

# DISTRICT 6 ACEC-FL LIAISON COMMITTEE MEETING MINUTES

Location: Procurement Conf. Room, 1000 NW 111<sup>th</sup> Avenue, Miami, FL 33172  
Dates & Time: Wednesday, February 1, 2023 at 10:20 AM to 12:15 PM  
Facilitator: FDOT District 6 Transportation Support Division

## Meeting Attendance

Representative Name	Agency/Company	Title
Stacy L. Miller	Florida Department of Transportation	District Secretary
Daniel Iglesias	Florida Department of Transportation	Director of Transportation Development
Rudy Garcia	Florida Department of Transportation	Director of Transportation Operations
Cindy Capdevila	Florida Department of Transportation	Transportation Support Manager
Mario Cabrera	Florida Department of Transportation	District Construction Engineer
Karina Fuentes	Florida Department of Transportation	District Design Engineer
Judy Solaun-Gonzalez	Florida Department of Transportation	District Consultant Project Management Engineer
Heidi Solaun	Florida Department of Transportation	Assistant District Construction Engineer
Dat Huynh	Florida Department of Transportation	District Planning and Environmental Administrator
Daniel Kong	Florida Department of Transportation	District Procurement Manager
Naldo Gonzalez	Gannett Fleming, Inc.	Representing Mid-to-Large-Sized Engineering Firms
Rick Crooks	EAC Consulting, Inc.	Team Chair, Representing Mid-Sized Engineering Firms
Shelley Ortiz	Highway Studio	Representing SBE Engineering Firms
Enrique Tamayo	RK&K	Representing CE&I Firms
Silvia Beltre	Pevida Highway Designers, LLC	Representing SBE Engineering Firms

## Meeting Minutes

1. Opening remarks
2. Approval of Meeting Minutes from October 19, 2022. No outstanding issues.
3. Review of Consultant Evaluation Criteria – Standard criteria was revised for oral presentation and interview selections. The FDOT Project Manager can still make changes depending on the project, but a default boilerplate has been developed.
4. Feedback from ACEC-FL Committee regarding memos during longlist/shortlist selection stage – positive feedback overall.
  - a. The Selection Committee has the challenge of having enough information to make objective recommendations. The memo notes provide the committee information that allows them to make better decisions.
  - b. It was agreed that the district must be mindful of the information made public to not give away sensitive information during selection process. The District makes an effort to not be specific on their comments, however, it is agreed that there is a fine line.
  - c. District 6 uploads shortlist packages without the TRC meeting notes during the active selection process. Notes can be provided to consultants that request commentary of their own submittals.
5. Update on Joint Career Fair for University Students:
  - a. To be held on February 23, 2023 at District 6 Headquarters, and final agenda will be completed soon.
6. Update on Work Program:
  - a. Moving Florida Forward announced by Gov. DeSantis – \$14.2B legislative package, not work program funding.
    - i) This is a highway centric program focused on Districts 1, 5, and 7 – District 6 is not highway centric. In South Florida, funding will be used to fill gaps for GGI at D6 and SW 10<sup>th</sup> Street at D4.
    - ii) Funding will be used to advance projects in the first couple of years and help advance transit related work, and other highway projects that the District will be better prepared for.
  - b. Largest FDOT Work Program at \$4.27B.
    - i) Includes Long Key Bridge and 7-Mile Bridge
    - ii) The Program will continue to grow – PD&E and design will push into construction/CEI
    - iii) On-going coordination with Miami-Dade County and TPO about Smart Program
    - iv) GGI Industry Forum has been announced – focused on capturing interest and matchmake contractors and smaller businesses. GGI will be let in August 2023 with a 90-day advertisement.
  - c. “Pop-up” projects are less likely due to funding being consumed due to volatility of material costs, which it could have never been planned for.
    - i) District is having discussions about 3<sup>rd</sup> and 4<sup>th</sup> Quarter Lettings to attain more consistency on estimates, as may have overshoot some.

