



District Three Design Newsletter

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District III Quarterly Design Newsletter

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From the Editor's Desk

Larry Kelley, P.E., District Design Engineer



It was good to see many of you at the District Three Design Conference last month. We had a good crowd and everyone was very attentive and supportive.

Changes in State government and the economy will not allow us to continue in the same manner as we have in years past. As we explained at the Design Conference, we must revise our thought process to always be on the look out for opportunities to work and design more efficiently without adversely impacting construction customers.

I have asked a few speakers from the conference to summarize the key issues we are pushing so you can see again in this newsletter issue that we are serious and are proceeding forward. We are stressing innovation, simplicity, and efficiency as opportunities present themselves. Learn to recognize unique opportunities.

We have been talking these issues for many months. Now we are implementing this philosophy and identifying many projects for an alternative process. Many projects may not be tagged with a new process, but it is up to you as a designer or manager to evaluate the opportunities that may exist that are unique to the project.

As we proceed with these issues, you can be a part of evaluating the process by sending me Email as you recognize any constraints, problems or further opportunities.

Concerning our revised Quality Control, we will have it ready soon and plan to implement it July '02. Our QC plan will address the way we manage in-house projects and will also address Quality Assessment of consultant projects. We will speak more on the QC/QA issue in the next edition of the newsletter in July.

Thank you for your support and hard work!

New Faces in Design!

Scott Golden, P.E., District Drainage and Structures Engineer

Keith Shores, P.E..



Miranda Porter, E.I.

Mr. Keith Shores, P.E. is the new D3 District Structures Design Engineer (DSDE). Keith has over 12 years with the FDOT and much of that time in the D3 Structures Design Office under Brian Blanchard. Keith will do an excellent job leading the D3 Structures Design Office.

Ms. Miranda Porter, E.I. recently joined the D3 Drainage Department. She is a native of the Florida Panhandle and recent graduate of FSU with a B.S. in Civil Engineering. Some of her primary duties will

include BHR review and preparation as well as in house drainage design. We would like to welcome each of these individuals to the D3 Design Family.



Design Spotlight; Felter Alderman

Larry Kelley, P.E., District Design Engineer

The Design Spotlight features Mr. Felter Alderman this quarter. Felter is a native of Graceville Florida. Felter Graduated from Graceville High School in 1965 and then attended George Wallace Junior College where he studied electronics. In 1969 he began a two year service in the Army, most of that being stationed in Berlin. He has since attended Chipola Junior College and

Troy State University where he earned a Bachelor of Science degree in Business Administration.

He began his DOT career in 1972 in the Right-of-Way mapping Section. He moved on to the Environmental Management Section in 1980 where he served as the District Environmental Manager for the preparation and federal approval of all environmental documents. In 1995 Felter was promoted, accepting a position as Design Project Manager.

Felter still serves in that capacity, but has also picked up several miscellaneous duties as well. Felter has achieved the unofficial status of Senior Project Manager since he is often called on for guidance and mentoring less experienced Project Managers.

I worked with Felter in the Environmental Management Department and I have known Felter as a personal friend for more than 25 years. Felter has very high standards for himself in his professional as well as his personal life. I often look to Felter for guidance on Project Management issues as well as personal issues. We are all lucky to have a person the caliber of Felter in our organization.

Following are the words of Felter on the issue of "Success".

"When people talk about success or succeeding, it most often refers to personal gains in life. Once I was asked if I thought I was successful. My answer at that time was "yes." Everything was going well and I was happy. There seemed to be no real problems. My answer was based upon my personal feelings and the position in life I had reached at that time. Today if the same question was asked, my answer would still be yes. However, it would be based upon my experience in Project Management. I quickly learned success is reached through sincerity, honesty, and respect for one's working partners. In other words, integrity became the basis for success. The mutual respect displayed by fellow project managers and the eagerness to help each other learn a new process made me realize teamwork would make my job easier and successful. The trust each manager had for the other made it apparent quality would be achieved through cooperation. The relationship between employees in the Project Management Section developed into an attitude, "do whatever it takes to make our section the best." This resulted in each member of the section stepping up and performing the duties for someone else in order to achieve the objective "success with quality." There was no jealousy or resentment between managers. The loyalty and trust displayed between fellow employees elevated success for each individual. The commitment to the team by each player has resulted in the project management section reaching the work program goals through the years. This could only be accomplished as each person reached for a quality product by sharing in the success of others. My view of success today is not based upon my personal gains and personal ability. It is based upon a team approach where each individual has set a goal to promote success and quality for each person on the team."

Supplemental Agreement Report—December

Larry Kelley, P.E., District Design Engineer

This is the Supplemental Agreement Report for the month of December 2001. The two (2) categories of supplemental agreements that are included in this monthly report are codes 112 and 128. This report is also included in the Quarterly Design Newsletter as a tool to inform designers of errors and omissions that can lead to Supplemental Agreements and unnecessary costs to the public.

Below is a description of those areas and our responses:

Description Code 112: Project phasing or plans components not constructible as shown.

