

SCDOT/AGC/ACEC Design Build Subcommittee

September 12, 2012

Meeting Minutes

- I. Claude welcomed everyone and had introductions. See attached list of attendees.

- II. Project Updates
 - a. Bridge Package B with 11 bridges – Shortlisted firms
 - b. I-26 Widening/rehabilitation-Lexington/Calhoun Counties- Proposals have been submitted
 - c. I-85/385 system interchange-Greenville County-RFQ in December 2012
 - d. I-95 & 301 Interchange-Orangeburg County-RFQ end of September 2012

- III. ACEC/CAGC Member Rotation
 - a. Guidelines were discussed for CAGC and ACEC membership selection and rotation (see attached)
 - b. ACEC and CAGC membership will be 4 members each
 - c. Members serve a two year term
 - d. Two of the four members for ACEC and AGC rotate off each year

- IV. Finalization of the SCDOT Design-Build Best Practices
 - a. Final version will be posted on the internet. There will be a “link” posted on the Design Build page.

- V. RFQ and RFP expectations and evaluation process.
 - a. ACEC provided a handout of comments concerning several questions that SCDOT is asking during the RFQ stage. There is some disconnect between what SCDOT expects and what industry thinks is fair to provide at the RFQ stage. These questions were discussed and it was decided that SCDOT will pull a generic RFQ and send to the committee for them to review and provide comments on questions that are asked in the RFQ phase, delete questions or add questions etc.

- VI. Action Items
 - a. ACEC and CAGC to provide new membership recommendations for 2013
 - b. SCDOT to send the committee a generic RFQ for questions and comments.

- VII. Next meeting November 14th

- VIII. Adjourn

SCDOT/ACEC/CAGC
Design-Build Subcommittee
Membership Guidelines

- I. Pre-Qualifications
 - a. ACEC/CAGC Membership - Active membership for a minimum of 2 years
 - b. Design-Build Experience – Major team member on a shortlisted team Or constructed 1 design-build project
 - c. Availability - Readily available to participate and contribute in at least 75% of the half-day monthly sub-committee meetings, typically in Columbia, SC
- II. Term – 2 years beginning January 1 and ending December 31
- III. Number – 4 ACEC members and 4 AGC members
- IV. Rotation – 2 members dismissed and 2 members appointed every calendar year
- V. Nominations – Candidates can be self-nominated if they are a member of ACEC or CAGC or may be nominated by a Joint Committee member in October of each year.
- VI. Appointments – Candidates will be reviewed/approved by Joint Committee at last meeting of calendar year, typically in November

**PROPOSED RULES FOR ACEC-SC MEMBERSHIP ON JOINT
SCDOT/ACEC-SC/CAGC DESIGN-BUILD COMMITTEE**

July 23, 2012

In 2011, SCDOT convened a working committee of SCDOT staff, ACEC representatives and CAGC representatives to develop a working paper entitled 'Design-Build Best Practices'. It is envisioned this document will guide SCDOT's procedures for procuring and executing design-build services. To commence this effort, SCDOT requested three named individuals from ACEC firms to support this committee. Similarly, SCDOT requested three CAGC members to join this committee.

At this time a draft of the 'Best Practices' document has been produced. However, it is anticipated this committee will continue to function in a useful role to continue refining the design-build method of project delivery.

Therefore, ACEC-SC must consider how the current three members should be rotated off and new members rotated onto the committee. In developing this proposed design-build committee membership transition, the following goals were considered:

1. To best represent ACEC-SC on the committee, ACEC-SC representatives must have extensive experience in the design-build delivery method for transportation projects and be able to commit the time available for this assignment.
2. The rotation of the committee members should be staggered so as to maintain continuity on the committee.
3. It would be preferred to have a similar rotation schedule and program as the CAGC committee members.

To meet the above goals, the following rules for rotation of the design-build committee members have been established:

1. There will be an additional ACEC member added to the committee to make a total of four ACEC-SC representatives on the Joint SCDOT/ACEC-SC/CAGC Committee. Each member will serve a two-year term. Terms begin January 1st and end 2 years later on December 31st.
2. At the end of every calendar year, two of the four members will rotate off and two will remain on the committee for the next year.
3. Those ACEC-SC members wishing to serve on this committee will submit a letter to the ACEC Transportation Committee Chair along with their experience with design-build projects by September 15th of each calendar year.
4. The current ACEC Partnering Committee voting members will review all applicants and select the two most qualified candidates for a two-year term. The ACEC Transportation chair will notify ACEC president and the SCDOT/ACEC-SC/CAGC chair of the new members before November 1st.
5. No two committee members should be from the same firm.
6. All committee members must work for an ACEC member firm and live in South Carolina.
7. Each committee member must commit to attending and participating in not less than 75% of all committee meetings and provide regular reports to the ACEC Transportation Committee.
8. It is the intention to allow ACEC members experienced in design-build work to participate in this committee. However, if it is the opinion of the ACEC Partnering Committee voting members that no person with satisfactory experience in design-build work has applied for consideration, it would be allowable to keep the current member(s) for another term.
9. If for some reason an ACEC design-build committee member must resign, ACEC Partnering Committee voting members may select a replacement or that position may remain open until the application process begins on September 15th and the seat is filled for the remaining term beginning January 1st.
10. In an effort to encourage broad participation in all ACEC committees, if an ACEC member is serving as a member on the Partnering Committee (either as a voting member or as an alternate) he/she will not be allowed to serve as an ACEC representative on the Joint Design-Build Committee.

9-12-12 D-B subcommittee

<u>NAME</u>	<u>FIRM</u>
DANNY SHEALY	CAGE
BOWI VINSON	CR JACKSON (CAGE)
ROB BEDENBAUGH	SCDOT
Claude Ipock	SCDOT
John Boylston	SCDOT
DAVID GUENW	
Bryan Jones	SCDOT
Barbara Wessinger	SCDOT
PETER GRAF	VIG
Freddy Kicklighter	CSC
Greg Schuch	F&H
George Hasstorten	LANE
TAD KITOWICZ	FHWA
BILLY COLEMAN	CSC
DAVID KINARD	SCDOT
Richard Nickol	Cardinal Bridge