolyn Ismart, and Lap Hoang

The following called in by Video/Tele- Conference.

D-1 – Debbie Hunt and others

D-4 - Gerry O'Reilly

D-5 – Fred Loose

D-7- Scott Collister and others

Turnpike – Bill Thorp, William Sloup

SMO - Tom Malerk and others

#### **2. P3 RFP Boilerplate Status**

##### **▪ RFP coordination for FCOM/I-595**

Briefly discussed the Instructions to Proposers, Concession Agreement and the Concession Agreement Appendices. Discussed the status and schedule for the FCOB and I-595 projects. Ananth stated that a policy paper is being prepared by upper management and a P3 Liaison team is being assembled.

*Action: Derek to get the above documents ready for an internal review. Derek to be involved with weekly teleconference on the FCOB and I-595 projects.*

#### **3. Scoring Methodology – Presentation by David Williams, Parsons Brinckerhoff**

David Williams presented different scoring methods used by Texas DOT and Oregon DOT.

*Action: Derek to put the power point presentation on the web. Derek to get scoring method used on POMT for the next meeting.*

#### **4. Stipends**

Discussed the proposed range for stipends. The consensus from the meeting was that it sounded reasonable.

*Action: Derek to send the latest draft Stipend proposal to Ananth. - Done 8/23/07*

#### **5. Technical Requirement Document**

Discussed the Technical Requirement document.

*Action: Derek to get this document ready for internal review - Coordinate with David O'Hagan*

#### **6. Alternative Technical Concept's**

- **Approval Process**
- **Sharing of design exceptions and variances.**

Discussed that a reduction in scope is not an ATC. It was decided that addendums to the RFP will be issued to all short listed firms once the design exceptions and variances are approved by FDOT. Innovative concepts are not to be shared among the short listed firms.

*Action: Derek and Brian to finalize ATC language - Done 8/27/07*

#### **7. Operation, Maintenance, and Handback Requirements**

- **Performance Standards**
- **Permitting**
- **Emergency Management**
- **ITS and Incident Clearance**

Discussed the Operation, Maintenance and Handback requirements and how they need to be tailored to the Department's MRP system. It was also discussed whether or not to use a non-compliance point system and measures for liquidated damages.

*Action: Incorporate work program instructions into RFP. Derek to revisit Maintenance requirements with Mike Sprayberry and incorporate MRP requirements. Review Handback requirements with Maintenance. Move these requirements into the Technical Requirements document. Derek to incorporate ITS and Incident Management requirements into the RFP. Coordinate ITS with Lap H. Review Section 12 of the Concession Agreement with regard to Emergency Relief.*

## **8. Where is the teeth in the Concession Agreement? Critical and Non-critical requirements? Policy Decisions**

Showed an Appendix from a TXDOT document on how a non-compliance point system worked.

*Action: Derek to look at inserting an Appendix on Critical and Non-critical requirements into the RFP.*

## **9. CEI Scope – Independent Engineer and Oversight CEI**

Discussed how the Department will conduct CEI oversight on P3's and it was decided that the Department will have an Oversight CEI conducting Independent Verification tests at frequencies necessary to gain a high level of confidence. The lender will be responsible for contracting with an Independent Engineer to perform verification testing and other I.E. duties.

*Action: Derek to strip Oversight CEI scope some more and spell out Lender's IE oversight role. – Coordinate with David and Brian*

## **10. Pre-qualification Requirements**

For projects utilizing Pre-qualified Contractors and Consultants, the Proposer must be pre-qualified by the Statement of Qualification due date or date of shortlisting as deemed appropriate on the specific project. For projects with Special Qualifications, the Proposer must meet at least minimum department standards defined in the request, as approved by the Department, prior to the proposal due date.

*Action: None*

## **11. EEO/DBE Requirements**

These requirements are to remain the same as for conventional projects. It was questioned if DBE requirements carry over to Operation and Maintenance requirements for Federal P3 projects?

*Action: Will need clarification from FHWA.*

## **12. Tolling – Sunpass Compatibility, Interface with existing Networks**

Tolling on P3 projects must be compatible and interoperable with Turnpike's operation.

*Action: Coordination with Turnpike Office will be needed.*

### **13. Conflict of Interest**

Conflict of interest requirements for legal, finance and engineering firms working on P3 projects is still being discussed among upper management.

*Action: Guidance is to be finalized by upper management*

### **14. Open Floor**

Right-of-way acquisition plug in needed. DRB section needs to be revisited

*Action: Derek to work on DRB section in the RFP and possibly move this section out of the Concession Agreement. Right-of-way acquisition section is needed for RFP.*

### **15. Outstanding Issues**

*Derek to put Project Management Plan requirements into the RFP. May need to work on P3 materials acceptance and certification???*

### **16. Date, time, and place for next meeting**

To be determined