

# WSDOT/ACEC-WA Executive Liaison Committee Meeting

Monday, May 17, 2021 – 2:00 pm to 3:00 pm

## Meeting Minutes

- 1.) Kevin Dayton and Marshall Elizer provided a WSDOT COVID Update & Outlook:
  - The Governor made some new announcements late last week about reopening by the end of June if metrics are met.
  - There is still an agreement in place with OFM, Building Trades, Construction Industry, and WSDOT. The rules and regulations of that agreement remain in effect until rescinded by the Governor's Office. This applies to WSDOT construction sites & consultants who support or visit the site.
  - WSDOT's return to work is on hold until they prepare a re-opening plan and apply to OFM for re-opening approval. There is confusion right now between the Governor's June re-opening plans and current requirements.
  - The current phased plan could allow up to 25% in office occupancy starting on August 16, 2021. When WSDOT returns to their offices in part or full, the agency is committed to upping our telework commitments to 30% to 40% overall rate, which will mean a high telework percentage for some employees as others cannot telecommute with their work requirements. WSDOT will operate differently in the future, though more will be known later this year or early next year.
  
- 2.) Kevin Dayton and Van Collins shared a Legislative Update and Budget Outlook:
  - The Governor has been busy this week with environmental bill signing such as Low Carbon Fuel Standards, Cap & Invest, and others. Later this week, he will sign the Transportation Budget. The Governor line item vetoed the connection to a new transportation budget within the environmental bills. There are several Senators that will be unhappy with this action. ACEC testified strongly in favor of a new revenue package. Representative Fey has been speaking optimistically about a special session prior to the Governor's action. As a result of the veto, we will now be in a wait and see mode in terms of a Transportation Revenue Package.
  
- 3.) Kyle McKeon provided a Local Programs Update:
  - All their calls for projects are now closed (i.e. Safety, NHS pavements, bridges, etc.). Staff will review in the summer and make announcements in the fall.
  - Section 130 Railroad Crossing Safety Program - struggling to give away funding due to the on-going and challenging working relationship with the railroads.

- There is a concern about consultants working on expired agreements and Kyle would appreciate ACEC assistance in bringing awareness to this issue. Issues have shown up in both the Southwest and Southcentral portions of the state so it's a widespread issue. The amendment process is not being done in a timely manner. When a project is delayed, some of the agreement timelines are expiring before the work is completed or an amendment is processed. FHWA has allowed full payment to date, but it needs to be addressed before funds are pulled.
- Steve Roark noted that Ahmer Nizam and other groups within WSDOT are also struggling with railroad approvals and getting agreements through their legal process in a timely manner.

4.) Steve and Linea reviewed the Annual Meeting Agenda. Updates noted below:

- Addition of COVID discussion to Kevin and Doug's presentation on budget and delivery.
- Changes of personnel on some of the subcommittee membership.
- Van has reached out to Senator Saldaña's Office to ask her to provide the Legislative Update and hopes to receive confirmation by next week.
- Jilma will co-facilitate the meeting with Steve.

5.) The Subcommittee Chairs provided the following updates:

- **Design-Build** – Art McCluskey noted that the subcommittee is working on updating their PowerPoint slides for the annual meeting and should be done by the end of this week. Topics introduced at their May 6<sup>th</sup> meeting include:
  - New electronic submittal of SOQ's and Proposals. This has not been implemented yet, though a demonstration was provided, and it will be implemented soon.
  - There was an explanation/overview of the Fish Passage Progressive Design Build project for the Olympic Region. The subcommittee will solicit questions over summer break.
- **Structures & Geotechnical** – Matt Lengyel noted that their last regular meeting was held on March 19<sup>th</sup>. Key topics include:
  - The subcommittee discussed WSDOT's plans to develop standard plans for fish passage projects. WSDOT estimates that 30-40% of the program could be implemented with a split box design feature. The team had an in-depth discussion and feedback on the topic. The goal is to release a contract for development of the standard plan by this summer or fall, with an expectation that split box culvert standard plan designs would be available for the 2022 construction season. Through these discussions WSDOT became aware that some agencies would not permit the use of fish passage box culvert designs with inverts, so the contract has been updated to include the development of standard culverts with a three-sided configuration.
  - 100-year service life design for concrete bridges.
  - Updates for composite arches.

