



DPW/ACEC COMMITTEE MEETING MINUTES
October 18, 2017; 9:00 a.m. – 11:00 a.m. (EDT)
Indianapolis DPW, 1200 S. Madison Avenue – Washington Room



1. Welcome & Introductions

2. 2017-2018 ACEC/DPW Committee Members: (see attached attendance sheet)

3. Meeting Goals:

- a. Establish DPW Contacts for Subcommittees
- b. Draft Subcommittee Goals

4. 2017-2018 Subcommittee Updates:

a. Diversity

- i. Advance the XBE program by increasing the use of XBE's as prime and creating a minimum fee threshold for the non-XBE primes before XBE goals are mandated.
- ii. Members:
 - 1. Jill Palmer (Chair) Shrewsberry & Associates
 - 2. Rich McPhail Hanson Professional Services
 - 3. Jason Doan The Etica Group
 - 4. DPW Representatives
 - a. Melody Park – committee should work through Melody, but may also include participation from Maxine Russell or an individual from the Mayor's Diversity Office; also Angela Smith Jones or Fahad Bag
- iii. First meeting is tentatively planned for week of October 23, 2017
- iv. Committee is hoping to encourage a more strategic approach to when and how to include XBE goals on projects
- v. Diversity Networking Fair – Oct. 26, 2017 @ 3:00pm @ Willows of Westfield – sign-up on ACEC website

b. Funding

- i. Assist the City in advancing at least one new infrastructure funding source
- ii. Members:
 - 1. Bill Hall (Chair) United Consulting
 - a. Michael Rowe attended as proxy for Bill
 - 2. Kevin Jasinski RQAW
 - 3. Zach Wolf American Structurepoint
 - 4. DPW Representatives
 - a. Melody Park
 - b. Dan Parker
- iii. Committee will be working in tandem with ACEC Transportation Funding Committee. To date, there have been no epiphanies about additional funding sources, although a number of alternative funding mechanisms have been identified in prior years. Last year the committee sponsored a salary survey to compare DPW and INDOT data.

- iv. Dan Parker noted DPW is looking at the funding implications with the completion of the North Levee project. They are considering a flood control improvement district to capture the property taxes for those properties that move out of the floodplain as a result, with the intent to be able to use the funds for similarly designated areas. There may be benefit in ACEC/DPW members providing additional input. Beth Bauer requested that DPW provide a draft of any proposal & she will share with this committee and with the ACEC Government Affairs Committee.

c. Sustainability/Stormwater

- i. Assist the City in establishing stormwater standards and specs that are routinely incorporated into projects.
- ii. Coordinate with traffic, transportation, stormwater and sustainability standards and specs
- iii. Members:
 - 1. A.J. Fricke (Chair) Christopher B. Burke Engineering
 - 2. Zach Wolf American Structurepoint
 - 3. Eduardo Calderin Butler, Fairman & Seufert
 - 4. Whitney Neukam DB Engineering
 - 5. DPW Representatives
 - a. Rachel Wilson
 - b. Mark Zwoyer
 - c. Larry Jones
- iv. DPW will need assistance with drafting the required ordinance changes. Note that DPW will be following INDOT's LOI process, including for preparation of environmental documents. There will need to be some training developed associated with the new standards – the committee anticipates a session about erosion control at the RPR Conference, focused on stormwater, traffic, drainage, etc.
- v. Katie Robinson is preparing a Resiliency Study – perhaps there is some overlap.
- vi. Note that Green Infrastructure is a small part of what the stormwater group does, although there are substantial portions of their work that are universal.
- vii. A suggestion was made to change the name of this committee to “Standards” Subcommittee.

d. Pavement

- i. Organize a pavement design/maintenance seminar that can be an annual event.
- ii. Evaluate DPW specific pavement designs
- iii. Members:
 - 1. Kevin Jasinski (Chair) RQAW
 - 2. Mary Jo Hamman Michael Baker International
 - 3. DPW Representatives
 - a. David Borden
 - b. Potential to include someone from DPW Operations (Ronnie Rhoton or Tim Joyce)
- iv. The committee hosted an industry sponsored conference in February 2017
- v. Future presentations, perhaps to include more robust discussions of design and maintenance concerns.

