

ACEC/ITD Liaison Committee

Meeting Minutes

October 26, 2022

3:00 – 5:00 PM

ITD HQ C1 American Falls Conference Room and Teams Meeting

ATTENDEES

In-person: Monica Crider (MC), Mohsen Amirmojahedi (MA), Justin Pond (JP), Blake Rindlisbacher (BR), Bryan Foote (BF), Ryan Olsen (RO), Heather Carroll (HC), Paul Wasser (PW), Justin Walker (JW), Tim Blair (TB)

On-line: Bill Russell (BR2), Bob Beckman (BB), Paul Ashton (PA)

(Note: Monica introduced Mohsen who will be assisting her and mentioned that additional grants officers are being hired.)

NEW BUSINESS

1. How can we make the committee more effective (Bryan)

- a. **Smaller agenda?** BF suggested preparing an agenda with focused topics to ensure value-added.
- b. **Other ITD staff attending?** Meeting should include Dan McElhinney (Dan had other commitment today). MC said no need for separate meeting with others. She sends out email to group leads for input on the agenda items. Also discussed including DE's more often. Decided to hold next meeting with DE's later in January. Possibly coordinate with the HILT meetings.

MC suggested that meeting every 3 months would be good timing. The committee agreed that meeting in-person is a better format. Agreed to hold meeting at different locations (consultant offices and ITD). MC asked that we send the draft agendas and minutes to both her and Mohsen.

MC working on RFP Forecast – intended to post week of meeting.

BF has been chair for a few years, so ACEC will likely have a new committee chair soon.

2. Update on new information on the new Federal Infrastructure Bill and effects on ITD's program? (ITD, Blake)

BR said Infrastructure Investment and Jobs Act (IIJA) funding is currently in the Program but not yet officially designated. If you are working on a Fed funded project right now, then you are using IIJA funding. Referenced other current funding sources – State budget surplus and TECM Bonding. ITD has more projects under development than has funds for . . . \$150M in unfunded projects.

Bridge program being run through LHTAC. Idaho has \$45M in bridge funding from infrastructure bill.

BR mentioned the Carbon Reduction Program (\$50M) has until 2023 to figure out program. ITD recognizes that State will not have a robust transit program. Doing a study to resolve the semi-truck parking problem which is eligible for CR money. Thinks this will offer bigger gain in carbon reduction than buying buses. Still lots of unknowns and questions.

Mentioned NEVI Feasibility Study – Need/Power/Facility/Interest (\$30M program). Mentioned PROTECT and Greenhouse Gas programs.

ITD working with DEQ and Governor's office. Leading Idaho 60/40 split on-going.

3. Right of Way RFP (Justin Pond)

ITD listed two projects, SH-55 (122 parcels) & 20/26 (113 parcels) for full-service R/W, including appraisal and negotiations. ITD has list of licensed appraisers and negotiators and relocators.

Proposals due Nov. 29 (QBS). Planned to hold special meeting Oct 31 via Teams. ITD hoping for outside support.

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4. Term agreement cap and (\$1.5 mil.) direct select cap of \$100K needs to be reevaluated (Paul and Dan)

The cap for term agreements has not been looked at for 12 – 13 years. BR suggested that maybe ITD can do a better job planning RFPs and RFIs.

MC mentioned that there are 100 +/- consultants on the term agreement list with 2 capped out and 3 or 4 approaching limit. Reminded group that LHTAC work does not count against term agreement.

BF said RFI process and threshold good but expressed concern about high cost of developing proposals.

BR asked can we make RFP process less cumbersome to reduce proposal costs? Indicated that intent of the term agreement was to spread the work around and was originally intended to require a partial, not full scope.

JW agreed that cap spreads work throughout the State. Mentioned that City of Nampa does not ask for proposals but does interviews.

Leave on agenda for ACEC and ITD to ponder. Need a tool that doesn't penalize firms and is balanced for ITD and consultants.

5. Update on ITD Program Delivery conference next spring, thoughts on ACEC participation (Heather)

Committee discussed at length the potential involvement of consultant community in the annual Program Delivery (PD) Conference. Reviewed cons of past participation (i.e. after after-hours reception – not productive; panel/joint presentations – only involve a few consultants)

BR doesn't want conference to be a marketing tool for consultants; rather it's intended to be a training resource for working staff. Asked how ITD can train Consultants and Consultants can train ITD. Wants to eliminate the us/them mentality; rather work as partners. Agreeable to a workshop format. Doesn't like the idea of consultants sponsoring the conference; would rather have a different way of covering expenses.

JW suggested that networking is an important element of these types of gatherings. Breaks down barriers and opens communication between agency and consultants.

BF suggested creating a special task force to determine possible courses of action. May take a few years to get conference where we want it to be. Paul Wasser and Heather Carroll offered to be on task force.

2023 PD Conference scheduled for March 27–29 at the Riverside Hotel. D6 staff in charge.

6. Reciprocity for materials testing certifications for CE&I contracts (Ryan, Paul)

Did not discuss this item

7. Specification Committee member from ACEC (Monica, Chad)

Did not discuss this item

OLD BUSINESS Not discussed

1. Recruitment and retention/salary escalation pressure with ITD's expanding program (Paul W.)

- a. **Current contract only allows for one rate increase in a year, does not change contract amount from originally negotiated – Monica was going to discuss with Blake**

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- b. CE&I contracts with loaded rates do not allow for rate changes due to raises in some districts**
 - c. Annual increase limit of 4%, housing costs in valley are making recruit very difficult**
 - d. ITD's standard consultant contract only allows for raises annually, most firms are needing to do mid-year raises to retain staff on ITD projects**
 - e. Proposed Actions:**
 - i. Eliminate once a year raises provisions in contract**
 - ii. Allow for a maximum of for 15% salary escalation (10% inflation + 5% merit)**
 - iii. Allow rate changes on CE&I and EOR agreements loaded rate contracts**
 - iv. Include salary escalation in fixed fee calculation**
- 2. Update on standard SOW trial project (Ryan O.)**

PARKING LOT

- 1. Lump sum contracting to incentivize efficiency, LHTAC is using LS contracting on their bridge program (Justin)**