

Agenda for District 4 FICE Liaison Committee Meeting
Friday, June 10, 2016, 3:00 PM

Action Items from March 2016 Meeting

- a. *Posting the March 2016 Meeting Notes. The meeting minutes were posted on the D4 Marketing Website.* http://www.dot.state.fl.us/procurement/marketingD4/MarketingInformation/FDOT_FICE_Liaison_Committee_Meeting_Minutes.shtm.

Action Items from June 2016 Meeting

- a. *John Olson to report back on exemptions granted for presentations vs. interviews for design projects less than \$2,000,000 in fee.*

Statewide Liaison Committee Activities

- a. *Selection of Design Projects from a 5-page LOR – FICE not in favor. It is not being used in D4. This is being used in D2.*
- b. *Use of High End Video Monitors – FICE in favor of no restrictions. D4 is not favor of this practice.*
- c. *Presentations – Single selection for multiple contracts – FICE in favor. D4 is currently using this, as long as the scope is similar in nature.*
- d. *Marketing Meetings – All handouts presented by Consultants at the marketing meetings shall be available to the public in accordance with Sunshine Law. This requirement needs to be clarified at the next FICE Transportation Committee. The Consultant Marketing procedure will be revised to address this topic.*
- e. *Creation of liaison committees with various expressway authorities (CFX, MDX, THEA, JTA). Jennifer Olson is coordinating these meetings.*

New FDOT Issues:

- a. *Debriefing on the upcoming Docu-Sign project. This has been used by the Construction Department in the past with a different process. This will apply to all contracts starting after July 1, 2016.*

New FICE Issues:

- a. *There have been more exemptions granted for presentations vs interviews for design projects less than \$2,000,000 in fee. D4 (John Olson) is to check into this and report back at the next meeting.*

Update to this issue: The District did not grant exemptions. Projects are advertised in accordance to the Acquisition of Professional Services procedure, Section 3.6. Page 19 indicates that the \$2M threshold is applicable to minor design projects (all resurfacing, rehabilitation and reconstruction (RRR) projects), which are selected from oral presentations. The procedure also indicates that the District may use the capacity improvement project selection process at its discretion. Page 21 indicates that capacity improvement projects (roadway widening, new alignment, etc.) are final selected from Oral Interviews.

- b. *Debriefing on FICE Transportation Conference – good, bad and ugly. The evaluations for the FICE Transportation Conference were provided and the top three items that received the most positive feedback were:*
 - *State Secretary 's presentation*
 - *3D Presentation*
 - *Networking opportunities.*
- c. *3D Design Plans (Design perspective, CEI perspective).The following observations were made:*
 - *There seem to be conflicting view points on this topic.*
 - *Construction needs the files to be simplified for them to be useful.*
 - *Contractors can rent equipment, if they don't currently own, to use the 3D files.*
 - *Some paving machines are using these files for their paving operations.*
 - *Many CEI firms need to get geared up for 3D.*
 - *Field inspectors may have issues processing the data on tablets or laptops due to the size of the files.*
 - *The QC process for 3D design needs to be addressed. Staff hour estimate guidelines need to be addressed.*
 - *Central Office is targeting July 2017 for all design contracts advertisements to be in 3D.*
- d. *Rising cost of CEI services. D4 is doing their part to reduce costs. The following ideas have been implemented by D4:*
 - *Duration times have been evaluated. Contract duration times have been reduced.*
 - *There appear to be more Construction Support Specialist (CSS) time allowed in D4 contracts than that utilized by other districts. D4 is looking into reducing the CSS percent usage on both hybrid and standalone CEI contracts.*
 - *It was pointed out that there is a potential when reducing the CSS usage may drop the QAR, however other CEI contracts in other districts adopt this approach with success and it's our expectation that there will be success here in D4 in applying a similar concept.*

- *Grouping projects will be implemented, this will allow the district to take advantage of savings on office space and staffing.*
 - *Overall DOT is looking at CEI costs statewide and is striving to reduce CEI costs overall.*
- e. Inspector certification/training/experience, out of state experience. The reason for preferring inspectors with FDOT experience is because of their knowledge of the FDOT specs and procedures and limits on the job training. Furthermore, Florida CTQPs are required.*

General Discussion

- a. FDOT Design Manual – Complete Street will be updated and incorporated into the Design Manual. Currently FICE will be reviewing and providing input into the manual development. It was suggested that Consultants be included in the development of the manual, not just reviewing the manual.*
- b. It is the preference of D4 to have the CEI contract for the WAVE project as soon as possible, instead of waiting for the Design-Build contract shortlist.*