

**ACEC/ITD Highway Leadership Team (HILT)**  
**Meeting Minutes**  
**February 8, 2023**  
**1:00 – 3:00 PM**  
**C3 Lake Coeur d’Alene Conference Room**

Attendees: Monica Crider (ITD HQ), Mohsen Amirmojahedi (ITD HQ), Heather Carroll (Jacobs), Shawna King (ITD Bonding), Amy Schroeder (ITD Bonding), Blake Rindlisbacher (ITD HQ), Caleb Lakey (ITD D3), Bill Russell (Ardurra), Todd Hubbard (ITD D5), Doral J. Hoff (ITD D2), Tim Blair (J-U-B), Ryan Olsen (Terracon), Justin Walker (Keller), and Paul Wasser (STRATA).

**New Business**

**ACEC TOPICS:**

**1. Legislative Update**

- i. Infrastructure Investment & Jobs Act (IIJA)/Bi-partisan Infrastructure Bill (BIL) has been rolled out for a year now. If you are doing Federal-Aid, you’ve seen it. It won’t look much different, just more funding. There are a few new things:
  1. Carbon Reduction – need a strategy - \$10 million in funding.
  2. PROTECT (R-resiliency) – need to figure out how to use this. For Idaho strategy will target extreme weather events, redundancy in system, rock-fall, spring breakup.
- ii. State Funding (Governor Little’s Leading Idaho proposal – requires legislative approval):
  1. \$35 million for Airports - ITD has 32 airports they operate and maintain. Will likely consist of runway improvements, paving, lights, and signs.
  2. \$10 million for Ped Safety (LHTAC) – bike/ped pathways, sidewalks.
  3. \$100 million for Local Transportation Grants to be administered by ITD (this is different). Split between Urban and Rural areas – ½ to MPOs and ½ outside of MPOs - to address growth issues and deliver completed projects (not used for planning or operations). Will not be used for bridges (due to additional \$200 million proposed for Leading Idaho Local Bridge program - LHTAC). This proposal consists of state funds in a grant program where the locals would apply for funding to address potential local road improvements that are induced by an ITD highway project. Other aspects of the proposed program: no local match; could be designed using local design standards – if no local standards design would default to ITD Standards; limited to projects that could be constructed in 12-18 months from date of award; projects would be advertised for bid by locals; no self-perform projects; projects with little or no additional right-of-way (ROW) needs would receive priority, or the ROW would be purchased by the local jurisdiction. ACEC member firms would likely be needed to help the locals apply for and execute these grants.
- iii. \$200 million in additional funding for the Leading Idaho Local Bridge program (LHTAC).
- iv. Possible additional funding (FY24) - \$96.8 million in additional transportation capacity (60/40 split) - still deciding how to distribute within ITD. \$37 million to pay 2014 GARVEE Bond payment and closeout bonds. \$14.9 million for employee compensation. \$206

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million as part of the Leading Idaho program (needs an annual appropriation - planned to be ongoing), split 60/40 with Locals.

**2. TECM funding update by Amy Schroeder**

- i. Currently programmed for \$2.5 Billion program. Most of these funds are already dedicated. The construction projects are already in Early Development of the ITIP. See handout for current bonding and funding allocations. Construction funding decisions are made between a project’s Final Design and PS&E – and could be a combination of TECM bonds, TECM pay-as-you-go, Leading Idaho, Federal Aid, or other state funds.
- ii. \$398.6 million bond sale for 2023. Scheduled with rating agencies on Feb 21<sup>st</sup>; Bonds will be priced the 3<sup>rd</sup> or 4<sup>th</sup> week of March; ITD to receive the funds in April. Interest rates are looking very good – lower than 5% - below the highest rate (4.73%) on GARVEE.
- iii. Some TECM funded projects are now ready for PS&E and going to construction.
- iv. Upcoming work:
  1. Second Right of Way Services RFP is currently posted. Horrocks and Epic Land Solutions were selected for the two corridors posted in Oct 2022. The new RFP is for SH-75 between Hailey and Bellevue and US-20 Chester to Ashton.
  2. Four (4) projects posted for CE&I – I-84, S Jerome to Twin (bids open March 7, 2023); I-84, Centennial to Franklin (will be out soon & advertised for construction in mid to late April); I-84 Karcher IC (same as previous); US-20, S St. Anthony IC (posted in mid-May – included in ITD D6’s annual RFP for CE&I services).
- v. New Partnering Specification (2023) – comes with a new pay item and is determined by size of project. The pay item is for the contractor to hire a facilitator for these services.