FPID No. 219154-1-52-01, SPN 52050-3524 (Holmes County)

(Continued from page 1)

Reason: This contract provides for construction of a new Bridge and approaches to replace the existing Choctawhatchee River Bridge on SR 2.

The plans called for an almost vertical cut adjacent to the old roadway, which without protection would undermine the old roadbed and render it unusable. During construction it was realized that the existing roadway would have to be protected during the construction of the new bridge to allow traffic to utilize the existing road until the new roadway was completed. The plans and contract documents did not address protection of the old roadway, therefore it was decided that the old roadbed would have to be shored up and the Contractor was entitled to extra pay for this work.

Increase = \$48,770.76

Response: This was a designer error. The use of sheet piling or other methods of shoring when it is necessary for Traffic Control is to be designed and included with appropriate pay items in the plans. However, the CEI indicated that no premium cost was incurred.

Description Code 128: Inaccurate or inadequate survey information used in plans preparation.

FPID No. 220801-1-52-01 (Washington County)

Reason: Improvements under this contract included milling and resurfacing, paved shoulder construction and the reconstruction of a short portion of the existing roadway that was prone to flooding on SR 79 near Ebro.

Subsequent to commencement of construction a review of the plans and actual site conditions by the Department revealed the Designer had inadvertently failed to provide sufficient tie in for the reconstruction area near the south end of the project. The reconstruction portion of the roadway had to be extended south in order to achieve an accurate profile of the existing road and to provide a suitable connection. As a result the special detour had to be lengthened to allow for the extension of the reconstruction area.

Increase = \$8,571.42

Response: This was a designer error, however no premium cost was incurred.

Supplemental Agreement Report—February

Larry Kelley, P.E., District Design Engineer

This is the Supplemental Agreement Report for the month of February 2002. The two (2) categories of supplemental agreements that are included in this monthly report are codes 101 and 503. This report is also included in the Quarterly Design Newsletter as a tool to inform designers of errors and omissions that can lead to Supplemental Agreements and unnecessary costs to the public.

Below is a description of those areas and our responses:

Description Code 101: Necessary pay item(s) not included.

FPID: 219782-1-52-01 (Leon County)

Reason: Improvements under this contract consisted of the construction of a new roadway around the south side of the FSU Football Stadium in Tallahassee.

The Designer failed to include a pay item for Arrow Boards as Maintenance of Traffic devices to be used as needed for lane closures throughout the life of the project.

Increase = \$5,000.00

Response: This supplemental agreement is the result of a design error. However, there was no premium cost incurred per the CEI and Construction personnel.

Description Code 503: Change resulting from engineering decision (use specific code when possible).

FPID: 218479-1-52-01 (Escambia County)

Reason: Improvements under this contract consisted of the construction of a new Bayou Chico Bridge on SR 292 (Barrancas Ave.) on a new alignment and the removal of the existing bridge.

The construction project provided for the construction of cul-de-sacs on both sides of the bayou within the area of Barrancas Avenue where

(Continued from page 3)

the original bascule bridge had been removed. Subsequently, the Department made a decision to relocate the proposed cul-de-sacs to improve accessibility to adjacent property owners. As a result the Contractor submitted a claim for alleged increased cost attributed to the revision.

The Department reviewed the Contractor's claim and recognized that the Contractor was due additional compensation for the added cost associated with the cul-de-sac relocations.

Increase = \$29,019.48

Response: This supplemental agreement was not the result of a design error.

Supplemental Agreement Report—January

Larry Kelley, P.E., District Design Engineer

This is the Supplemental Agreement Report for the month of January 2002. The two (2) categories of supplemental agreements that are included in this monthly report are codes 005 and 101. This report is also included in the Quarterly Design Newsletter as a tool to inform designers of errors and omissions that can lead to Supplemental Agreements and unnecessary costs to the public.

Below is a description of those areas and our responses:

Description Code 005: Utility adjustments delaying contract work schedules caused by Utility Companies with no JPA involved (should be all Premium and 3rd. party charged).

S.P. No. 55020-3533, FPID No. 219804-1-52-01 (Leon County)

Reason: The project consists of multilane reconstruction of SR 10 (US 90) (Mahan Drive) from SR 261 (Capital Circle) to CR 0353 (Dempsey Mayo Rd.) in Leon County.

Subsequent to commencement of construction, the Contractor contended that substantial delays or disruptions to construction operations were caused by utility relocations/adjustments that were incorrectly detailed in the plans or were not accomplished in accordance with the utility

adjustment schedules. As a result the Contractor submitted a claim for time delays and cost impacts directly related and attributable to the utility issues.

The Disputes Review Board reviewed the Contractor's alleged reduced productivity due to the utility relocations and adjustments and determined that disruptions to the Contractor's operations did occur and should be treated as a project delay. Based on the Review Board's recommendation the Department negotiated a settlement with the Contractor to compensate him for time delays, direct expenses, extended office overhead and additional MOT resulting from these impacts.

