



LAP Community of Practice Quarterly Meeting Minutes

January 27, 2021

1:00 pm to 2:00 pm

Via Microsoft Teams

Welcome & Introductions – Lorraine Moyle

LTAP Updates – Kristin Larsson

- **Upcoming Trainings:**
 - 1/29/2021: Introduction to the FL Automated, Connected, Electric, and Shared (ACES) Transportation Roadmap Initiative:
 - <https://floridaltap.org/introduction-to-the-florida-aces-transportation-roadmap-initiative/>
 - Traffic Signal Timing 101: Part 1 → 2/3/2021, Part 2 → 2/10/2021 and Part 3 → 2/17/2021:
 - <https://floridaltap.org/traffic-signal-timing-101-the-basics-of-local-intersection-control/>
- **PDH Credits:**
 - A number of pre-recorded webinars on LTAPs website can be used for PDH credit.
 - <https://floridaltap.org/training-and-events/ltap-recorded-webinars/>
- **Future Training Plans:**
 - LTAP is working with Lorraine's team to prepare an Emergency Relief Training program by May. Plan is to have one meeting for entire state with each district emergency coordinator participate and offer a few slides about their district process and contacts.
 - Also working with LAP on scheduling trainings for Construction Checklist Training, GAP Training, and Professional Services Training.

Lighting Agreements – Lorraine Moyle

- District 1- District One has completed execution of the new agreements.
- District 2- We intend to do so. Ramon G. has been unable to get new lightening maintenance agreement for Alachua County, Lorraine coordinated after meeting with Maintenance to get agreements for Ramon.
- District 3- send the new agreement in January to maintaining agencies, update counts May-June with execution of new agreement or extension of existing agreement to follow
- District 4- pending response as of 1/25 but some of the new agreements have been implemented with the locals.
 - District 4 did not confirm, but was doing research to see how many locals they had executed with. **Action Item:** Mya wants to know who Lorraine is coordinating with in D4. Lorraine said through maintenance and will get Mya name.



- District 5- will start working on executing the new agreements this calendar year. No locals have requested the new agreement to date.
- District 6- executing two new Agreements for FY 21/22. We decided not to implement the new Agreement in FY 21 since we wanted more time to discuss the changes with the Local Agencies.
- District 7- D7 sent out an email in the beginning of April 2020 to all the Maintaining Agencies regarding the New Lighting Agreement for FY 21-22. We asked them to provide us with an answer of YES OR NO, if they were interested in signing the new agreement. All 30 agencies answered "yes". D7 proceeded to acquire all new contract numbers with all new FPN's. We are now in the process of putting all the information into the new Agreement. An email with the new Agreement will be sent out shortly to the Maintaining Agencies. I anticipate it will take a few months to get them back, some Maintaining Agencies will need to have meetings through their Commission, Town or City to sign the new Agreements. When it comes back to us, it will be executed by FDOT.
- John G. is good with going ahead with agreement.
- Dave Cerlanek in D2 has a question that doesn't pertain to new agreement. They have counties that are apprehensive about adding new lighting structures into their agreements. Counties have a number of reasons for it. It's causing the district problems because they have to figure out how those will be maintained. John G. says agreement provides an option for County to opt out of agreement. Dave says it create issues when the County's opt out. John G. wants to know what counties, Dave said St. John and Nassau. John G. said many other counties not in D2 have also expressed issues with adding more lights to agreement.

Push Button Contracts – Lorraine Moyle

- Discuss both Department let push button contracts and locally let push button contracts on a regional or multi-agency basis.
 - Signal contracts hard to procure for Alachua County and need to find a mechanism to increase competition.
 - Due to COVID there has been a lack of competition on many LAP contracts in the past 4-6 months. The current difficulties with hiring contractors for these types of contracts may lessen once recovery advances a bit more. Industry indicates this is a staffing issue with contractor and engineering firms who have staff going in out due to COVID symptoms or quarantine (esp. in Central and South Florida).
- FDOT PB contracts are procured under FS 337 and don't include the required statutory language related to "piggybacking, per Alan Autry State Contract Administration Manager.
 - Alan Autry stated in email to L "FDOT does not have the authority to approve or disapprove use of an FDOT contract as an alternate contract source by a municipality or other political subdivision. Any issues regarding the municipality or other political subdivision's use of the FDOT contract would be between municipality or other political subdivision and the contractor. Municipalities or other political subdivisions interested in using an FDOT contract are encouraged to consult their legal counsel regarding use of the contract. FDOT contracts and their associated supporting documentation are posted on the Department of Financial Services Florida Accountability Contract Tracking System (FACTS) website if the municipality or other political subdivision's legal counsel wishes to review them to determine if it is an appropriate alternate contract



source. Any contracting arrangements would be between municipality or other political subdivision and the contractor and would not involve FDOT.”

