

SCDOT/ACEC/AGC Design-Build Subcommittee
Meeting Minutes – July 12, 2017

I. Welcome/Introductions

a. Attendees

Chris Gaskins (SCDOT)	Jeff Mulliken (ACEC)
Brooks Bickley (SCDOT)	Stephen Ross (ACEC)
Kevin Turner (SCDOT)	Cameron Nations (ACEC)
Claude Ipock (SCDOT)	Michael Gantt (AGC)
Brad Reynolds (SCDOT)	Kirsten Duffy (AGC)
Ben McKinney (SCDOT)	Richard Nickel (AGC)
David Hebert (SCDOT)	
Binh Nguyen (SCDOT)	
Trapp Harris (SCDOT)	

II. Personnel Changes / Subcommittee Member Changes

- a. Kevin Turner (SCDOT) filling in for Robbie Isgett (SCDOT) starting with this meeting.

III. Project Updates

- a. Chris Gaskins gave an overview of upcoming projects and stated that the revised list of projects has been updated with more specific dates, but the dates aren't being released at this time.

i. Changes/New Projects:

1. US 21 over Harbor River – Project is in the procurement phase.
2. I-85 Widening MM 98-106 – Project is in the procurement phase.
3. SC 277 NB over I-77 – Procurement for this project will be initiated before the end of 2017.
4. Carolina Crossroads – The project is moving forward and procurement will begin in late 2018.
 - The ACEC/AGC inquired about how the project would be broken up and expressed general concern over projects that are too large for local contractors to pursue. Also concern about large out-of-state companies coming into SC and not allowing as much participation by smaller SC companies or requiring them to be subcontractors.
 - SCDOT inquired what size of project is preferred by the ACEC/AGC to continue developing. ACEC/AGC stated that steady 250 to 500 million projects are the preferred project size.
5. Load Restricted Bridges – Chris stated that there were currently 156 load restricted bridges. Clearer direction on whether these

projects will be design-bid-build or design-build is expected by September 2017.

IV. Action Items from 05-17-17

- a. RFQ Template
 - i. The template is complete and will be sent out today to ACEC/AGC for review and comment for an approximate 30-day review period.
- b. Work History and Quality Form
 - i. Form is complete and will be sent out today to ACEC/AGC for review and comment for an approximate 30-day review period. Form includes a section for references who we will be soliciting feedback from and includes a change to substantial completion requirement for projects.
 - ii. ACEC/AGC expressed concern over out-of-state companies responding with 10 projects that may not be representative of their work and requested a clarification in wording that cannot be misinterpreted.
- c. Design-Build Team Performance Evaluation Forms
 - i. Chris explained the forms and that there are two separate documents (Lead Contractor and Lead Designer) with evaluations performed bi-annually in April and October of each year, much like what is currently being done for Consultant Performance Evaluations for SCDOT consultant contracts.
 - ii. Design-Build project manager in Preconstruction will manage the process with heavy input from the Resident Construction Engineer with a requirement for both the PM and RCE to sign the evaluation form.
 - iii. The forms will be sent out as soon as today for review and comment from ACEC/AGC.
 - iv. Implementation of the forms is currently planned for October 1, 2017.
 - v. ACEC/AGC expressed concern that evaluations of contractors currently performing work would not be viewed as favorably as contractors coming from out of state that have not had evaluations completed.
- d. Design-Build Subcommittee Meeting Minutes and Agendas
 - i. These have been posted to the SCDOT Design-Build website.
- e. Design Review Process
 - i. ACEC/AGC stated that they have heard mostly positive feedback on SCDOT's current design review process. Also mentioned that there have been some issues with reviewer preferences vs. what is required contractually. SCDOT is becoming more consistent with this process since the formation of the Design-Build Group in Preconstruction.
 - ii. SCDOT foresees the use of more consultant review for upcoming projects.
 - iii. ACEC/AGC likes the use of Bluebeam for design reviews.
- f. Dedicated Positions discussion
- g. Stipends

- i. GDOT asks for all information generated during project pursuit and pays 0.2 to 0.4 percent of the design-build contract value.
- ii. Stipends typically grow with the value of the contracts, but there is some internal SCDOT concern with that.
- iii. ACEC/AGC wants to know what information needs to be provided to receive the stipend. Stephen Ross to research this topic.

V. Design-Build Procurement Manual

- a. Chris Gaskins stated that attachments to the Manual are being finished and the Manual is near completion.

VI. QC Requirements

- a. ACEC/AGC stated that they are having a tough time determining the amount of QC required for a project and would like clarification.
- b. Claude Ipock asked if the contractors are reading deep into the QC requirement in the Agreement of the RFP, which has been updated. Claude also said a new QC plan has been updated in the Construction Manual to clarify.
- c. ACEC/AGC expressed that multiple roles are not allowed for key personnel in a QC capacity.
- d. SCDOT's intent is to put enough responsibility on the contractor so that direction is not needed from SCDOT.

VII. NOI Phase Submittal

- a. Ben McKinney stated that SCDOT has been seeing segmented or phased submittals for projects and asked if ACEC/AGC expects more of this segment or phased approach in the future. ACEC/AGC stated that they do expect more of this type of approach to projects in the future.
- b. SCDOT plans to approach SCDHEC to discuss this type of approach and what to expect in the future to help facilitate the process.
- c. SCDOT to consider addressing this in future RFP's.

VIII. Escrow Documents

- a. Claude Ipock stated that electronic format is acceptable, though paper hard copies are more typical.
- b. ACEC/AGC stated that CD's are typically no longer used in the industry and that flash drives or digital deposit boxes are more commonly used.
- c. This is currently a Supplemental Specification (dated 2014).

IX. References

- a. SCDOT considered Survey Monkey and QuestionPro for use in soliciting feedback from references provided in the SOQ, with Survey Monkey being the selected service.
- b. Project references include 10 project references provided on the Work History and Quality Form plus additional references provided where a "Yes" answer was given to the questions in the Quality of Past Performance section of the RFQ.

- c. Surveys are being sent to project references as well as key individual references.
 - d. Information also being gathered from internal references.
 - e. Chris Gaskins explained that these are additional tools in evaluating team's responding to the RFQ.
 - f. ACEC/AGC asked who should be listed for as the reference for claims ("Yes" answers)
- X. Non-Confidential vs. Confidential Questions
- a. Confidential questions should be specific to the proposing design-build team's design.
 - b. The proposing design-build team is given the opportunity to withdraw the question if SCDOT deems the question to be non-confidential.
- XI. Prep Contract Info
- a. ACEC would like to know as much as possible in advance on how and when design-build prep will be procured for a project and a list of which consultants are on the selected prep team.
- XII. Open Discussion
- XIII. Action Items
- a. SCDOT to look at project updates for the next meeting and have internal discussion about project size and ACEC/AGC's desire to not have smaller projects be combined into larger projects.
 - b. SCDOT to provide Agreement Template, RFQ Template, Work History and Quality Form, Design-Build Team Performance Evaluation Forms to ACEC/AGC for review and comment.
 - c. Stephen Ross (ACEC) to research stipends and what information proposing design-build teams provide to receive payment of the stipend.
 - d. Kirsten Duffy (AGC) to solicit feedback from ACEC/AGC and conduct research on the requirement for dedicated positions on projects.
 - e. Ben McKinney (SCDOT) to coordinate with SCDOT Environmental on NOI Submittals and approaching SCDHEC regarding the expectation of phased or segmented submittals on projects.
- XIV. Next Meeting Date September 13, 2017
- XV. Adjourn