

DCTA Meeting - 2/11/03

Lori Spruce, Jack Woods, Brenda Haygood, John Peters, Henry Pico, Kelly Maxwell, Max Pearlstein, Terry Jones, Debbie Glatz, Yvonne Collins, Douglas Townes, Melinda Rainwater, John Goodknight, Vivi Kavadas, Sandy Greenwood

TRESS Update: Data identified that should be in TRESS, Neil worked on identifying the problems. DCTAs state there are no problems with CTQP related TRESS information.

CMEC: Douglas will have a meeting with CMEC on Thursday this week and will present the DCTA issues. These include late notification of locations and billing for no shows. John Goodknight is prepared to discuss the billing problem with CMEC at the meeting. Kelly, Henry and Max have had no problems.

Tampa Career Days – 2/25-27/03: Terry Jones, Kelly, Yvonne and Lori will be there.

Construction Conference: DCTAs will assist with audio-visual equipment and monitoring sessions. DCTAs and others in your district can use CTQP travel dollars for the conference with DCE approval on the travel form or your travel will not be approved. Each district will supply one LCD and one laptop. District 1 can provide one laptop, but no projector. D-3 both, D-4 projector, D-5 both, D-6 both, D-7 both, TP will let Yvonne know. Identify district number on the equipment and the power cords. DCTA meeting that Thursday (4/10/03), 800 a.m. – 3:00 p.m.

Self-Studies: All three asphalt courses are being converted to computer-based training. Another Final Estimates course will be available. Asphalt Plant, Paving and Testing Self-Study manuals are now titled Hot Mix Asphalt Paving Inspection, Hot Mix Asphalt Plant Inspection & Hot Mix Asphalt Testing.

The **Final Estimates - Level 1** computer-based self-study course will be developed by Tampa Bay Engineering. Rob Elliott will be the project manager, using the same software as the asphalt computer-based training. Both the FE Level 1 and Level 2 are scheduled for completion by June 30, 2003. At that time all FE self-study material will be pulled from the Maps and Publications inventory.

All **CTQP Level 2 courses** will contain mostly specification material.

PE School: Douglas suggests we change the name to Construction Project Administrator Academy, CPAA, based on the expectation of contractor enrollment in the future. DCTAs voted for the change. CTQP will notify DCTAs prior to posting on the web. The CPAA will begin either on July 13 or July 20. This decision will be made this week. Maximum student count is 42, minimum is 40, seats allotted to each district will be the same as in the past. Cost will be \$1600. The FE qualification will be added to both academies. Hurricane season should be considered when scheduling the second school in south Florida. Second school is tentative. All attendees must stay at the hotel; no exceptions will be made this time. Everyone that disagrees should call Ananth. First CPAA will be held in July. Please have names and applications available at the construction conference meeting on April 10. Please call Sandy if this is a problem.

MOT Class Changes: There are no significant changes to this course. Procedure stays with design, providers are the same; concern was expressed about the Safety Office teaching the sessions. FDOT folks teaching FDOT trainees may not continue to be an option. Committee members are listed on the MOT website. D-3

CQC Training in Districts: district 2 has published dates. Max is giving a presentation at the quarterly meeting. Melinda Rainwater has developed training in D-2. Terry requested a copy of this to use in his district. Is D-2 training available? Melinda discussed contents and will email the presentation to Max. It is also available on the Infonet.

Budget: D-1 reconciles monthly with Sylvia, D-3 owes money, D-4 should be reconciled, D-5 ok, D-6 ok, but Max has a reimbursement question, D-7 reconciles monthly. Will your DCTE

share left over travel money with other districts? D-1 and D-5 will share; other districts will not have any left. Have you reconciled CTQP money? D-1 still has outstanding issues that have not been resolved; D-6 is ok with the exception of January statement. Terry will be at CTQP on 2/13 between 1:00 and 3:00. New CTQP budget has not been developed yet for 2003-2004; will be out by March 31.

QC Plans: D-7 has submitted QC Plans and had them approved as long as QC Manager (or any other) qualification is in progress. D-1 is denying them. Statewide, pending qualifications are not acceptable. Douglas recommends Project Engineer check qualifications when plan is submitted and accept or reject then.

Nearly all cases of **PIN vs. full ID confusion** when requesting qualification information from CTQP database are due to user error. Susan Blazo, sc 662.3420, is the contact person for questions about specifications as they relate to qualification.