- City of Oakwood’s(GA) sample bid package and MOU are posted to the webinar handouts tab. The City regularly contracts for push button items (resurfacing) with surrounding smaller cities in Georgia as a way to save cost and time on their annual maintenance contracts. This is also an example of a bundled contract.
- To conclude: FHWA and FDOT are committed to assisting locals who are interested in piloting the IDIQ or “push button” method of contracting now allowed by FHWA. Sample contract and intergovernmental agreement were provided to all meeting participants. Use of this contracting method on LAP projects does require both FHWA and FDOT review and approval of the ITB and contract documents.

Links to FDOT current or recent advertisements for push button contracts- note that none of these indicate the Department will use Federal-aid. Department is using state funds.

https://fdotwww.blob.core.windows.net/sitefinity/docs/default-source/contracts/d3/lettings/2021/jan14/e3u49.pdf?sfvrsn=b3dea3d0_2

https://fdotwww.blob.core.windows.net/sitefinity/docs/default-source/contracts/d4/lettings/2021/feb-5/e4u77.pdf?sfvrsn=e0517706_2

https://fdotwww.blob.core.windows.net/sitefinity/docs/default-source/contracts/d5/lettings/2021/feb2/e5v67.pdf?sfvrsn=c80476f1_2

https://fdotwww.blob.core.windows.net/sitefinity/docs/default-source/contracts/d6/lettings/2021/jan28/e6n02.pdf?sfvrsn=cef86a4a_2

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https://fdotwww.blob.core.windows.net/sitefinity/docs/default-source/contracts/d6/lettings/2021/jan28/e6n41-r0.pdf?sfvrsn=f964aa9e_2

https://fdotwww.blob.core.windows.net/sitefinity/docs/default-source/contracts/d6/lettings/2021/jan28/e6n63.pdf?sfvrsn=7578099e_2

Save the date:

Quarterly virtual meeting- April 28, 2021. Meeting invite to follow. Kathleen K. sent meeting invite on 1/27/2021.

Next meeting? July 7, 21, or 28, 2021? Schedule at the Turnpike and also schedule on Teams and cancel the in person meeting as needed? Florida Transportation Symposium will be virtual again this year, so we would not be able to schedule a June in person meeting in tandem with the conference as we did prior to COVID.



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NAME	AGENCY	EMAIL ADDRESS	Attended
Clinton Howerton	Highlands County	chowerton@highlandsfl.gov	✓
Dave Cerlanek	FDOT Local Programs – D2	william.cerlanek@dot.state.fl.us	✓
Don West	FACERS- St. Lucie Co.	WestD@stlucieco.org	✓
Elton Holland	FACERS- Marion Co.	elton.holland@marioncountyfl.org	✓
Erika Thompson	FDOT Metropolitan Planning Organization- CO	Erika.Thompson@dot.state.fl.us	
Gevin McDaniel	FDOT Design – CO	Gevin.McDaniel@dot.state.fl.us	✓
Greg Hall	FHWA	GregoryL.Hall@dot.gov	✓
James Stevenson	FHWA	James.Stevenson@dot.gov	✓
Jasmin Raffington	FDOT Local Programs – CO	Jasmin.Raffington@dot.state.fl.us	
John Goodknight	FACERS	jgoodknight@bellsouth.net	✓
John Shoucair	FDOT – Materials Office	John.Shoucair@dot.state.fl.us	
Kathleen Khazraee	FDOT Local Programs – CO	Kathleen.Khazraee@dot.state.fl.us	✓
Kayla Sapp	FDOT Construction – D1	Kayla.Sapp@dot.state.fl.us	✓
Khoa Nguyen	FHWA	Khoa.Nguyen@dot.gov	✓
Kristin Larsson	LTAP	kristin@cutr.usf.edu	✓
Lois Bollenback	River to Sea TPO	LBollenback@volusiatpo.org	
Lori Rocky	St. Lucie Co.	rockyl@stlucieco.org	✓
Lorraine Moyle	FDOT Local Programs- CO	Lorraine.Moyle@dot.state.fl.us	✓
Mahmmud Yousef	FHWA	Mahmmud.Yousef@dot.gov	✓
Mya Williams	FDOT Local Programs- D4	mya.williams@dot.state.fl.us	✓
Nahir DeTizio	FHWA	Nahir.detizio@dot.gov	✓
Ramon Gavarrete	FACERS- Alachua Co.	rgavarrete@alachuacounty.us	✓
Roger Cain	APWA – City of Tallahassee	roger.cain@talgov.com	✓
Ronda Yawn	FDOT Local Programs – CO	Ronda.Yawn@dot.state.fl.us	✓



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Clinton Howerton	Highlands County	chowerton@highlandsfl.gov	✓
Steve Braun	FDOT Executive Team – D4	Steve.Braun@dot.state.fl.us	
Terry Watson	FDOT Equal Opportunity	Terry.Watson@dot.state.fl.us	✓
Thai Tran	APWA- Sarasota Co.	ttran@scgov.net	
Tom Ruiz	APWA – Miami Gardens	truiz@miamigardens-fl.gov	
Xiomara Nunez	FDOT Local Programs- D6	Xiomara.Nunez@dot.state.fl.us	✓