

**Urban Construction Initiative
Semi-Annual Meeting Minutes
Carillon – Byrd Park- City of Richmond
October 21, 2014**

The Urban Construction Initiative Semi-Annual Meeting was hosted by VDOT and the City of Richmond at the Carillon in Byrd Park, Richmond. There were 51 attendees.

I. Welcome - Opening Remarks:

Russ Dudley, VDOT Local Assistance Assistant Division Administrator welcomed everyone to Richmond. He discussed the logistics for the day and introduced the City of Richmond's Acting Chief Administrative Officer, **Christopher Beschler**. Mr. Beschler welcomed everyone to the City. He discussed the UCI program and how the City has benefited from becoming a UCI member municipality. Mr. Dudley concluded the opening remarks by outlining the agenda and plan for the day. He also thanked the City for co-hosting the meeting.

II. VDOT Executive Team Perspective:

Rick Walton, VDOT's Chief of Policy, spoke to the group about the VDOT's Executive's perspective regarding the Local Administered Program. Mr. Walton described the State's reliance on local governments to deliver projects and that localities are currently administering 42% of the transportation projects statewide. Mr. Walton spoke about the partnership between local, state and federal governments and the benefits of being part of a group that is on the cutting edge of the locally administered program.

III. Business Items:

A. Buy America Provisions:

Wayne Fedora, FHWA Assistant Division Administrator presented information regarding the Buy America requirements for federal aid projects. He discussed how to certify materials, detailed the certification process, and went over other areas of the Buy America provisions. A link to the special provision for the use of domestic material can be found at the following:

http://www.virginiadot.org/business/resources/const/07RevDiv_I.pdf

Mr. Fedora also showed a video on the Buy America Field Compliance which can be accessed at the following link: <http://www.fhwa.dot.gov/federal-aidessentials/catmod.cfm?id=28>

(See presentation in pdf labeled 'Fedora_Buy America Presentation')

B. VDOT Items of Interest:

Jennifer DeBruhl, VDOT Local Assistance Division Director, discussed general items of interest for the group. The items discussed were as follows:

a. LAD Updates:

- ***Guardrail:*** Ms. DeBruhl advised the group of recent findings regarding the use of the Trinity Industries ET-PLUS terminal as a material used for pay items for “Alternate Breakaway Cable Terminal (GR-9). In 2005, Trinity changed the 5” channels to 4” channels and did not notify VDOT of the modification. The Trinity ET-PLUS terminals with 4” channels are not approved for use in VA. Ms. DeBruhl sent out information to all City/Town Managers and County Administrators (email can be found at link labeled ‘Trinity ET-Plus Guardrail System Message to Localities’ on UCI website) In addition, the following provides further information on what is approved for use on the Approved Products list:
<http://www.virginiadot.org/business/resources/LocDes/VDOTApprovedProducts.pdf>
- ***Transportation Alternatives (TA) Program:*** The TA program is accepting applications for the FY16 program. The deadline to submit applications is November 1, 2014 (postmarked by November 1st or hand delivered by October 31st). Additional information regarding the TA program can be found at VDOT’s webpage:
<http://www.virginiadot.org/business/prehancegrants.asp>
- ***FY16 Revenue Sharing (RS) Update:*** The RS program is also accepting applications for the FY16 program. The deadline to submit applications is October 31st. Resolutions supporting the applications must be submitted by December 1st. The tentative allocations for the FY16 program are \$185M. Additional information regarding the RS program can be found at VDOT’s webpage: http://www.virginiadot.org/business/local-assistance-access-programs.asp#Revenue_Sharing

b. Six-Year Improvement Program Update (SYIP):