CTQP Database: FDOT must furnish a list of qualified personnel to anyone requesting it based on Sunshine law. This information is now available only by request; it is not generally available. Terry suggested this information be made available (by company) to the public. Douglas will investigate solutions to this problem and will send an email to FTBA requesting they be the contact for this information.

QC Manager qualification: Grouting Level 2, Final Estimates, Pile Driving and Drilled Shaft cannot be used to satisfy the Level 2 requirements for this qualification. Refer to paragraph 7.4.2 for a listing of acceptable qualifications. Clarification is needed to specifically limit the acceptable Level 2 qualifications to those listed. Douglas will change the manual to state those qualifications listed are the only ones satisfying the Level 2 requirement.

ECI - Level 1 and ECI - Level 2 requalifications: Written and proficiency exams are required for ECI 1 requalification. Current course is available for those needing requalification. There is no plan for an ECI 1 refresher course. John Shoucair and Douglas have agreed the ECI Level 1 proficiency will no longer be a requirement for ECI Level 2 requalification. TRT will review on 2/26. There is no plan to drop the ECI Level 1 proficiency requirement for ECI Level 1 requalification. D-6 does not agree that ECI - Level 1 qualification should be a requirement at all for ECI - Level 2 qualification.

Final Estimates course update: TBE was awarded the contract for course development.

Pile Driving course update: The pilot session will be April 1-4 in Gainesville. An additional day is being held as an option. Enrollment will be limited. This course remains three days and is being divided into two modules. Future courses will contain Module A for two days. Module B will be one day on a computer. Both modules include an exam and both modules will be required for qualification. Module B will be presented on an additional day following the first presentation of Module B. Each trainee will attend a total of three days only. Those traveling should plan well ahead to be sure three consecutive days are available. D-6 objects to including an exam in a computer course. Pilot will be presented as planned. Those already qualified as Pile Driving Inspectors will need Module B by July 2004. CTQP also plans to present some Module B sessions not in conjunction with the regular course. The department has the right to require refresher courses and rescind qualifications if the exam for the new Module B has not been passed. Module B is new material and will not be presented as a refresher course. Final costs for Module A and Module B together will be higher than the existing cost of PDI due to additional equipment and support required. CTQP will finalize the prices and let the DCTAs know as soon as possible.

Allotment stop date for QC Manager: These allotments will stop on June 30, 2003. DCTAs are no longer experiencing problems with getting their people registered in these sessions. Demand appears to be diminishing and classes are not filling as rapidly.

Status of certificates being issued by CTQP: Terry and Max are testing the self-printing certificates. These can be easily changed, which may be a problem. Two other pieces need to

be finished prior to wide implementation. The color watermark, border and logo are not currently part of the template and need to be moved. Secondly, a list of people who have completed requirements for a qualification and have not printed a certificate will be made available. Once the certificate has been printed, the person's name will be removed from this list. For a while, CTQP will print certificates for those that have not been accessed. At some point, CTQP will not print any certificates. D-1 believes these certificates should be printed only by CTQP and not present the temptation of fraud to the public. Melinda stated the PE and IA inspector will verify qualifications on the web. Material testing will not be able to be submitted by those not qualified.

Revocation and suspension of qualifications: Qualifications are removed and strikes are not recorded in CTQP database or presented on the web.

Verification Testing: Melinda presented D-2 decided all verification testing is handled by materials by the same people pulling the samples. It has been very successful. Project Inspector must keep in touch with QC and verification technicians. Resolution testing goes to a different lab or at the district materials office. For CEI jobs, 2% of those dollars were given to district materials for the testing. Every contract is assigned a lab, so FDOT no longer requires inspectors on the job 24 hours a day. FDOT routine checks are still required. A General Inspection qualification being requested by D-2 so these inspectors don't have to have specific qualifications for these inspections. Melinda's suncom is 881.3702

Customer Satisfaction Survey results: All surveys have been received and analysis is based on those received by January 31. Overall, there was a general increase, greater than last year's increase. CTQP is most improved in the areas of A slight drop off is noted related to facilities due to AC problems, one overbooked class and septic tank problem here in Gainesville. Scheduling and availability of classes, getting exam results back to trainees are lowest rated increases. Self-printing of certificates and better presentation of qualification criteria on the web hopefully will increase ratings in this area. Posting survey results on the CTQP web site was discussed and a decision will be made in the next several weeks. CTQP application revision is being tested through February. All received changes have been incorporated. It will be tested again following those revisions from the first test period.

Next teleconference: May 21, 2003

Next DCTA meeting: October/November (no December meeting)