

**WSDOT/ACEC-WA BAS
Sub-Committee Meeting**

Tuesday, April 22, 2025 – 9:05 am to 10:10 am

Meeting Minutes

- 1.) Introductions/Safety – Erik briefly covered the agenda, and Iruka Anunobi provided the safety topic – construction zone driving safety.
- 2.) Consultant Agreements Exhibit C – Jeff Graham provided an update to the group on the transition from Inroads to Open Roads for design work and changes reflected in new Exhibit C that will be added to new agreements going forward. For existing agreements, if both parties agree CSO can do a supplement to the agreement to update the Exhibit C. For task order agreements, the parties can add notes to the task order if it will switch to Open Roads.
- 3.) CSO Update – Reminder to consultants about getting invoices in early for FYE and remind their subs of the same. Also reminded consultants to get their ICR and DL NTE requests in before the deadline. CSO will not honor late direct labor NTE increase requests after the deadline. Primes on the call requested a notice from CSO to share with the subs.
- 4.) Local Programs Update – Michele mentioned continual tweaks to the LAG manual and asked consultants to submit suggested edits as they see them. Local Programs is also working on their boilerplate agreements and asked that CSO share the most recent copy.
- 5.) Legislative Update – Erik a couple of right of way bills that passed and the implications to WSDOT.
- 6.) Round Table – Ron asked if there are efforts to move firms off of safe harbor that have been in the program a long time. Jarron mentioned that based on the volume of work with the agency, audit is notifying some firms safe harbor will no longer be an option for them.
- 7.) Rotating Members – Erik thanked our two rotating ACLs for their contributions to the group this year and encouraged all to join the annual meeting on June 5, 2025.
- 8.) The next meeting will not occur until September and we'll have two new ACLs joining the group.