Ms. DeBruhl discussed the latest revenue reductions and how the reductions have impacted the FY15-20 Six Year Improvement Program (SYIP). She outlined how the revenue forecast updates in the 2013 biennial budget have resulted in a loss of \$1.02 billion in funding for transportation. The construction and mass transit programs are where a majority of the impacts are felt. Ms. DeBruhl advised that the revised FY15-20 SYIP will be presented to the CTB in November. For additional information on proposed reductions, please see the September CTB presentation at the following link:

http://www.ctb.virginia.gov/resources/2014/sept/pres/Presentation_Agenda_Item_1.pdf

c. **House Bill 2 Implementation:**

Ms. DeBruhl discussed the latest information regarding the new prioritization of CTB discretionary funding under House Bill 2. She outlined some of the exemptions of the bill for fund groups like; RS, TA, urban and secondary formula funds. The new procedures are still in the process of being developed but may include geographical and other weighting factors. The new procedures should be in place for the FY17 SYIP. The full presentation by Nick Donohue, Deputy Secretary of Transportation, can be found at the following link:
http://www.ctb.virginia.gov/resources/2014/oct/pres/Presentation_Agenda_Item_7.pdf

d. **Every Day Counts (EDC) Initiative:**

Ms. DeBruhl discussed the FHWA Every Day Counts Initiative. The EDC initiative is a state-based model to identify and rapidly deploy innovations to shorten the project delivery process, enhance roadway safety, reduce congestion and improve environmental sustainability. She outlined how recently she was invited to speak at an EDC forum in Washington D.C. to discuss stakeholder partnering. Virginia is one of three states that the FHWA recognizes as a charter state for stakeholder partnering. Additional information on the EDC program can be found at the following link:
<http://www.fhwa.dot.gov/everydaycounts/>

e. **Primary Extension Paving Funding Update:**

Ms. DeBruhl presented the latest regarding the primary extension paving funding. VDOT received 100 applications from 28 different localities requesting approximately \$29M. The available allocations for this round of applications have been reduced to a total of \$1.487M. With the reduced funding VDOT is only able to recommend funding the top two applications; Chesapeake and Hampton. This information will be presented to the Commonwealth Transportation Board (CTB) for approval at the November 12th meeting. (Link to the October 14th, 2014 CTB Presentation can be found at the following:
http://www.ctb.virginia.gov/resources/2014/oct/pres/Presentation_Agenda_Item_2.pdf)

C. **Federal Highway Administration (FHWA) Updates:**

a. **Responsible Charge on LPA Projects:**

Lorenzo Casanova, FHWA LPA & Research Program Manager, discussed the requirements for “responsible charge” on LPA projects. The federal regulation requires that an LPA must provide a full time employee of the LPA to be in “responsible charge of the project. Mr. Casanova outlined the roles and typical duties of the person in “responsible charge.”

A link to the handout Mr. Casanova discussed is as follows:

<http://www.fhwa.dot.gov/federal-aidessentials/companionresources/15supervising.pdf>

(The presentation that Mr. Casanova shared can be found as labeled ‘Casanova_Responsible Charge Presentation’). Mr. Casanova also shared a training video on “responsible charge” which can be found at the following link: <http://www.fhwa.dot.gov/federal-aidessentials/catmod.cfm?id=15>

b. FHWA Executive Order for Stewardship & Oversight of Fed-Aid Projects Administered by LPA’s:

Mr. Casanova, outlined a recent FHWA LPA Order regarding stewardship and oversight of federal-aid projects administered by LPA’s. The order defines the role of the State Transportation Agency (STA), establishes a uniform method for assessing in the STA’s stewardship and oversight of LPA-administered projects, and establishes a uniform method for ensuring compliance with Federal requirements on LPA-administered projects. He discussed how VDOT’s LAP Manual helps Virginia to meet the requirements under this executive order. Mr. Casanova also discussed the relationship to risk based stewardship and oversight, and went over other aspects of this executive order. (Additional information can be found under the pdf labeled ‘Casanova_FHWA Executive Order Presentation’)

IV. UCI Workgroup Update:

Thomas Slaughter, Special Projects Engineer for the City of Newport News went over the results of the **2014 UCI satisfaction Survey**. The UCI Workgroup included additional questions in this survey and modified some of the other questions. Responses from both the VDOT and locality surveys were consistent with the 2013 results. Due to the low number of respondents, Mr. Slaughter and Ms. DeBruhl reminded the group that the survey is important as it helps the Workgroup and VDOT prioritize work for the upcoming year. (See presentation in pdf labeled ‘Slaughter_Satisfaction Survey_Workgroup Update Presentations’).

