



DISTRICT DIX  
QUARTERLY FICE LIAISON COMMITTEE MEETING

DATE: October 30, 2017

TIME: 1:00 PM

LOCATION: EXECUTIVE CONFERENCE ROOM

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**Attendees:**

- Jim Wolfe – District Six Secretary
- Dat Huynh – District Planning & Environmental Administrator
- Rudy Garcia – Director of Transportation Operations
- Catrina Wilson – District Six Procurement Manager
- Mark Moshier – Keith & Schnars
- Bob Carballo – Stantec
- Robert Behar – R.J Behar
- John Bolton - BPA

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**Old Business**

1. Staff Reclassification by PSU for the purpose of matching a job classification:
  - a. No issues here at the District we have been doing this practice.
  - b. Tallahassee has set up a task team to investigate the Reclassifications.
2. Some regions are using SPE's at 10% and 20% capacity on large scale projects:
  - a. No issues with SPE here at that district. However, still having talks on what the SPE's percentage should be.
3. Travel Policy:
  - a. Travel Policy has been established for professional services contracts.

**New Business**

4. New DBE goal percentage:
  - a. New DBE goal is now 10.65% and 3% non-DBE has not change.
  - b. Group 2 does not have a lot of DBE's.
5. Forms Update:
  - a. Professional Services DBE or Small Business Commitment form
  - b. Use the current form on website.
  - c. LOR's, Expanded Letter, and Letter of Qualification has also been updated.
6. Establishment of FICE Liaison Committee Chair Coordination Meetings Overview:
  - a. Name has changed from FICE to ACEC.
  - b. ACEC has established a statewide Liaison Chair committee prior to the Transportation Statewide meeting.
7. Dissemination of Information – Coordination with Transportation Committee members and possible joint meetings:



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- a. Only D4 and D6 currently provide the dissemination of information of the meeting notes through the PSU website.
8. Member Rotation – Term Limits published:
- a. Discussions were made in regards to rotation of liaison chair from other districts (subcommittee from other agencies).
  - b. There was no interest/benefit in doing this.
  - c. District 6 does not have an official term limit. The Chair states leave-as-is.
  - d. John Bolton, representative for CEI has requested to be term limit complete and considerations for his replacement are underway.
9. Post Design Issues – E&O:
- a. E&O seems to be an issue.
  - b. FDOT General Accounting Office (GAO) is looking further into the errors and omissions process to make it more consistent across Districts.
  - c. Discussion were based on percentage recovery cost vs. final settlement.
  - d. The percentage is low – talks on how to make the percentage more realistic.
  - e. EOR is not being notified timely in regards to mitigation costs.
  - f. Issues should be address as soon as possible.
10. CEI MOT Review Report:
- a. Recent changes were made to the specifications and the report from to shift responsibility of completing this report from the contractor to the CEI – this also applies to in-house CEI staff.
  - b. Reduce the ability of the CEI to enforce correction of MOT deficiencies (by eliminating page 3).
  - c. CEI is still going to be involved if there is MOT issues.
11. Audits associated with NEPA delegation:
- a. This audit was for FDOT Staff
  - b. District 6 is not part of the audit this year. We invited all Consultants to the training.
  - c. Consultants will be audited next year.
  - d. 4 Districts were audited this year.
12. Payments to DBE subs –
- a. Received feedback from DBE firms that payments from some primes have been slow.
  - b. District 6 has not heard any complaints
  - c. FHWA requires prompt payment to subs as part of the DBE program.



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13. Transportation Committee update:

- a. There were a few changes:
  - i. Jennifer Olson is now the Chair for CEI subcommittee.
  - ii. Joe Gomez form Keith and Schnars is the Chair for the Expressway subcommittee.
  - iii. Nina Sickler is the Chair for the Liaison subcommittee
  - iv. Rudy Gotmare is the chair for the DDE subcommittee
  - v. Gus Quesada was added to the Alternative Contracting subcommittee

14. Alternative Selection Method:

- a. Options to the selection method are Letter of Response (LOR) & Interview; LOR and abbreviated technical proposal (either or 5 pages); or selection from Expanded Letter of Response (ELOR).
- b. This will be for non-complex projects \$1.5 million or less.
- c. FICE/ACEC voted this down this month.
- d. Main issue staffing was not taking into consideration with this method and would favor district based consideration for local firms. Will be only shortlisting firms you know.
- e. If revisited would prefer shortlisting of consultant than Expanded Letters.

15. Follow-up

- a. A new update to the negotiations handbook to match the CEI job classification to the CEI Scope of Services.
- b. New AFP update: In the review process in Central Office.

16. Open Discussion:

- a. Transportation – vehicles miles will increase from 15% to 95% in about 13 years which will put us at the year 2030.
- b. Roadways will change. There will still be a need for roads for now. Pavement will not have to be as wide.
- c. Transportation is always changing. Will defiantly change the way FDOT does things.