- ii) For the I-95 Design (\$18M), the district tried to announce as soon as it felt confident, however, understands industry's needs. The district attempts to be as descriptive as possible, as funding becomes available, however, in this case opportunities were offered late in the process. Nonetheless, the district will take advantage when funding is offered. Magnitude of this instance was rare.
  - iii) Ludlam Trail (3x bridges) with County doing path will be included in the CAP soon.
  - iv) 2024 CAP will be posted soon and will be updated in the District 6 Program Management website.
- 7. Attendance to Project Management Training Update: Plan has not changed from what was discussed in previous meeting.
- 8. Consultant Conference on May 31 to June 1, 2023: FDOT has not decided on attendance as of yet and district has not received "Mission Critical" request or allotment.
- 9. Feedback from Industry:
  - a. Independent estimates to compare to Consultant's staff hours during Negotiations:
    - i) FDOT generates its own estimate, and it is a requirement.
    - ii) When a design fee is greater than \$1M a third-party assists the negotiations committee (currently done via GEC).
    - iii) District prepares estimate for scopes of services but not for a supplemental.
    - iv) FDOT does not share estimate and by rule of thumb supplementals > \$50,000 go through negotiations committee.
  - b. Allowing post-design services to start during bid and award phases, instead of after award to allow consultant to address questions during bid and award:
    - i) Post-design services cannot be started until after the letting, however, "optional services" are utilized to mitigate for something small – typically, minor services.
  - c. ORD
    - i) ORD has been released and District 6 has its first fully ORD project.
    - ii) More guidance will be requested from Central Office.
    - iii) Consultants have concerns about grades due to financial and scheduling burdens placed on industry.
    - iv) In theory, design process should be more efficient – assuming that software performs as intended.
  - d. Under-Utilized Work Groups selection process:
    - i) The groups are assigned by Central Office and based on various factors, including number of small firms actually working in a work mix.
    - ii) For FY2024, no under-utilized groups have been assigned in District 4 and 6.
    - iii) UU groups provide opportunities for smaller firms to gain work experience on larger projects and high work classifications.
    - iv) BDI limits are being increased and this may provide more opportunities.
    - v) This discussion will be brought to ACEC Statewide committee.
- 10. ACEC Statewide Liaison and Transportation Committee Items:

- a. Inspector Aide Training Program: ACEC provided overview of pilot program and will provide more information on Statewide implementation.

11. District Items:

- a. Less overall responsiveness in recent standard Professional Services advertisements. Advertisements have been extended to request more submittals.
  - i) This may result based on big investments for pursuits and FDOT TRC members assigned to procurement.
  - ii) TRC availability is tracked to make sure groups rotate and SMEs are assigned, however, staff is limited due to turnover; district has to make sure that staff is trained on process, and assignments to projects are appropriate.
- b. Exempt documents requests for active advertisements must be requested through Professional Services and information is included in the public advertisement.
- c. When additional “Project Documents” are available for a planned advertisement, these will be posted in the D6 Procurement Marketing Website: <https://www.fdot.gov/procurement/marketingd6>. This will be also noted in the corresponding advertisement.

12. Closing Remarks:

- a. Emphasizing cone of silence during procurement. The district is requesting for the industry to respect its requirements. There has been an instance were a process had to be stopped because the district became aware of a violation of the cone of silence. It has been recommended to reinforce the cone of silence during Monday selection meetings and in upcoming consultant training/forums.
- b. Be cognizant of rules associated with level of person and restrictions, particularly when leaving FDOT to the private sector. If there are any concerns, must reach out to the Commission on Ethics.
- c. There will be a “mini” FDOT Consultant Forum in April 2023. More information to come.

13. Adjournment

**To-Do List**

<b>Action Items</b>	<b>Owner(s)</b>	<b>Deadline</b>	<b>Status</b>
Schedule next Liaison Meeting	Rick Crooks/Daniel Kong	Schedule for June/July 2023	Pending
Provide Talking Points for next Liaison Meeting	Rick Crooks	1 week prior to next meeting	Pending
Share with ACEC Team the revised standard Consultant Evaluation Criteria	Judy Solaun-Gonzalez	ASAP	Complete
Share CAP distribution examples from other districts	Naldo Gonzalez	ASAP	Complete