- vi. DPW has a slightly higher budget to address maintenance concerns next year. They may be open to concrete options, including the possibility to use thin concrete overlays. Life Cycle Cost analysis will play more of a roll for future rehabilitation projects. Note that challenges with concrete options relate to the long term maintenance, as the Operations group is not really equipped to provide regular maintenance on this material.
- vii. Note that the change in the RAP percentages seems to be yielding much better results; noticeably fewer brittleness & cracking concerns.
- viii. The committee has not included Geotechnical representation in the past, however all see it as a wise move to include this discipline.

e. RPR Training

- i. Expand and improve the annual RPR Training
- ii. Assist DPW in rolling out new Construction Management Software
- iii. Members:
 - 1. Mark Beck (Chair) Crossroads Engineers
 - a. Chip Charles attended as proxy for Mark
 - 2. Jason Hesler Certified Engineering
 - 3. Mike Cox Beam, Longest & Neff
 - 4. DPW Representatives
 - a. David Borden
 - b. Rick Brost
 - c. Todd Wilson
- iv. DPW intends to roll out a new software, CIP (similar to SiteManager), in June 2018
- v. The committee intends to provide clarification for what is included in the Final Construction Record (FCR).
- vi. Dates for the RPR Conference – need to identify 2-3 options and coordinate with ACEC to reserve venue & finalize.

f. As-Built/Asset Management

- i. Assist DPW with standards and contract (construction) language for As-Built Plans, determine who provides As-Built Plans (designer or RPR), what is to be include in the As-Built Plans and the level of accuracy.
- ii. Members:
 - 1. Bruce Mahlie (Chair) Corradino
 - 2. Kevin Jasinski RQAW
 - 3. Bill Hall United Consulting
 - 4. Jill Palmer Shrewsberry & Assoc.
 - 5. DPW Representatives
 - a. Rachel Wilson
 - b. Andrew Dunkman
- iii. DPW recently decided that designers will be responsible for preparing the formal As-Built plans.

- iv. The DPW GIS Data Submittal Standards are being refined now; publication is expected soon. American Structurepoint has been asked to review these at 50% complete. Future reviews opportunities will be extended to the full committee.
- v. Subcommittee will have run its course following standards update.

g. Designer Training (NEW)

- i. Develop an annual training session similar to the RPR Training, but aimed at designers. Focus on changes in standards and specs, lessons learned from past projects, information gathered and provided by DPW Operations, etc.
- ii. Members:
 - 1. Roger Kottlowski (Chair) Commonwealth Engineers
 - 2. Kelli McNamara WSP
 - 3. Mary Jo Hamman Michael Baker International
 - 4. DPW Representative
 - a. David Borden
 - b. Mark Zwoyer
- iii. The committee is asking for an “Action List” from DPW – what topics does DPW see as necessary? Response during discussion was that any training should address standardization as much as possible.
- iv. Laying out the main milestones as they relate to scoping should be standard operating procedure.
- v. Note that with the advent of the CIP, DPW has their own subcommittee where they are exploring new pay items. This should be included with this group’s work
- vi. The inaugural training session should be targeted for Fall of 2018.

h. DPW Operations (NEW)

- i. Goals/Ideas:
 - 1. DPW to invite Operations staff to ACEC/DPW Committee Meetings
 - 2. Evaluate data and cost of maintenance
 - a. Identify “lessons learned” from long-term maintenance issues that can be shared with designers
 - 3. How to predict long-term damage to local streets due to large INDOT projects?
 - 4. Evaluate “new” maintenance strategies to extend life of infrastructure
 - 5. Opportunity for ACEC and APWA to work together?
- ii. Members:
 - 1. Chris Franz (Chair) DLZ Indiana
 - 2. Ron Miller Cornerstone Engineering
 - 3. Bill Leber Wessler Engineering
 - 4. DPW Representative
 - a. John Oakley
 - b. Anthony McDaniel
 - c. Long Nyugen
 - d. Rachel Wilson
 - e. Tim Joyce
 - f. Ronnie Rhoton

- g. David Borden
- h. Steve Quick (Union Rep)
- iii. Note that all Operations personnel are unionized and it will be important to understand what they can and will do will be important for this committee.
- iv. David Borden has been looking at the possibility of using full depth reclamation (FDR) to maintain alleys. Alley maintenance falls to DPW to maintain, however they are not considered assets, nor do they collect any revenue on them. Comparing costs between what a contractor would charge and DPW costs has been a focus. The hope is to maximize manpower and equipment.
- v. There may also be opportunities related to pothole patching and crack sealing.
- vi. The committee should reinforce maintenance needs within the design process.
- vii. All levee and channel work will now be the responsibility of DPW (previously with CEG).
- viii. This committee will overlap with Asset Management and As-Builts, specifically based on the types of work orders they receive.
- ix. Committee may also overlap with Design related to what works well and what may need improvement.