Mr. Slaughter also presented the accomplishments and progress of the **UCI Workgroup** since the May UCI Annual Meeting. He outlined the goals that have been accomplished and discussed in detail the status of the goals that the Workgroup is currently working to complete. Mr. Slaughter also went over two goals that were added to the list for the upcoming year. The goals are; 1) expand the Accomplishment Document goal to include a website and 2) Modify the Programmatic Agreement to include special fund sources like CMAQ, HSIP and RSTP. (See presentation in pdf labeled ‘Slaughter_Satisfaction Survey_Workgroup Update Presentations’).

V. **Technical Items:**

A. **Value Engineering:**

Ray Johnston, VDOT's State Value Engineering/CQIP Supervisor gave an overview of the VDOT Value Engineering (VE) Program. He outlined the benefits of conducting a VE study, when a study should be conducted, and the various components of a VE Job Plan. Mr. Johnston also outlined the State and Federal requirements for conducting a VE Study and reminded the group that state law requires a VE Study on any VDOT highway construction and maintenance project costing \$5M or more. (Additional information can be found in the full presentation in the pdf labeled 'Johnston_Value Engineering Presentation')

B. **Endangered Species (Northern Long-Eared Bat):**

Stephen Long, VDOT's Environmental Division Administrator updated the group on a potential change to the endangered species list possibly adding the Northern Long-Eared Bat. These bats can be found anywhere in Virginia and recently have experienced a fungus that is killing the bats at an alarming rate. The Fish and Wildlife Service will decide on April 16th whether or not to add these bats to the endangered list. Mr. Long wanted to make sure the group is aware of these potential changes. (The presentation can be found in the pdf labeled 'Long_Endangered Species_Norther Long Eared Bats')

C. **Procurement Options/ Information**

a. **Proprietary Process Update:**

Richard Britton, VDOT's Locally Administered Program Manager for Construction Division, updated the group on the progress made regarding implementing a new process for approving the use of proprietary items on State and Federal-Aid projects. He provided definitions and a brief overview of background details on this subject. Mr. Britton described in detail the proposed draft process for having proprietary items approved under the certification, public interest finding (PIF), and experimental processes. He also went through the schedule and next steps to implementing the new processes. (Additional information can be found in the presentation in pdf file labeled 'Britton_Proprietary Items Update')

b. **Small Purchases:**

Russ Dudley, outlined the requirements under the state and federal laws for small purchasing for professional procurement. He discussed how this form of procurement can save project time and funding. (See presentation labeled 'Dudley_Small Purchases_Job Order Contracting')

c. **Job Ordering Contracting:**

Russ Dudley, went over job order contracting. He described the differences between job order contracting versus traditional contracts and the advantages to using job order contracting. Mr. Dudley described that this is not a standard approach for federal-aid projects and does currently require special approval on a case-by-case basis. He explained that VDOT is working with FHWA to see if this form of contracting can be allowed as a standard method. (See presentation labeled 'Dudley_Small Purchases_Job Order Contracting')

VI. General Discussion/Wrap Up/ Close:

Todd Halacy, VDOT's Local Assistance Division acknowledged Mr. Slaughter and his contributions to the UCI Workgroup and Program as a whole. This was Mr. Slaughter's final UCI Meeting as he is retiring in December. We wish Mr. Slaughter the best.

Mr. Halacy closed the meeting with a special thank you to City of Richmond for co-hosting a terrific meeting at the Carillon. He also thanked all of the presenters on an outstanding job. He discussed the annual meeting being planned for two days in May and asked localities to let him know if they are interested in hosting. The meeting adjourned at approximately 3:10pm.

The *next Semi-Annual Meeting will be held two days in May, 2015* (Location and dates TBD)