February 18, 2021

ACEC | Indianapolis Department of Public Works Committee
ACEC Indiana

Reference: Meeting

Subject: ACEC - Indianapolis Department of Public Works Committee Meeting 2020-2021

Indianapolis Department of Public Works Committee,

A virtual meeting was held on December 14, 2021 11:00 am (EST) on the above referenced subject.

The following items were discussed during the meeting:

1. Dave Henkel opened the meeting with the introduction of attendees including DPW representatives
2. Dave Henkel asked DPW representatives for comments. Mr. David Borden provided the following comments:
   - A new RFQ is anticipated to be distributed the 1st or 2nd week of March, 2021. It will be design heavy than construction services
   - Jill Palmer is now a full-time DPW employee
   - DPW is still in need of new full-time employees and staff augmentation
   - 3 DPW staff members were lost to early retirement and haven't replaced them yet
   - Ms. Ericka Miller commented that they are hoping to get new hires on board soon and are relying on consultants for assistance including plan review
3. Sub-committee 2020-2021 Chairs provided updates
   - Funding: Zach Wolf, Chair
     i. The funding subcommittee and DPW personnel met on February 3, 2021
     ii. The subcommittee was able to connect with several other municipalities to investigate their funding streams DPW could consider
        - No big, new or innovative ideas came out of the study
        - Mayor Hogsett does not plan to increase taxes until additional studies are conducted pertaining to the Indianapolis 'donut' counties participating in usage of roads and bridges
        - Still looking for funding streams and options
        - Dave Borden mentioned DPW has undertaken an Asset Management program and have a much better understanding of the dry side assets at this time. This data is helping formulate a good argument for funding needs
        - Rachel Wilson commented that IndyGo's initiatives will help roadway construction needs in the area
• **Standards:** Chris Franz  
  i. The transportation standards review is moving forward and portions have been completed. They are moving forward with the remaining chapters and hope to have it finalized by October, 2021.  
  ii. David Borden commented that the standards have not been updated in years and this initiative will bring everything up to date to current standards.  
  iii. The stormwater standards still need some minor revisions before completion.  
• **Diversity:** Rich McPhail  
  i. Committee is on hold at this time  
• **Designer Training:** Roger Kottlowski  
  i. The subcommittee had a good meeting last week with DPW staff.  
  ii. The 2021 workshop is scheduled to take place the week of September 15th, 2021 at the Willows in person with the option of attending virtually.  
  ii. Topics are being put together now and are anticipated to cover a broad range of topics.  
• **RPR Workshop:** Jesse Combs  
  i. The RPR training was conducted last week  
  ii. There were 174 participants in attendance. The survey results showed positive feedback overall and received comments for future topics to consider.  
• **New Normal:** Steve Chastain  
  i. The working remotely research is ongoing and plan to distribute a questionnaire to member firms to gain feedback on key topics. When completed, the data is planned to be consolidated and distributed to the group.  
  ii. The virtual conferences and training research is nearly completed and will be providing the group a resource document in the form of a PDF which can be distributed to the group.  

4. Miscellaneous items were discussed:  
• David Borden stated that the e-invoice and e-contract system is really rolling out now. Update on consultant training and formal rollout coming soon. Most all new contracts will be in the e-contract format.  
• DPW is wanting to hire 10 new FT staff members in 2021  
• Mr. Todd Wilson commented that DPW would expect any consultants performing RPR construction inspection services for stormwater projects should have INDOT CTP certifications. Inspectors are not required as long as they are working under an RPR with the certifications.  

5. Beth Bauer gave a legislative update  
6. Meeting adjourned

Sincerely,

[Signature]

Steve Chastain, Secretary  
Business Development Manager  
CTL Engineering of Indiana, Inc.

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