

Design-Build Subcommittee

September 6, 2011 minutes

Attendees:

Claude Ipock	SCDOT	<a href="mailto:ipockcr@scdot.org">ipockcr@scdot.org</a>
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Billy Coleman	SCDOT	<a href="mailto:billy.coleman@csc.uig.net">billy.coleman@csc.uig.net</a>
Danny Shealy	CAGC	<a href="mailto:shealydr@netscape.com">shealydr@netscape.com</a>

- I. Claude opened meeting and welcomed everyone.
- II. Project Updates
  - RFQ has been released for bridge package C , D and SC41.
  - RFP for bridge package A is out for industry review.
  - I-26 Lexington & Calhoun county will be a two step process and will be issued late September.
- III. Task/Issue Updates
  - a. Evaluation Process RFQ, RFP & Bid Opening
    - RFQ and RFP processes now include the credit process in bridge package A.
    - Bid opening process has been modified, there will be a time and place set for opening the bids and technical proposals. If within the engineer's estimate, the technical scores and the cost proposals will be read aloud. If not within the engineer's estimate, the meeting will adjourn and the Best and Final offer will be determined.

- b. Design Submittal Review Process  
(See Attached) After much discussion, Freddy's group will revise handout.
- c. Draft Best Practices  
Still in progress, group will have something to review at the next meeting.
- d. ACEC/SCDOT Fall Conference  
The meeting will be at Seawells on October 26, 2011. There will be a Design Build session with a round table discussion. Panel members: Claude Ipock, Matt Lifsey, Greg Schuch, Mark Monreal, David Kinard, John Boylston and Barbara Wessinger. Danny Shealy will moderate. Discussion will include the subcommittee structure, membership and purpose. Danny Shealy and Greg Schuch will poll the AGC and ACEC for questions to cover during this session.
- e. Asset Management RFPs (Bridge and Interstate)  
Two RFPs will be issued late next year. One will be for maintaining 100 mile sections of interstate to include: guard rail, mowing, signs, markings, surface and bridge inspections. Another will be issued for 7 high level fixed span bridges and 8 movable bridges to include inspections and maintenance.

IV. Action Items:

- 1 Freddy's group to revise design review handout
- 2 Mark to coordinate the ACEC conference
- 3 Greg to send email to ACEC members for questions to cover at the ACEC conference
- 4 Danny to send email to AGC members for questions to cover at the ACEC conference
- 5 Claude to coordinate a design submittal review flowchart

**Next Meeting: November 9, 2011 (9:00 – 12:00 LPAs office)**

SCDOT-AGC Design-Build Sub-Committee Meeting  
Design Group Schedule Recommendations  
September 6, 2011

FRED KICKLIGHTER  
GREG SCHUCH  
BILLY COLEMAN  
DAVID GLENN  
ROB BEDENBAUGH  
BARRY BOWERS

### Schedule

1. DB Team to develop a Project Plan design review submittal schedule identifying type and dates of all submittals. This schedule shall be independent of the construction schedule. *(This would be separate or include shop drawings, CPM baseline reviews, QC plan approval, SWPPP reviews, etc?)* This schedule shall be updated at a minimum every month, but can be revised more frequently if necessary. If DB Team submits plans for review not identified on the schedule, SCDOT has 21 days to review regardless of where in the review process the specific review item is. There will be flexibility allowed the shifting of submittal dates for revised plan submittals due to the uncertainty of the extent of the comments. DB team shall revise schedule within one week of receipt of comments. DB team will be allowed a 4 day variance from the schedule. If SCDOT review time exceeds the allowable time the DB Schedule date automatically shifts. However, the revised dates shall be incorporated into the next revised schedule.
2. Should a submittal for review be between the dates of one week before Christmas and 2 days after New Year Day, 7 additional days up to a maximum of 21 days will be allowed for SCDOT review.

### Media Requirements

1. All plans for DB shall be developed on 22" x 34" plans sheets (Modified from the SCDOT Standard 22' x 36' plan sheet). All submittals shall be half size (11' x 17") and in electronic in .pdf format. A scale bar shall be included on all plan sheets in order that half size and full size sheets are still to scale (i.e. eliminate 1"=20' shown on the sheet, scale bar would be accurate showing half size sheet is say 40 scale which would also scale to 20 on a full size sheet).
2. On subsequent submittals sheets being revised will be identified with a colored bubble around the revision along with the associated comment number

## Review Time

1. A working review or a series of working reviews (on separate sections as determined by the DB team) will be required to discuss proposed design by the DB team and for clarification in the design criteria/intent of the RFP. This review will be mainly to discuss horizontal alignments and planimetric designs. However, vertical profile grades, construction and cross sections may be submitted for discussion, Roll plots in either electronic format or hard copy can be submitted to SCDOT for review prior to the meeting(s). Depending on the complexity of the project a maximum a 7 to 21 day review as established in the RFP by the SCDOT between the submittal(s) and the working review meeting for SCDOT to review the drawings. SCDOT will have 7 days after the working meeting to comment/approve/reject all proposed design.
2. The “first submittal” review the SCDOT will have 21 days to review. If the comments received do not involve a major technical issue(s) and involve only minor design criteria issue(s)/drafting issue(s), then SCDOT review for the next submittal of revisions will be 14 days. If there are major technical issue(s) another 21 day review will be allowed if the issue(s) causing another 21 day review are stated in the first line item of the review comments. The comment shall outline specifically the issue and state that the next submittal will be considered another “first submittal” review. If this major technical issue(s) only affects a certain portion/section/part of the submittal, then only that section will be subject to another 21 day review. All other sections in the submittal would move forward in the review process and only require a 14 day review following submittal of the appropriate revisions outlined in item #3 below.
3. The “second submittal” review shall follow the criteria outlined in item #2 in the “Media Requirements” section above. SCDOT shall have 14 days to comment on this submittal. If all or most comments from the “first submittal” have been addressed by the DB team, then DB team can issue “Release for Construction” (RFC) plans as the next submittal.
4. Any comments received from the “third submittal” review of the RFC plans would be issued as a plan revision. Any other subsequent comments would also be handled with revision to the signed plans.