**Construction Contract Administration Workgroup (CCAW)**

**Meeting Minutes**

**November 4, 2020 1:00-3:00**

1. Eliminated work spec 109.5 (7% markup clarification)

Industry believes the markup should be applied if different crew, means/methods, etc are needed to complete any work taking the place of eliminated work.

Department believes markup should not be dependent on the contractor or crew performing replacement work and should be applied to the net difference of eliminated work and work that is performed with the same intent of the eliminated work.

**ACTION:** Discuss more at the next CCAW meeting and review proposed language revisions from industry and department.

1. Curb Ramp replacement inspection and acceptance

Discussion related to timeliness of inspection and notification of issues with curb ramps.

Department has put emphasis on timely and early inspection of curb ramps. Industry has experienced late communication of issues.

**ACTION:** Department will discuss with region staff on statewide teleconference and continue discussing in various training.

1. Partial acceptance / substantial completion / suspension of contract

Industry would like substantial completion to have less emphasis on all contract items being complete and more emphasis on the road being open to traffic.

**ACTION:** Matt Grove to bring proposal to next meeting. Wayne Chase will review the AASHTO Guide Specs.

1. QMP Non-performance credits (subcommittee)

Industry would like a subcommittee to review the department’s policies for QMP credits.

**ACTION:**  Industry will contact Bureau of Technical Services to discuss the topic.

1. Conversion factor for recycled material

Industry and department would like an agreed conversion in the contract for recycled materials that are not weighed on a scale.

**ACTION:** Wayne Chase will send proposed language to the group and discuss at next meeting.

1. More borings needed on projects (GLS?)

Industry would like more soil borings completed during design and shown in the plans.

**ACTION:** Jake David to gather more info from contractors and make a proposal with the GLS tech team.

1. Paying for traffic control when the contractor is in LDs

Department is concerned about cost of traffic control when the project is past the completion date and contractor is in LDs.

If department would not be paying for traffic control, industry wants to be sure the project is being completed late because of the contractor’s fault.

**ACTION:** Tom Buchholz & Wayne Chase research other states’ spec language and bring to next meeting.

1. Poor/inadequate schedule updates

Department is experiencing poor quality or lack of required schedule updates from contractors. Industry and department both believe schedule updates are important to the success of projects and should be taken seriously.

**ACTION:** Tom Buchholz to share some examples with the group. Industry will discuss with contractors to reiterate importance of legitimate schedule updates.

1. Nighttime work spec 107.7 (add hi-vis requirements)

Department proposes to add language requiring the use of Class 3 garments for nighttime work. Industry agrees.

**ACTION:** Wayne Chase will share proposed spec language with the group.

1. ECIP submittals

Department has concerns with the quality and completeness of contractor ECIP submittals. Industry suggested a small workgroup with environmental staff.

1. Security on work sites

Industry brought concerns related to safety of workers in areas of public unrest. A recent work crew heard shots fired. Contractor hired a private security firm to be present when work was taking place. Industry would like department to participate in cost of security, when it’s deemed necessary.

**ACTION:** Matt Grove will bring proposed contract language to next meeting.

1. Blue Beam

Industry inquired about the department’s intent for using Blue Beam as the PDF tool in the future. Department has not made a definite move to make Blue Beam it’s corporate tool, but many staff are using it because of its enhanced features.