**Innovative Contracting Advisory Committee**

**Meeting Minutes**

**July 24, 2014**

**1pm – 2:45pm**

**In Attendance:**

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| Nabil Haddad, CDOT Innovative Contracting  David Brown, Parsons – formerly Delcan  Wayne Pittman, CDOT R2  Reza Akhavan, Jacobs  Mark Scholfield, Wilson  Steve Taylor, URS  Tom Howel, Kiewit  Scott Epstein, Pinyon Environmental, Inc.  Matthew Cirulli, AECOM- Bridge Enterprise | Tammy Maurer, CDOT Region 1  Jeff Seiders, RKI/Austin  Mike McNish, Kraemer  John Schwab, HDR  Don Garcia, CDOT Region 2  Ron Dickey, CDOT RR Program  Jennifer Billings, CDOT Region 2  Jeff Seiders, Raba Kistner |

**Summary of Discussions**

1. **Introductions**
2. **Subcommittee Updates:**

* CMGC Subcommittee update (Nabil H.):
  + CMGC Subcommittee meeting – An Industry Relations CMGC and Best Practices CMGC delivery method meetings took place June 9th (IR – morning and BP Internal CDOT, FHWA and interested LA) – afternoon.
* CMGC Manual (Nabil H.)
  + Selection Matrix to be posted by which phase.
    - Great discussions from the workshop, which led to modifications to the matrix.
    - Risk Discussion – up front, prior to factors.
    - Draft available for review, just e-mail Nabil with the request.
  + Manual 99% complete, besides DBE section.
  + Templates for the RFP Solicitations are being finalized to assist Regions on consistency and to make the process flow as best as possible.
  + June 9th – RFP Sections I and II updated.
  + July 30th Section III and Appendix to be completed.
  + Final meeting in August (DBE Portion) DBE/OJT flow chart
    - Regions need to review
    - Manual on scheduled to be completed August 2014
    - September 2014 – Final, with training for CDOT then Local Agency and Industry to follow.
  + D/B Manual work/rewrite will begin, once CMGC manual is completed.
* CMGC Subcommittee - Best Practices Offshoot Committee
  + Tammy Maurer will be the lead for this effort
    - Discuss various ideas and concerns with CMGC, other agencies interested in CMGC will be invited - reconvene in September.
* Quality Programs Subcommittee update (Wayne Pittman):
  + Meeting this morning with ten in attendance, with State, Industry, Contractor and FHWA in attendance.
  + Programmatic approval approach.
  + Contractor QA & set roles.
    - Review US 6 and Cimarron project requirement and based on design notes set up a recommendations for setting up projects.
    - Template approach. Best of the Best.
    - Meeting again, but the subcommittee will use e-mail to share documents and comments prior to their next meeting the morning of the next ICAC.
    - Monica Pavlik (FHWA) the committee would like to have comments prior to having draft guidance.
  + Need to determine deliverables for subcommittee.
  + David Brown previously recommended that NCHRP – 1083 would have good guidance
  + Environmental Sub-Committee (Scott Epstein)
    - Scott Epstein, Pinyon Environmental, Inc., discussed with several in the industry and contractors to determine interest of having a Sub-committee. The committee would be proactive diverse group to address and determine how to improve the process. Group needs to be of manageable size with detailed goals to accomplish.
    - Challenges. Environmental resource areas, expectations, technical requirements, off site mitigation, HAZMAT and risk assignment, requirements, transfer and consistency.
    - Senate Bill 40 is being addressed.
    - Requirements need to be trackable and measureable.
    - Possibly have Lesson Learned with R-2, Trex or others.
    - Possibly have FHWA bring Lessons/Learned from other states training
    - Need consistency across the Regions on how to apply
* CM/GC Manual update (Nabil H.):
  + - Wilson and Company/Chris Hopkins is working on finalizing the manual, which is intended to be a Procedural Manual
* Railroads on Innovative Contracting Discussion (Ron Dickey)
  + - On COSMIX Project – CDOT paid for RR design team review to work directly with the design team. CDOT would like to pursue; however, Ron D. discussed with UP RR and that will not be allowed, since it did not work from there end. So UP RR will not allow with new mgmt. team forward.
    - Items need to be defined in Contract with D/B or CMGC Contracts and in the CDOT / RR contract.
      * Expectations.
      * Specific definitions so less interpretation
      * All contracts are different, since projects may be similar, they are different. Similar to Environmental and Quality, need to focus on consistency state wide, need to capture in both contracts what is agreed to and have it documented.
    - Work towards best practices and consistency.
    - Concerns with D/B – Education is needed on who “owns” the various risks.
    - Project specific’s need to be addressed and locked down or schedule time for getting the RR contract can start completely over and bust all schedules.
    - On Innovative contracting, it would be great if on RR items could be at 30% designed and put in the RFP with any changes to those specific items, the schedule will have to start all over. Once at 30% design and RR design requirements all addressed, Ron stated that he can start the RR / CDOT contract, which in turn once approved, work can be allowed. If items are changed, PUC approval also can affect the schedule.
* Criteria for Innovative Contracting Award Discussion/Meeting
  + - CMGC Project are all so different and can vary in magnitude of size
    - Nabil to talk to Jim Moody off line
    - Jennifer Billings will take the lead on this issue
* Misc. / Open Discussion / Future Innovative Contracting topics:
  + - Lessons Learned / Best Practices on comparing the delivery practices needs to be shared across the state
      * Recommend they get a consultant or resource to capture and share the information.
      * Innovative process and methods going so quickly need to capture since it could have great value to all.
      * John S. brought up that Nabil needs to discuss with Office of Major Projects and discuss the need, since there is a similar effort with specific focus to get consistency across state and programs
        + That effort is reviewing information from other states as well
        + John S. offered to provide updates of the progress through this committee.

Next Meeting September 25, 2014, 1pm – 2:45pm, CDOT HQ Bridge Room 107B

Attachment 1 – Meeting Agenda

**MEETING AGENDA**

Innovative Contracting Advisory Committee (ICAC)

July 24, 2014, 1 PM – 2:45 PM

CDOT HQ Bridge Conference Room

* Subcommittee Updates:
* CMGC subcommittees update:
  + - Industry Relations (Ben Acimovic)
    - Best Practices- Internal to CDOT (Tammy Maurer)
* Quality Programs subcommittee update: (Wayne Pittman/David Brown)
* Environmental Sub-Committee (Scott Epstein)

- CM/GC Manual update (next steps?): Nabil Haddad

- Project Delivery Selection Matrix workshop update (June 27, 2014)

- Railroads on Innovative Contracting Discussion (Ron Dickey)

- Criteria for Innovative Contracting Award Discussion/Meeting

* Miscellaneous/Open Discussions
* Next Meeting: September 25, 2014 , 1 pm – 2:45 pm, CDOT HQ Bridge Room 107B

Future Innovative Contracting topics (not prioritized):

* + Setting Goals White Paper Workshop
  + Staffing Requirements for Innovative Contracting Projects