

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

August 21, 2018

**Location: 1050 North Lindbergh Blvd
Creve Coeur, Missouri 63132**

Minutes

ACEC/MO Liaison Members

Mike Banashek – Horner & Shifrin
Mike Erdtmann - GBA
Shawwna Erter – SCI Engineering
Todd Artz – Hanson (For Howard Gotschall)
Chris Linneman – EFK Moen
Dave Maxwell – HR Green
Bruce Schopp – Oates Associates

Saint Louis County Members

Jim Dietzel
Dan Dreisewerd
John Eddington
Glenn Henninger
Dan Howell
Joe Kulesa
Stephanie Leon-Streeter
Ted Medler
Kori Neely
John Shrewsberry
Adam Spector
Pam Thebeau
Jack Thomas
Andrew Williams
Larry Welty

The meeting began at 9:30 am.

- 1) Introductions were made around the room.
- 2) Chris Linneman provided an overview of ACEC and purpose of Liaison committees.
- 3) Dan Dreisewerd provided a Director Update:
 - a) The County has submitted their executive budget to the Council. They have determined a \$62M need to maintain the existing system. The budget for 2019 asks for \$44M but could be cut from that amount. There is therefore a shortage of funding to maintain the system. After 2018 and 2019, consultant contracts are expected to reduce from what they have been the last few years.
 - b) The Department has lost a significant number of staff in the past year and has a difficult time finding quality candidates to fill open positions.
 - c) A new Equity Ordinance was passed which was discussed later in the meeting.
 - d) The County has noticed a reduction in quality in the plans submitted by consultants. The County expects that plans should be thoroughly checked and reviewed internally by the consultants prior to any submittals. There have been numerous mistakes on recent plan sets that have caused delays in both construction and design. The County would like to see an improvement made in this area.
- 4) County's new Equity Ordinance – Amendment to Chapter 107

- a) Update from Jack Thomas, County Chief Diversity Officer
 - i) Jack Thomas began in July of 2018 as the County's new Chief Diversity Officer. The new Equity Ordinance has a 16% MBE goal and a 15% WBE goal for a combined 31%. The current ordinance includes a 15% incentive for M/WBE firms as prime consultants submitting qualifications on professional services projects. The County has since determined this does not follow Qualification Based Selection (QBS) rules and is looking at modifying the language. The County will be looking at new ways to track M/WBE use on all projects. The County has a strong interest in M/WBE's priming projects or teams exceeding current goals.
 - (1) The ACEC group will provide some examples to Joe Kulesa on how other agencies track M/WBE use.
 - ii) There will be two different sets of rules applied depending on the project. Projects where design funds are federally funded will follow the DBE goals as set by MoDOT. Projects where the design funds are County funded will follow the M/WBE goals as set by the County.
 - iii) Joe Kulesa mentioned that solicitation timeframes will be longer on future projects to allow more time for teaming arrangements to meet the new M/WBE goals. The County would like to see quicker negotiation times for projects. Some consultant negotiations have taken excessively long times.
 - iv) The County is not looking at setting workforce diversity goals at this time.

- 5) Dept. of Transportation Org. Chart / Staff Update
 - a) Ted Medler and Joe Kulesa provided an update
 - i) Glenn Henninger moved from Traffic to Highway Design
 - ii) John Eddington is the new Right of Way Manager
 - iii) Tobi Moriarty moved from Area Engineer to the Parks Department
 - iv) John Shrewsberry is the new South Area Engineer
 - v) Adam Spector is the new North Area Engineer
 - vi) Kori Neely moved from Area Engineer to oversee GIS, traffic and budgeting
 - vii) The design group has a few positions still to fill.

- 6) Standardized Agreement for new consultant projects
 - a) The County has recently standardized their contract templates for both County funded and Federally funded projects.

- 7) Impact of Proposition D – Gas Tax Increase
 - a) If passed in November, the County expects to see an additional \$6 million in road funding once the full increase is in effect (\$1.5M/yr increase for 4 years). This does not come close to closing the gap on their funding needs. These funds will likely be spent on subdivision street maintenance. The newer E/W Gateway funding criteria does not favor the standard road and bridge maintenance projects that the County has been successful with in the past. This results in a decrease in the projects that can be funded due to less federal funding.

- 8) Consultant Design Opportunities
 - a) The County has 6 bridge projects and 3 roadway projects coming out soon. The County's website will be updated soon with more details. All projects are federally funded except the design portion of the Bayless Bridge project.

- 9) Consultant Construction Engineering Opportunities

- a) No consultant construction engineering / inspection opportunities are expected in the near future. Turnover on the construction side has not been a problem like it has with engineering.
- 10) Design-Build / Alternative Delivery Outlook
- a) No design-build opportunities are expected in the near future. Aubuchon Road is a possible candidate for a future design build project to improve flooding issues, but no funding is in place.
- 11) Status of use and publishing of the New Design Criteria Manual
- a) Consultants should continue to use the new Design Criteria Manual, but no date has been set to officially publish it on the County's website.
- 12) Microstation Workspace / ProjectWise
- a) The County still sees updating Microstation as a priority, but loss of staff and changing of roles has limited the resources that can work on this. The County tried to implement Projectwise last year but it got cut from their budget. They have asked for it again this year.
- 13) Consultant evaluations / feedback after projects are completed.
- a) The County does not intend to provide formal consultant evaluations at this time.
- 14) Consultant Fixed Fee Invoicing
- a) Ted Medler stated that consultants should list fixed fee amounts in invoices based on percent complete and not just treat it as a multiplier to labor invoiced. Most consultants are providing backup as to how they determined percent complete and that has been working well.

The meeting concluded at 10:45 am.

Minutes by Chris Linneman