- Updates to standard specifications that will be provided later this year.
  - Continued work on BDM chapter 15 and RFP 2.13 to reduce and refine the documents.
  - Held a shorter subcommittee meeting to discuss best practices for working in a remote or virtual environment. They are trying to look at best practices for the A&E industry. Consultant industry can change faster than the state, so perhaps the state can learn from consultant community as well. They will first be developing a FAQ from the Q&A, and then decide next steps at their next meeting.
  - Next subcommittee meeting is this Friday, May 21, 2021. They will develop goals for their 2021/2022 work plan and prepare their presentation.
- **Project Delivery** – Lisa Reid noted their last subcommittee meeting was on May 14<sup>th</sup>. Time was spent on introducing new members and discussing work plan efforts. She noted the following topics:
    - She has worked to align membership between WSDOT and ACEC. There are new members from WSDOT, Kevin Miller is the new subcommittee chair, replacing Mike Fleming. Amir Rasaie replaces Cathy George, who is now retired. ACEC added three new members: Heather Weeks, Don Sims, and Gary Lavinder. They have a couple back-ups for future rotations.
    - Sharing return to work plans including what WSDOT and ACEC members are doing regarding return to work practices.
    - Legislative update.
    - Measuring quality – Mark Gabel provided a presentation on how to measure quality and looking at work processes. If you follow your own quality processes including CVEP and CRA, you will get a quality outcome.
    - Looking at best practices regarding CVEP.
    - Reviewing recent WSDOT Design Manual changes and looking to see what’s changed in the new Design Manual.
    - Continuing their review of antiquated documentation, such as older forms.
  - **Business Administration** – Ahmer noted that their subcommittee continues to meet monthly. Key topics include:
    - How telework will play into business practices.
    - Sharing federal guidance on cost rate impacts, specifically related to overhead adjustments for those that received paycheck protection loans.
    - Check in on WSDOT consultant qualification process.
    - Update consultant planning review list such as Safe Harbor and audits.
    - Reviewed the latest on OEO updates.
    - Noted that the “WSDOT Projected Design Opportunities for Consultants” spreadsheet is updated every six months; it was last updated in February 2021.

6.) Steve and Van provided an update on Professional Liability Insurance Requirements as follows:

- Good progress made in the last year. The insurance can now be tailored to meet the needs of the project.
- A risk rating tool was developed, and the project can be looked at from low to high risk.
- Working on updating RFP insurance boiler plate language – expect that this will be resolved at the next meeting.
- WSDOT wanted to see Corporate Policies to validate the required coverage in the RFP. They now know it's not available on the industry side. WSDOT and ACEC teams are sharing info back and forth. WSDOT has an internal meeting next week, then will get back to ACEC on next steps.
- All parties are learning a lot about the insurance program. WSDOT better understands the need to right size the insurance requirements to meet risk needs and get good value for the cost.

7.) Steve and team identified the following action items and upcoming meeting schedule:

- Annual Meeting on June 16-17, 2021 – Steve will fine tune the agenda and send to Claire to update on ACEC's website. Registration is now open.
- Lisa suggesting that we provide similar Zoom backgrounds for each of the Subcommittee & Executive Liaison Committee members so that members can be recognized during the virtual annual meeting. All agreed it's a great idea. Lisa agreed to work on a template.
- The next Executive Liaison Committee Meeting will be scheduled in September. Steve will have a doodle poll sent out.

8.) The meeting was adjourned at 3:00 pm.