

DISTRICT 6 ACEC-FL LIAISON COMMITTEE MEETING MINUTES

Location: Traffic Operations Conf. Room, 1000 NW 111th Avenue, Miami, FL 33172
Dates & Time: Thursday, September 7, 2023, at 1:05 PM to 2:10 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
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
Andres Berisiartu	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
Montserrat Sierra	Florida Department of Transportation	Professional Services Supervisor
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

Meeting Minutes

1. Opening remarks
2. Approval of Meeting Minutes from May 19, 2023.
3. Action Items from Previous Meeting: No actions pending from previous meeting.
4. STEM MDCPS Advisory Board Responsibilities:
 - a. MDCPS reached out to FDOT for assistance in the STEM program. Committee has previous experience engagement with Miami Jackson High School and believe that this will be a beneficial program.
 - b. This item will be discussed further at the next quarterly meeting.
5. Proposal for new committee membership and chair:
 - a. Committee members: 3-year term / Chair: 1 year term
 - b. Rick Crooks and Naldo Gonzalez have completed their 3-year term as committee members, and Rick has completed his one-year term as chair.
 - c. The committee will propose new members for approval in the next ACEC quarterly meeting for medium and large firm representatives and new chair.
6. Invoicing – monthly vs. submittal:
 - a. PSU contracts allow for either monthly or activity milestone, per the MOC. The use of either method will depend on the program area and will have to be determined on a project-by-project basis.
 - b. More complex and/or longer projects create a cash flow issue for the consultants when invoices have to be submitted per task completion rather than on a monthly basis. FDOT PMs have been informed that Consultants are able to bill monthly and are not restricted to bill at milestones only, understanding that there must be consistency with the work performed to date.
7. Update on Work Program: Funding, Construction Costs, or any other developments:
 - a. The district is currently working on balancing the Work Program.
 - b. FDOT has a shortfall on the resurfacing program. The resurfacing program has a statutory requirement; however, FDOT is overspending on resurfacing due to inclusion of additional improvements and the program is being redone to reduce scope. This is a Statewide effort, and these will affect lettings as early as FY2025. Descoping is also associated to the increase in materials and labor shortages.
 - c. The district has not received the allocation for resurfacing projects yet, but once it is received, the whole work program is going to be looked at.
8. Discussion on Mutual Gains:
 - a. October 3rd – Central Office will be providing in-person training for Negotiations at the District: NEXUS negotiations tool. There are limited spots for 40 people and currently only available for FDOT staff.
 - b. Mutual Gains training has not been provided in a long time. It would be beneficial for both FDOT and Consultants to get a refresher due to the benefits

of the training's philosophical nature. This training should be a half-a-day workshop and in-person.

9. Committee Items:

- a. CDAF is being discussed at the Statewide level due to CPI over the past few years and projections.
- b. Regional Meetings: FTE coming to D4 & D6 in December 2023
- c. Discussion on conflict determination process:
 - i) It is case-by-case specific, although FDOT has general guidelines, and a lot of activities occur at FDOT internally to make an appropriate determination.
 - ii) Related resources can be found in the following link:
<https://www.fdot.gov/construction/ConflictOfInterest/COI-Main.shtm>

10. Closing Remarks

11. Adjournment

To-Do List

Action Items	Owner(s)	Deadline	Status
Schedule next Liaison Meeting	Rick Crooks/Daniel Kong	Schedule for December 2023	Pending
Provide Talking Points for next Liaison Meeting	Rick Crooks	1 week prior to next meeting	Pending
Provide proposed new committee members and chair for Leadership approval	Rick Crooks	Prior to next ACEC-FL meeting	Pending
Reach out to Rick Crooks regarding STEM MDCPS Program	Cindy Capdevila	Prior to next ACEC-FL meeting	Pending