**3. Feedback on program delivery**

Comments/discussion:

- ITD does not have a great process to advise consultants on new pay items. For example: the new survey specification. ITD is forming a committee to develop a process for Contractor Notes and Bid Inserts. This will include how to advise consultants. Additionally, when a project includes locally funded work, this needs to be separated out in the bid item list.
- ITD is hearing some internal rumbling about the quality of consultant work products being submitted. Some of the DEs have heard this. There was discussion about use of the project closeout form (is it being used – not always), the monthly consultant rating form (ITD Form 771), and the post construction form. ITD provided a recap of earlier discussions about consultant ratings from 2016. ITD Environmental group has also noticed that quality is being impacted. Documents are requiring multiple reviews/submittals because comments are not being addressed after initial review. ITD

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is experiencing some stress due to the higher volume of work (more documents to review) with the same level of staffing.

- ITD noted that the ROW Manual has new examples for ROW plans, including more complicated parcels, and checklists.
- ITD discussed a recent project that had to be pulled back from a consultant and completed in-house. Consultants were reminded to reach out to the district engineer, when needed, to address these issues before they become critical. ITD reinforced the message to ACEC regarding their need for quality to deliver ITD’s program and that our members need to “own these projects.”; they are an extension of ITD when they are contracted on our projects.
- ITD discussed recruitment and retention and stated that about 9% of ITD staff retire each year. District organization charts are updated periodically and may be obtained from the district engineers. Monica Crider will provide an updated organizational chart for ITD HQ, Design and Contracting Services, with the recent changes.
- ITD noted that there will be a 2023 update to their specifications. ACEC mentioned ITD’s past practice of including an ACEC representative on the specification committee to help review changes. The individual who served on behalf of ACEC retired and has not been replaced. ITD asked for recommendations for a new ACEC representative to serve on the committee. It was mentioned that ITD could set up a Bluebeam Revu session for the ITD Standard Specification, so users could provide comments in advance of the updates.

**4. Anticipated Consultant involvement outlook**

ITD continues to rely on the consultant community to deliver their program. They will continue to update and post the RFP Forecast online, at least quarterly. ITD noted that it has issued 69 contracts for \$650 million, and by later this spring ITD will award more than \$1 billion in contracts as part of their program.

**ITD TOPICS:**

1. **Program Delivery Conference (PDC)** – March 27-29, 2023, The Riverside Hotel – Boise, ID  
Once ITD staff have registered, ITD will determine how many openings may be able to share with the consultant community. Some consultants are co-teaming/presenting in some of the training sessions. About half of the conference will be available virtually. ACEC noted that it is beneficial to our member firms to provide some time for both ITD and consultant staff to meet and get to know each other a little better. However, the focus should be/must be teaching staff/consultants what they need to know to deliver ITD projects. Most of the conference will be focused toward 1- to 10-year staff members to develop competencies in entry and junior staff so that they better understand how ITD delivers their projects. The first day will include a social mixer with the ITD Executive Staff from 5 to 6 PM so that other ITD folks can get to know them better.

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The group also discussed if there might be an opportunity to make awards at the PDC to identify and celebrate project excellence. ITD explained that they do have an awards program, but it is now expanded beyond Highways. However, each District will have 30 minutes during the conference to showcase projects from their districts.

Other Topics:

- Monica Crider is now the ITD Design Engineer. The ITD Contracting Services is now Highway Design Services. It encompasses Design experts, all Construction Contracting and all Qualification Based Agreements for Highways.
- Mohsen Amiromjahedi is the Consultant Services Engineer- recently created position.
- Michael Johnson was named as the new Idaho State Bridge Engineer effective Christmas Day 2022.
- AASHTOWare Estimation software – ITD Training was recorded and is available for consultants.
- ITD noted that there has been some improvement on project Work Windows, however, we are still having to review and comment on the majority of the projects.
- ITD noted that contract time is now (only) specified in contract documents. ITD no longer issues a letter stating that the contract starts 20 days from the date of the letter. That letter is gone!