5. Comments and/or Program Updates:

- a. Dan Parker
 - i. Dan is focused on the structure of the department and freeing staff up to focus on their respective roles.
 - ii. DPW's budget is expected to grow over the next three years, as the Mayor plans to release some of the Rainy Day funds during this timeframe. The initiative on streetlights will also generate significant revenue. Other highlights of his agenda include finalizing the agreement with CEG, working on an MOA with IndyGo as the BRT lines are built, and internalizing the Operations group.
- b. Tim Joyce
 - i. Not in attendance.
- c. Melody Park
 - i. Not in attendance.
- d. David Borden
 - i. David is focusing on Inspection – he's looking forward to preliminary training through RPR and planning for You-Tub tutorials for training modules. He wants to be sure that inspectors have the tools at their disposal to provide all of the data required and is expecting credible data management.
 - ii. Feels that they are in better shape this year than they have been in the past – almost everything is on schedule. They plan to roll out the new pay item catalog & plan to Beta test during the first few months of 2018, with general roll out of the RPR Manual & Construction Records guidance to be updated just before the RPR Training in 2018.
- e. Larry Jones
 - i. Recognize that the "e-verify" form has changed.
 - ii. They are focused on updated the General Conditions of their standard contract – this should be distributed around the first of the year.

1. There are no technical changes, just relocations from “special” modifications to “general” modifications to the standard terms.
 2. This does require consultants (both design & construction) to bill monthly. They are mimicking the INDOT process.
 3. They are planning to identify a thresh hold need for XBE goals on any amendments being advanced. For On-Call contracts, they have been looking at the payroll statements to see how contracts are using the XBEs – this is really the consultant’s responsibility and it should be maintained and managed throughout the life of the job.
 4. Reinforced that XBE goals come up for discussion at every board meeting. This is important to the agency.
- f. Rachel Wilson
- i. Nothing more beyond the topics previously discussed.
- g. Long Nguyen
- i. Long indicated that Mark Zwoyer has been providing Design Memos, however it doesn’t appear these have been making it to the committee membership. These will be forwarded to ACEC for distribution to the full organization.
- h. Angela Nicholson
- i. Nothing more beyond the topics previously discussed.
- i. Mark Zwoyer
- i. Nothing more beyond the topics previously discussed.
- j. Engineer’s Week for Local Schools is set for February 19-23, 2018. There will be a call for assistance from DPQ, CEG & ACEC membership.

6. Potential Next Meeting Dates:

- a. Carl will coordinate with DPW regarding potential dates in January 2018
 - i. Wednesday, January 3, 2018
 - ii. Wednesday, January 17, 2018

7. Conclusion

- a. Subcommittee Chairs to send out meeting dates & minutes of those meetings to Carl for inclusion on the ACEC website.



DPW/ACEC Committee Meeting Attendance

Last Name	First Name	Email	Phone	2017	2018		
				Oct. 18			
Bauer	Beth	bbauer@acecindiana.org	317-637-3563	X			
Beck	Mark	mbeck@crossroadengineers.com		CC			
Borden	David	david.borden@indy.gov	317-327-2683	X			
Calderin	Eduardo	ecalderin@bfsengr.com		BZ			
Camacho	Carl	CCamacho@lochgroup.com	317-222-3880	X			
Cox	Michael	mcox@b-l-n.com		GDV			
Day	Jonathan	jday@hwcengineering.com	317-281-1690	X			
Doan	Jason	jdoan@eticagroup.com		X			
Franz	Chris	cfranz@dlz.com	317-532-8270	X			
Fricke	A. J.	africke@cbbel-in.com					
Hall	Bill	billh@ucindy.com		MR			
Hamman	Mary Jo	mhamman@mbakerintl.com	317-663-8190	X			
Hesler	Jason	jhesler@certifiedengineering.com					
Hinton	Mike	MHinton@lochgroup.com	812-479-6200	X			
Jasinski	Kevin	kjasinski@rqaw.com	317-775-5101	X			
Jones	Larry	larry.jones@indy.gov		X			
Joyce	Tim	tim.joyce@indy.gov					
Kottlowski	Roger	rkottlowski@contactcei.com	317-888-1177	X			
Lawlor	Larry	llawlor@fveng.com		N/A			

