



WisDOT e-Contracting Committee Meeting

When: Tuesday, December 6, 2106

Time: 1:00 PM – 4:00 PM

Location: Madison – Southwest Region – Columbia Room

DOT TEL DTSD SWB TConf3 888-557-8511 Access Code 4253910

ATTENDEES:

X	Sharon Bremser		Bill Strobel
	Beth Cannestra	X	Mike Treazise
X	Nate Czech	X	Brenda Veaser
X	Randy Knoche		Mike Bakalars
	Mike Kretschmer	X	Darin Blang
X	Dan Meinen		Joe Bunker
X	Biren Patel		Troy Gagner
X	Mitch Patoka	X	Derek Hungness
X	Diane Phaneuf	X	Mike Statz
	Mark Ploederer	X	Brian Wilson
	Jeff Stewart	X	David Hubbard
		X	Sandy MacDonald
Time	Lead	Topic	
1:00 PM	Sharon	Introductions <ul style="list-style-type: none"> Introductions by all 	
1:10 PM	Sharon	New Items <ul style="list-style-type: none"> None at this time 	
1:15 PM	All	Scope and Fee Focus Group Follow-up <ul style="list-style-type: none"> Sharon Bremser thanks everyone who participated in the scope and fee focus groups on behalf of the administrators' office. Mike Statz commented that both ACEC and WisDOT learned a lot from each other during the exchange. 	
1:30 PM	Sharon/Dan/Mitch	Masterworks Demo and Discussion: Consultant Registration Selection and Negotiation <ul style="list-style-type: none"> WisDOT will attempt to "preload" as many firms, firm administrators, and key staff as possible into Masterworks to help ease the transition period. Dan Meinen created an online form that will allow firms to fill out basic information about the firm and key staff that can be loaded into Masterworks. Sharon gave an overview of the consultant registration and negotiation process in Masterworks. 	

2:30 PM	Dan/Sharon	Implementation/Training <ul style="list-style-type: none"> • Sharon Bremser provided an overview of the current build schedule. • Training for Masterworks will begin in spring 2017. <ul style="list-style-type: none"> ○ Will first focus on consultant registration and NOI submission. ○ Consultants selected for projects in spring/summer 2017 will receive the “first round” of negotiation training. The rest will be trained on an ongoing basis. • Sharon Bremser highlighted that the Scope and Fee User Guide was used during a WisDOT exercise analyzing project risks on HWY 100.
3:30 PM	All	Round Robin <ul style="list-style-type: none"> • Sharon Bremser gave an overview of the “Facility Life Cycle Content Management” process.
4:00 PM		Adjourn