Increase = \$105,430.97

Response: The Project Manager will investigate the Supplemental Agreement to determine if the incorrect detailing of the utilities in the plans was a designer error or incorrect information provided to them by the Utility Companies. The CEI coded the Supplemental Agreement as being avoidable by a 3rd. party outside of FDOT or Consultant staffing control. It appears that the major cause of the Supplemental Agreement was the Utility Companies failing to remove or relocate their utilities in a timely manner or in accordance with the utility adjustment schedules.

Description Code 101: Necessary pay item(s) not included.

FPID: 222444-1-52-01 (Escambia County)

Reason: Improvements under this contract consisted of the construction of a new Pensacola Weigh Station on SR 8 (I-10).

The Designer failed to include a pay item for Plastic Filter Fabric (Subsurface). The filter fabric was needed to wrap the filter material of the underdrain fields. The Designer of Record forwarded the computation book sheet for that item with a quantity of 2,788.4 square meters.

Increase = \$5,074.89

Response: This supplemental agreement is the result of a design error. However, there was no premium cost incurred per the CEI and Construction personnel.

Project Management/Estimates

Jason Peters, P.E., District Project Management Engineer

As we begin advertising projects for the new fiscal year (FY 2002/2003) a number of new concepts will be piloted this year. Full Service/No Review Contracts will be a new topic where the consultant will be responsible for management of more of the activities required for the overall project development. These contracts will involve less complicated projects, which will not require a formal review by the Department. A copy of the Full Service/No Review Guidelines can be obtained by contacting the Project Management Office.

Competition will be escalated this year due to only eleven contracts being advertised. Of these eleven contracts, five consultant selections will be evaluated using the Consultant Selection by interview procedure. Due to the rising cost of design contracts, innovative and cost savings ideas will be heavily weighed in the evaluation. Cost savings in the area of survey will also be looked at closely. Consultants who are willing to utilize existing plans, existing survey information and good engineering judgment could find themselves at the head of the pack.

Time extensions on design contracts have become excessive. Currently, 80% of design contracts are requiring time extension. Therefore, when establishing original contract time, be realistic and make every effort to prevent a need for time extensions.

TRNS*PORT and Specification Package Training is currently being provided throughout the state. All projects beginning with the October 2002 lettings shall be loaded in TRNS*PORT. All projects beginning with the July 2003 lettings will require the consultants to prepare the Specification Package. Take advantage of the training opportunities so that you won't be caught by surprise.

CADD files will be heavily monitored. Incomplete CADD files are a reflection of the consultant's internal QC Program. As we move toward automated lettings, complete CADD files and proper directory structure is essential to the success of process. Failure to produce complete CADD files could have impacts on future selections.



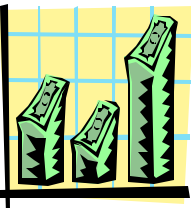
Quality Control/Assurance and 'RRR' Survey Requirements

Hal Gore, Jr., P.E., District Roadway Design/Utilities Engineer

Quality Control/Quality Assurance:

With the reduction of in-house staff, loss of experience and an ever increasing work program, the Department will not longer be able to review every project. Therefore, design consultants will have to depend less on FDOT and more on themselves to find errors and omissions. We intend to implement a random selection review process that will target high profile projects or projects complicated in nature. It is very important that each consultant have their Quality Control Plans updated and ready for review by FDOT. The Quality Control Plan will be the first document the Department will want to see before we begin a review.

'RRR' Survey Requirements:



The Department is concerned about the rising costs associated with plans production. One area that has been consistently costly in relation to design and construction costs are survey efforts. The design consultants must begin surveying jobs more efficiently. This means there has to more communication between the designers and surveyors about the amount of survey necessary to design the job. In the future, designers and surveyors should be prepared to justify survey costs for 'RRR' projects.

There were changes to the 'District III Unique Requirements'. If you need a copy of the latest requirements or have questions, please contact Hal Gore at (850) 638-0250 Ext. 459.





The Expectations of a Project Manager

Mike Melvin, Project Manager

Project Managers expect the Consultant to TAKE CARE OF BUSINESS. This comes in the form of Quality Control of all documents, not just the plans set. When preparing documents for the Department, public officials, or private citizens, someone should review the submittal or letters to ensure their accuracy prior to their final approval.

TAKE CARE OF BUSINESS, pay attention to DETAILS, DETAILS, DETAILS when producing the documents. Small inaccuracies can lead to larger problems during Right of Way acquisition and construction.

TAKE CARE OF BUSINESS, communicate with the Project Manager. When there are questions, please provide options for the solutions.

TAKE CARE OF BUSINESS, rapid response during the bid review and specification phase can mean the difference between success and failure when letting a project. During construction, responding to the contractor's questions is imperative. Remember, the money you save could be your own.

TAKE CARE OF BUSINESS, Quality Control should be an everyday process in every phase of your daily business. Remember, TAKE CARE OF BUSINESS, OR YOU WON'T HAVE ANY BUSINESS TO TAKE CARE OF!!!!

Scenes From The Design Conference

March 28 & 29, 2002

