**Innovative Contracting Advisory Committee**

**Meeting Minutes**

**January 20, 2011**

**Attendance**

Nabil Haddad, CDOT, Innovative Contracting Program Manager (Facilitator)

Scott Ellis, CDOT, Region 4 Resident Engineer

Keith Molenaar, CU Boulder

Elizabeth Kraft, CU Boulder

Ben Acimovic, CDOT, Region 1 Project Manager

Dave Poling, CDOT, Region 2 Program Engineer

Matthew Pacheco, Region 6 Project Manager

Jim Moody, CCA, Guest

Jeff Wassenaar, CDOT, Project Development Branch Manager

Neil Lacey, CDOT, Area Engineer

George Tsiouvaras, ACEC, TSH Consulting Engineers

Randy Jensen, FHWA Program Delivery Engineer

Kathy Young, State of Colorado AG’s Office

Josh Laipply, AECOM/Bridge Enterprise, Guest

Mark Vessely, Shannon Wilson, Guest

Martin Holt, IHC, Guest

Via Telephone: Ed Archuleta, Region 5 Resident Engineer

Joe Elsen, Region 3 Program Engineer

**Summary of Discussions**

Nabil thanked CU Boulder (Keith and Elizabeth) for hosting many ICAC members and some guests on January 6, 2011 for the Project Delivery Matrix workshop.

Keith mentioned that he will send the draft matrix to the group to solicit their comments before compiling the final document. Nabil will collect the CDOT/FHWA/AG/BE comments. George Tsiouvaras will collect the ACEC comments, and Jim Moody will collect the CCA comments. All comments will be ultimately sent to Keith.

It was agreed to schedule a CDOT/Bridge Enterprise Risk Workshop and invite as many as 50 people. The workshop was scheduled for February 24, 2011, from 1 pm until 3 pm at the HQ Auditorium. It was agreed to invite about 15 ACEC/CCA members, and the rest will be from CDOT, FHWA, AG’s office and the Bridge Enterprise. The goals of this workshop are to discuss risk management in general, emphasize its importance, and introduce the Project Delivery Selection Matrix. A BE project will be used as an example to showcase the Project Delivery Selection Matrix and the Risk Analysis. Keith and Nabil will work on an Agenda for the workshop.

The following individuals/representatives and champions were named for the following subcommittees:

* Templates and Standard Contract Committee (Book 1):
  + CMGC subcommittee: Jeff Wassenaar (Champion), Ben Acimovic, David Wells (Possible), Buck Belzer, Kevin Delva, Kathy Young, George Tsiouvaras, Treya Representative (Possible)
  + D-B and SDB subcommittee: Kathy Young, Nabil Haddad, Matthew Pacheco, Josh Laipply, Dave Poling, Dave Stevenson, ACEC member, CCA member. No champion was assigned yet.
* Quality Programs subcommittee: Dave Poling, Matthew Pacheco, Martin Holt, Fred Holderness, Elizabeth Kraft, CCA member. No champion was assigned
* Technical Requirements subcommittee (Book 2): Matthew Pacheco (Champion), Scott Ellis, George Tsiouvaras, Dave Stevenson, Dave Poling, ACEC member, CCA member
* Updating Manuals: Nabil Haddad (Champion), Ben Acimovic, Ed Archuleta, ACEC member, CCA member

It was agreed that there is currently no need for an insurance requirements subcommittee, and to defer this subject to a later date since the CDOT OFMB office and the Risk Management office are tackling insurance issues from an organizational standpoint.

The following individuals were also identified to be members of a Quick Action Teams (QAT) to discuss the following topic:

* Alternate Design: Neil Lacey (Champion), Jim Moody, George Tsiouvaras

It was also agreed that combining stipends, single step v. two steps, and Best Value Scoring may be beneficial since all these topics are addressed in the Instructions to Proposals (ITP). Matthew Pacheco agreed to share a White Paper the US 285 project team crafted at the beginning of the project highlighting the benefits of stipends. This would be a good start for any QAT that want to tackle this topic in the future.

For upcoming projects, Nabil informed the group that the Chief Engineer suggested a statewide meeting/workshop with CDOT PE III’s after the Project Delivery Matrix is finalized, and after the February 24 risk workshop. The purpose of this workshop is to brainstorm with the Program Engineers on their 2 year STIP regarding their upcoming projects in their Regions. This workshop will offer them the ability to strategically think about what projects they may have that can be delivered using one or more innovative contracting techniques. More to come on this workshop.

Finally, Randy Jensen has offered FHWA’s full support of all these efforts including all subcommittees, and mentioned that FHWA is willing to pull resources as needed to successfully accomplish all of the subcommittees and QAT goals.

**Action Items**

Keith will send the draft Project Delivery Selection Matrix to Nabil, CCA, and ACEC to obtain comments/edits and then summarize them in a final document.

Keith will work with Nabil on a preliminary agenda for the February 24, 2011 Risk Workshop

**Next Meeting**

Thursday, February 17, 2011, from 10:00 am until 11:45 am

CDOT HQ Bridge Conference Room 107B, 1st Floor