



St. Louis County Department of Transportation
ACEC/MO Liaison Committee Meeting



October 10, 2019
10:00 am to 11:30 am
Location: 1050 North Lindbergh Blvd
Creve Coeur, Missouri 63132

Minutes of Meeting

ACEC/MO Liaison Members

Mike Banashek – Horner & Shifrin-**Absent**
Mike Erdtmann - GBA
Shawna Erter – SCI Engineering-**Absent**
Howard Gotschall – Hanson
 Todd Artz (attending) - Hanson
Dave Maxwell – HR Green
Tim Nugent - CDG
Bob Orr – SE3
Frank Weatherford - TranSystems

Saint Louis County Members

Dan Dreisewerd
Brian Gettinger
Glenn Henninger
John Hicks-**Absent**
Joe Kulesa
Stephanie Leon-Streeter
Ted Medler
Kori Neely
John Shrewsbury
Adam Spector
Pam Thebeau
Jack Thomas-**Absent**
Larry Welty

- 1) Introductions
- 2) Overview of ACEC and purpose of Liaison committees
- 3) Director Update:

Currently, St. Louis County is going through the budgeting process. 3,100 lane miles are maintained. Estimates are approximately \$62 million is needed annually to preserve this portion of the County’s assets. \$45M was spend in 2019 and it is expected that only \$28M will be spent annually going forward until additional funding sources are defined and staff are hired. This year due to staffing issues, only 2/3 of the needed projects will be delivered.

East-West Gateway Council of Governments project scoring system has changed how St. Louis County competes for federal funds. Previously, the County could fund projects with an 80% federal / 20% local match. Now, projects are funded at a 50% federal / 50% local match. This greatly affects how much work the County can fund annually.

4) Dept. of Transportation Staff Update:

Staffing is the County's #1 concern. Currently they are short by 5 design staff (no signal engineer, no preservation group, short on planners, and 1/3 of roadway engineers) and 45 maintenance staff. Difficult identifying people for snow removal. Main issue with hiring is the pay structure within the County.

5) New St. Louis County "Cone of Silence" Ordinance:

Copies of the ordinance were distributed before the meeting. Because of the ordinance, any communication regarding active procurement by St. Louis County must be in writing through the County's point of contact listed for the procurement. Specifically for engineering RFQs, the point of contact is listed in the request.

No verbal communication is allowed (except for contract negotiation) from the time an RFQ is available until the work is under contract.

County staff, except for the point of contact, cannot discuss active procurement (RFQs, Construction letting, purchase orders, etc.) If inappropriate communication happens prior to selection, the consultant will be disqualified and the County employee will face disciplinary action.

6) M/WBE & Diversity Update / program implementation:

Added to the RFQ process, a draft M/WBE plan will be included. All subconsultants must also sign a "Notice of Intent" to be included with the statement of qualifications.

The Office of Diversity will be tracking payment to subs. More information will be shared when it is available.

7) Standardized Agreement for new consultant projects: M/WBE goals

The new agreement includes updated M/WBE requirements for "Good Faith Effort" to be judged by the Office of Diversity.

Liquidated Damages will be assessed the project M/WBE goals are not attained. The goals will be based on the information provided in the statement of qualifications.

The County will start providing consultant reviews for the work they perform. St. Louis County would like examples regarding the detail and information consultants would like included in the review process. Also, they would like feedback on how reviews of subconsultants should be handled. ****Action Item****

8) Consultant Design Opportunities (Posted to St. Louis County Website 9/16/19)

9) New Design Criteria Manual:

This has been an item on the County's to-do list for a while and has new life. The purpose is to bring their documentation in line with current standards and practices.

10) Microstation Workspace / ProjectWise Updates:

The County uses (but does not require consultants to use) InRoads SS2. Managing survey data is the primary issue they remain on this platform.

The ultimate goal is migrate to MoDOT's workspace when they move to Open Roads Designer (Connect Edition.)

The County is moving toward requiring a digital seal on PDFs. An issue that needs to be resolved is how to handle the situation when multiple seals are required on a single document. ****Action Item****

11) Subsurface Utility Engineering on Consultant Contracts:

The purpose of this requirement is to identify work and set expectations regarding the utility engineering. Various levels of utility identification is in the contract on an as-needed basis.

Preliminary plans need to include utilities based on APWA color plotting requirements.

Consultants are encouraged to look for utility partnering opportunities. Examples include identifying property needs for both County and utility improvements so landowners only need to be approached once instead of multiple times for a project.

12) Consultant Plan Quality (not discussed)

13) Political donation and solicitation policy discussion:

Companies and their employees cannot donate to St. Louis County political campaigns.

14) Feedback from 9/18/19 Vendor Fair:

County feedback was positive. None of the consultants in this meeting attended the vendor fair. ****Action Item**** Provide feedback for how the vendor fair could be improved for next year. IF you did not attend, why not?

15) Other

- a) Design Workshop: ****Action Item**** Need ideas for type of workshop
- b) Construction needs: None at this time.
- c) Action Items: See above.