

Construction Contract Admin Workgroup (CCAW) Team Charter

Team Purpose:

Evaluate and identify specific improvement opportunities for Part 1 (General Requirements & Covenants) of WisDOT's Standard Specifications for Highway & Structure Construction.

Duration and Time Commitment:

Duration: Ongoing with meetings typically held 2-3 times per year.

Time Commitment: Approximately 10 hours per year, with additional time as needed for special work groups

Member Names and Organization:

FHWA	WisDOT	Contractor
Nicholas Perna	Brandon Lamers (co-chair)	Matt Grove (co-chair)
	Michael Hoelker	Debbie Schwerman
	Chad Hayes	Kevin McMullen
	Kristin VanHout	Jake David
	Jed Peters	JR Ramthun

Reporting Plans:

Meeting minutes are formulated to summarize the topics of discussion and action items from each meeting.

Deliverables:

Ongoing revisions to Part 1 of the department's Standard Specifications and Construction & Materials Manual (CMM) as issues are brought forth.

Desired Outcomes:

Policies and procedures that provide for the most efficient and cost-effective administration of construction contracts.

Goals for Year 2023

- Continue discussions that identify specific improvement opportunities for Part 1 of the WisDOT Standard Specifications.

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- Continue discussions related to:
 - Partial Acceptance of work
 - Winter suspension of work
 - Revising Measurement and Pay for Base Patching work

Document Storage Location:

Box: <https://wisdot.box.com/s/2c7d8ln6dob2ii80ukpz7qa8xquv6tiz>

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