

ACEC California – Caltrans Headquarters Liaison Committee Meeting

Meeting Minutes

September 18, 2014

Committee Co-Chairs: James Davis, Caltrans COS Director and Gary Antonucci, Moffatt & Nichol and David Woo, Louis Berger

Attendees: See attached sign-in list

Minutes taken by: Dan Peluso, Cal Engineering & Geology

1. Introductions, agenda additions
 - Introductions were made.
 - Minutes approved
2. Local Liaison Committee Reports
 - D-7 – No Report.
 - D 8 – David Woo reported they met August 21; Robert So, Deputy District Director (R/W) was speaker on “Caltrans D8, Right-of-Way Organization and Certification”
Updates to Chapter 16, “Cooperative Agreements” now available on-line
2015 Standard Specs will be published electronically in Dec. 2014. April 2015 target date for publishing hardcopies.
No reports from local agencies
Next meeting Oct 16.
 - D 11 – Kai Ramer reported there will be meeting next week; Focus on San Diego Co. Airport Authority Terminal.
 - D 12 –the next meeting is next Tuesday.
 - D 59 – Meeting July 25; logistics on specs training; Will be having Structures Design-Build seminar and Structures Webinar.
3. Environmental Process Committee Update
 - Dan McKell, Caltrans –
 - Dan.McKell@dot.ca.gov
 - Reporting about consultant course work. Next course November 13. Nuts and Bolts of environmental review, to be held in District 4.
 - Held call on July 24
 - Sent invitations to ~160 environmental consultants; received 50 email responses; considered a good response.

- Sent Final Rule for Map 21 Sept 16; effective Oct 16. Converted NEPA Program to permanent authorization.
- Dan related concerns about waiving constitutional right to immunity in Federal Court. This is in regards to permanent NEPA delegation to the State.
- Gary Antonucci asked about inconsistency from Caltrans reviewers across the State. Dan McKell responded that their goal is for greater consistency; their intent is for all reviewers to be giving the same message. To that end, they are doing quarterly reviews of NEPA approvals to help provide greater consistency.

4. Local Programs Update

- Local Assistance - Mark Samuelson
- By the end of September, 12 month pilot program for Good Faith Effort
- He noted that FHWA says 1 of 30 good faith efforts were not adequate.
- Will be updating Chapter 10 to eliminate duplication, and to simplify.
- Consultant Selection – Procurement training coming in January 2015 across the State; to be focused on Chapter 10.
- ADA infrastructure training – Open to all at the District level
- The consultant committee offered consultant review of the training program prior to implementation. To that end, Mark will send Draft to Gary for distribution.

5. DBE update

- Angela Shell, Caltrans – angela.shell@dot.ca.gov
- A&E Consultant Selection Process
- DBE average 11.8% as of August for all contracts; goal is 12.5% on the design side. Consultants are ~20%, considered very good DBE participation. Highest in several years.
- If goal isn't met by Sept 30, will develop a plan for next fiscal year.
- Looking at moving forward with a disparity study.
- Quarterly report is available in OBEO website, listing of DBEs who are doing work with Caltrans – link on website to “reports”.

Calmentor – OBEO

- Last month had meeting; working to standardize across the State.
- The steering committee is meeting quarterly.
- Develop procedure for reporting events
- Make sure you are turning in participation reports along with your invoices – Form 3069
- If you have issues with Local District, you can contact the State office.
- The North region is lagging.

6. Audits and Investigations

- MarSue Morrill of Caltrans reporting

- Reported on some issues with Audits with respect to Provisional ICR.
- For contracts greater than \$3.5M, make sure you inform your CPA so they are aware of special requirements.
- Proposing to add disclosure of prevailing wage on CPA reports.

7. DPAC

- Steven Boll and John Neri reporting
- Second consultant selection pilot to be concluded in a few weeks, followed by evaluation.
- Last August, contract in District 4; incorporated lessons learned from District 8; However, the contract was so specialized (Bay Bridge Foundation Demo), it was not considered representative. District 8 ROW contract to be the next pilot.
- Pilots will be continued through February 2015, followed by review with ACEC in March 2015. Implementation to be in April 2015.
- One of the changes was requirement for 5 references, down from 10. In addition, individuals experience was allowed to be considered. Therefore, they would like to see team qualifications of individuals, even experience at other firms.
- Direction from legal – If Caltrans employee on panel, they couldn't submit as a reference.

8. Labor Compliance - Prevailing Wage Issues

- Angela Shell reporting
- August meeting with Prevailing Wage Committee; discussed what activities require prevailing wage reporting.
- Beverly Windle – The survey is on-going within ACEC; will report results soon and schedule a meeting.

9. Design Product

- Mary Beth Herritt reporting
- Confirm with District 2 to do internal pilot.
- Quality Management Plan – Tim Craggs wanted them to develop evaluation
- Office is being reorganized.
- Have not moved forward with implementation in local projects. May have a pilot in District 12.
- Steve Huff – Regarding a project in Orange County, HOV Guidelines – there were noted some inconsistencies. Mary Beth to review with Tim and provide a response.

10. Caltrans Update

- James Davis not present – Shira Rajendra reporting
- Dave Youmans retired in July 2014.
- Shira Rajendra is acting until position filled.

- Division of Engineering Services - Barton Newton retired; filled by Dolores Wells – State Maintenance Engineer
- Bridge Maintenance Engineer – Tony Tavales
- Division of Traffic Operations Tom Hollenbeck from District 9 now in the position.
- Chief District Director, District 7 – Shirley Chaot

- Budget for A&E in FY 2013/2014 is \$977M PYE
\$229M in COS Program (COS – Capital Outlay Program)

Budget for FY 2014/2015 is \$974 PYE
\$231M in COS Program

95% of budget for this year spent so far; expect the rest to be spent following receipt of all invoices

11. Skipped

12. Next Meeting – November 20, 2014.