

# MINUTES

## 2016 CONTRACTOR/DEVELOPER/ENGINEERS MEETING

November 9, 2016

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.
    - City Attorney's office reviewed forms for digital versus original signature question. Please see attached list of required signatures.
  
- II. Opening Remarks by Rob Phillips, City Engineer
  - 2017 Budget is in process
  - Some highlights
    - MMB construction
    - Capitol Square south half
    - \$64M for streets and associated water and sewer. This includes engineering and real estate purchases. \$10M of this is for HWY M & PD.
  
- III. Comments by Department of Civil Rights
  - MEUR: Available on line w/ formulas
  - Working on MMB project to promote SBE participation. If contractors aware of other companies, encourage them to sign up.
  - Working with Urban League as broker for other agencies to increase labor participation and assisting to meet goals
  - Committed Cost Status reports are not consistent this year.
  - Demographics on payrolls still required for 2016 projects including those advertized in 2016 but constructed in 2017.
  
- 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

- VI. Comments by Parks Department
  - 2017 Projects
    - Forest Hill Cemetery paving
    - Walter Street restroom
    - Vilas Bridge
    - Breese Stevens: concession, restroom and lockers
    - Penn Park: building, parking lot, concession
    - Park Paving
  
- VII. Update on Required Documents on Non Prevailing Wage Projects  
See attached document '2017 – No Prevailing Wage Contracts'  
Contractors should have backup information for MEUR form.
  
- VIII. BVC Annual Form
  - Contractors present did not see any value to an annual certification for BVC compliance
  
- 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
  - 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.

#### 2017 Meeting Dates

February 1

May 3

August 2

November 1