

ACEC/NHDOT CONSULTANT QUALITY INITIATIVE (CQI) Meeting

Meeting Minutes – March 15, 2023
1:30 -3:00 PM

Meeting Location: Highway Conference Room

In Attendance:

Bill Oldenburg, NHDOT (Chair)
Mike Long, MJ (Co-Chair)
Kevin Nyhan, NHDOT
CR Willeke, NHDOT
Jim Marshall, NHDOT
Chris Mulleavey, HTA
Rob Faulkner, CHA

Darren Blood, GM2
Marty Kennedy, VHB (Scribe)
Loretta Girard Doughty, NHDOT
Alex Koutroubas, ACEC
Tobey Reynolds, NHDOT
Nickie Hunter, NHDOT

Unable to attend:

JoAnn Fryer, F&O

1) February CQI Meeting Minutes were accepted.

2) Topics of Discussion:

a) Update on Subcommittees

Contracts – Darren stated that the Subcommittee met on March 2nd. The discussion centered on the preliminary design divisions of work. Next meeting is April 5th where work will continue with development of the standardized scope of work for preliminary design.

Bridge – Lorretta noted that the Subcommittee met on March 10th. Added a new member. PCI Workshop is scheduled for April 17th. Statewide Bridge On-call short list has been determined - notices will be going out shortly.

Highway – Jim explained that because he's been busy (last two meetings have been cancelled) and he hasn't been able to attend all meetings, the new plan moving forward is to have the consultant co-chair (Brian Colburn, MJ) work with Jim on setting the agenda in advance of meetings and then if Jim is unable to attend, the meeting won't need to be cancelled and the co-chair will lead the meeting.

b) Update on SWPPP plan review thru NHDES

Kevin Nyhan reviewed the issue he discussed at the last meeting where SWPPP preparers are concerned that ECPs do not go far enough resulting in DES needing to approve them during construction. This results in them pulling the SWPPP apart to submit the ECP to DES. Kevin met again with AGC. Kevin noted that the issue where DES requires 2' contours in their checklist is closer to being resolved. The hope is to have standard procedures in place for this construction season that provides sufficient detail (through the Stream Diversion, Erosion Control, and

Mixing Zones) when the application is submitted, so that it will not be necessary to obtain DES approval during construction.

c) Website Postings

Bill noted that it has been over a year since the Department has been able to post short lists on projects being solicited. Posting the information is complicated by the fact that all state agency websites are being updated using Drupal. Until the DOT website is updated, they are looking for another way to make the shortlist information available – possibly a link. Cannot say for sure what that will be or when it will be available.

d) Project Delivery Plan Implementation

Bill explained that he is currently drafting text to be included in Article 1 that refers to the consultant's responsibility with regard to quality control and the additional responsibility in leading the collaborative meetings with Department staff. This level of responsibility would need to be included in the project scope of work and negotiation on hours.

This was followed by a discussion on what is meant by a collaborative meeting. These collaborative meetings, attended by key Department staff and key Consultant staff, are to be held well in advance of formal submissions. The Consultant will update Department staff on the project status and their approach to various design issues followed by an open and collaborative discussion with Department staff and the Consultant team sharing their thoughts and suggestions on how best to advance the design.

3) LPA Topics

C.R. Willeke noted that the Department sent letters to communities announcing the availability of local bridge funding for sixty-five poor condition red listed bridges. To-date, twenty-six communities have applied for the funding.

4) Other Items

Alex provided a brief update on the status of the Governor's proposal to merge the PE and LS Boards (reducing the representation of engineers and surveyors on the licensing boards), and eliminating the licenses for landscape architects, soil scientists, and wetland scientists. ACEC-NH is opposing the proposal.

5) Next Meeting – Wednesday – April 19, 2023