

District 4/ACEC FL Liaison Committee Meeting Notes
Friday, April 17, 2020, 3:00 PM

- 1) Action Items from the January 2020 Meeting
 - i) None

- 2) Statewide Liaison Committee Activities – Quarterly updates

Meeting was cancelled

- 3) New FDOT Issues:

- a) CEI Project Grouping Utilization

D4 is currently evaluating all jobs for grouping for next year advertisement. Based on the industry input, District will group several projects so a Sr. PE can be fully utilized on those contracts.

- b) Under-utilized work groups and percentage of reserved projects under the BDI are not changing for FY21

There will be no change in 2020 for the underutilized category.

- c) Teleconference number used for procurement related public meetings

The conference call numbers will be provided 24 hrs. before the selection meetings, firms are required to email d4.porfserv@dot.state.fl.us, as indicated in the boiler plate of the advertisement.

- d) Secretary's April 6th Town Hall with ACEC

A summary of the Secretary's townhall meeting was provided to the District.

- e) Production Expectations

Steve Braun provided a brief overview of Districts expectations during the COVID19 lockdown. District expects all functions to move forward as usual. There will be no changes in procurement schedules, production/letting dates, or quality of deliverables. For public meetings, central office guidelines for virtual meetings will be followed.

- f) Project Advancements

Steve mentioned that District have identified few projects for potential advancement and sent their list to Central office. During this conversation, Paul did mention that due to the low traffic on interstate, they are allowing the daytime lane closures to expedite the construction along interstate.

- g) Contract Advancements

Gerry mentioned that with the current situation, we do not know the impacts on the budget for next fiscal year. Also, the work program will depend on the cash flow situation as well. in summary, situation is very fluid for now.

- h) Marketing Meetings/Consultant Selection Process

District will continue to conduct the marketing meetings virtually. Everything will be moving forward on schedule. John Olson indicated that they will evaluate upcoming projects (next 2-4 months) for appropriate selection methods (tech proposal / Q&A/ presentations). There was some hesitation from the ACEC about virtual presentations and

Q&A's. It was discussed that by the next meeting, several Q&A's and presentation (other districts) would be completed and an overview will be provided by next meeting.

4) **New Local ACEC FL Issues:**

a) Follow up - Procurement methods; Q&A/virtual presentations/ written technical proposals

This issue was discussed during the previous topic. Gerry asked ACEC as to when do they think consultant should know whether the selection will be based on Q&A, presentation, or written tech proposal. ACEC agreed that "at the advertisement" everyone should know.

b) Impacts to the Consultant Acquisition Plan due to the COVID-19 situation

Currently, District do not anticipate any changes.

c) Monthly progress report (billable v/s non billable)

It was discussed that invoices, preparation of progress report for invoicing purposed and accounting time is not billable to the project. All technical reporting is part of the project management/administration and that is chargeable/billable only when the scope of the project requires one as a deliverable.

d) D4 accelerating any projects to help with the economic recovery

Nothing planned so far.

e) CEI – Just an FYI at the April 23rd statewide FDOT Construction ACEC meeting the following topics will be discussed.

a. Implementing 3D Design in Construction (Jan 2021)- how are they going to handle it, pilot projects

Paul mentioned that FHWA provided Digital Inspection Training for eight individuals from each district (four FDOT and four CCEIs in March of 2019).

b. Promotions of CEI personnel during the life of a contract.

5) Paul indicated that the District has allowed s promotion of staff during the life of a project. If the position becomes available on a job and there is a qualified replacement internal to the project then promotion of the staff member to that position will be given full consideration. General Discussion

When working in the field, social distancing on projects should be observed. Paul mentioned that CEIs and contractors should follow their safety plans and followed the CDC best practices with regard to social distancing, masks etc.