

MINUTES

2016 CONTRACTOR/DEVELOPER/ENGINEERS MEETING

February 1, 2017

8:00 – 11:00 MEETING

- I. Review Minutes of Last Meeting
 - Reviewed Action Items
 - Forward Service Corp does work with unions
 - MEUR form is fillable and on-line
 - Requested information from contractors on programs similar to SAGE and Peachtree. Three products were reported: CMiC, VISTA, Explorer Eclipse (currently using Streets Smarts).
 - Contractors were asked to provide a list of difficult forms to fill out and City would place templates on-line with instructions. No forms were submitted by contractors.

- II. Opening Remarks by Rob Phillips, City Engineer
 - No prevailing wage requirement for contracts advertised this year.
 - Reminder - Prequalifications expire March 1, 2017 for some contractors

- III. Comments by Department of Civil Rights
 - Committed Cost Status reports are still not consistent.
 - Demographics on payrolls still required for 2016 projects including those advertised in 2016 but constructed in 2017.
 - AA plans now all on line.
 - Additional SBE directory is now on line in Excel format that is easier to sort.
 - DCR will be conducting a “Doing Business with the City Training 2/3/17 at the Job Center on Aberg. (Certifications for businesses)
 - Also partnering with the library for Non-Discrimination/Harassment Training. (see attached) Training is free but need to register. Also available to come on site. (First time no cost – minimal fee after)
 - Vendor Supplier training for on-line AA submissions (Direct to City – not subs)
 - Quarterly training on how to present an AA plan is in the planning stage.
 - DCR working to fill two vacancies

- IV. Comments by Water Utility
 - 2017 Projects
 - Vehicle Storage \$3M
 - Well 31 \$5M
 - Elevated Tank \$3.5M
 - Pipe lining

- V. Comments by Traffic Engineering
 - Not Present
 - Request made to please add tabular delineators and message/arrow boards in TE section of contracts.

- VI. Comments by Parks Department
 - 2017 Projects
 - Forest Hill Cemetery paving and irrigation
 - Walter Street restroom
 - Vilas Bridge
 - Breese Stevens: concession, restroom and lockers
 - Penn Park: building, parking lot, concession
 - Park Paving

- VII 2017 Standard Specification Revisions
 - New standard specifications go into effect after Common Council approval on 2/7/17.
 - Discussion about bedding of sewer pipes, all compression fittings for copper, and curb box – plumb box tolerances. Water Utility indicated that the tolerance is meant to be used as a guideline, Comment that level vs accessible are 2 different things.
 - Smaller face-to-face meeting requested when 2018 standard specification changes are being put together. Perhaps in December?

- VIII Project/Contract Database: Contractors ability to upload and download information Database replacement is meant to act as a database, but function like a workflow. There should be an interface for contractors to see where their contract stands. The process will start with Engineering and expand to other agencies and types of contracts. First prototype may be available this summer. IT will ask contractors to test in the early phases.
 - Contractors would like Change Order tracking included.
 - DOT's CRCS system is considered "clunky" and is being upgraded.
 - Contractors have not had any experience with Milwaukee or Minnesota systems.

- IX. Contractor/Developer/Engineer Comments
 - Final list of sub contractors: all subs need to be listed even second and lower tier. Feedback requested.
 - City is working on updating Project/Contract database used to track Public Works projects. Automation is planned to be part of new database to streamline contracting process (See section VIII above)
 - DCR is working on full automation of AA plan for 2017
 - Request was made for City to carry Builders Risk insurance or include in contract special provisions that the contractor is required to carry. A.I.A contract specifications include the building owner carrying this insurance. Rob to review with City Risk Manager.
 - Urban League acquired CTI Group to improve apprenticeship training opportunities. They are always looking for opportunities to partner with the City for training.

- DCR is setting up training in 2017 for SBE and DBE certification and training on the most common discrimination issues. (See DCR section above)
- Green friction after September 30th affects cure time. This means it carries over into next year. Could there be a retainage reduction in the interim or could the last step be moved to another contract? (contracts 7407 and 7462 were given as examples)
- Committed cost Status and Demographic reminder to all contractors.
- On 2/20/17 Felicia Jones will be joining DCR, ultimately to replace Jaya Sharma. Jaya remains the contact for SBE goals. DCR hopes to begin recruiting soon for the 2 remaining vacant positions. (Colier and Dana)

2017 Meeting Dates

February 1

May 3

August 2

November 1