



Design Project
Dane County Stakeholder No. 15 Notes
Verona Road–Contract 1206-07-05/06/09
Wisconsin Department of Transportation (WisDOT)
December 5, 2012, 5:30 P.M.

Project: Verona Road Interchange, I.D. 1206-07-05/06/09

Strand Job No.: 1089.320

Meeting Location: Strand Associates, Inc.[®], 910 West Wingra Drive, Madison, Wisconsin

Meeting Purpose: Dane County Stakeholder Meeting No. 15

Present:

See attached Sign-In Sheet

In attendance by phone/Internet live meeting:

Norman Davis

Monica Littlegeorge

Meeting Handouts (provided via e-mail before the meeting)

- Meeting notes and presentations from November 7, 2012 meeting
- Meeting Agenda

Discussion:

Action:

1. Welcome and Opening Remarks

The group was welcomed by Rochelle and brief introductions were given.

Rochelle indicated this month's meeting marks the one-year anniversary of the stakeholders meetings. Now, the committee will start to decide about next steps and where to take the stakeholders meetings from here forward.

Joe Bunker provided project summaries for the I-39 and Verona Road projects based upon previously provided handouts to the group. Joe then answered questions from the group regarding the projects.

2. Michele provided information on the next steps for the group.

Review of Monopoly Board (WisDOT program process) by Michele.

- a. The game board provides an understanding of how the WisDOT project process works.
- b. Each project is comprised of smaller projects and processes.
- c. WisDOT advertises for project bids, usually a month before letting.
- d. In the back of the WisDOT proposal, there are line items that show details for the projects.
- e. To set DBE goals, WisDOT will look at the final design estimate and work type.
- f. Mandatory prebid meetings are a part of best practices as this helps get questions answered and get technical advice to the bidders. This would be a good time for DBEs to attend and meet the prime contractors, exchange business cards, and so on.
- g. Michele explained the bid letting and award of contract process. Bids are turned in electronically by the prime contractors. In order to submit a bid,

Discussion:

Action:

they are in essence putting a check on the table as the prime contractors are ultimately responsible for the work.

- h. Bids are made and are announced the second Tuesday of the month and posted on WisDOT's website.
 - i. Prime contractors have ten days after announcement to turn in all paperwork including DBE commitment goals and insurance documentation.
 - j. Construction then starts about a month after the contract is awarded.
 - k. Bryon Mitchell offered his feedback on prebid meetings and stated that it is a good opportunity for him to see who is potentially bidding, make his elevator speech to prime contractors, and get to know who to contact.
 - l. Michele noted the prebid meeting also lets WisDOT know whether the jobs are attractive locally or whether out-of-towners are bidding as well.
 - m. Kevyn Radcliffe noted there are two upcoming TrANS classes for people to be trained for the new construction season. Classes are January and February 2013. Orientation starts in January 2013. Call the YWCA to get signed up. Graduating TrANS students will be ready for April 2013 work.
 - n. Sina Davis asked about construction cleanup opportunities on projects.
 - o. Michele noted there are not cleanup opportunities available.
 - p. John Odom asked about the opportunity for community involvement in projects.
 - q. Joe Bunker stated there is opportunity for community involvement. It is referred to by WisDOT as Community Sensitive Solutions (CSS). On the Verona Road project, CSS will include formliners on the bridges, retaining walls and sound walls (sound walls voted on by public), and staining of these project elements.
3. Michele provided an overview of opportunities on WisDOT projects.
- a. Opportunities exist for laborers, operating engineers, iron workers, flaggers, and truck drivers. Regarding flaggers and truck drivers, flaggers are only used "as needed"; trucking companies usually need multiple truck drivers for the typical operations.
 - b. Joe Bunker provided some preliminary labor information regarding the Dane County portion of the I-39 project and the Verona Road project that was compiled by WisDOT:
 - (1) I-39 (Dane County): Approximately \$218 million project with an average hourly rate of \$38.00 an hour equates to 860,000 estimated labor hours.
 - (2) Verona Road project: Approximately \$123 million project with an average hourly rate of \$38.00 equates to 405,000 estimated labor hours.
 - c. Michele noted the labor hours discussed by Joe are not all new hire positions. There are union workers who are on the bench from previous jobs and some additional workers in the TrANS programs. Michele felt approximately 10 percent may be new hires and it will depend on how busy the prime contractor is with other projects.

Discussion:

Action:

- d. Marge Wood asked whether out-of-town prime contractors have a limit on the number of people they can bring in from out of town for a project? Michele stated there is no limit.
4. Michele discussed the Mega project Strategies Handout
- a. Michele noted that public involvement/information is an important factor on WisDOT projects. Joe Bunker noted that public information is included in strategies for Verona Road including media and community involvement, project open houses, introduction to engineering concepts at Wright Middle School, and public information meetings.
 - b. Michele stated that other strategies include legislative visits to help spread the word. The legislature can be very powerful in getting the word out. Other strategies include public television ads, minority media outlets, door-to-door visits in a neighborhood, and attending local festivals and events to spread the word about projects.
 - c. Michelle noted another aspect of the strategies is Project Committees. These committees can include advisory committees, public outreach activities, and community-based labor development.
 - d. Michelle stated the project may include smaller let contracts referred to as “debundling.” A risk analysis by WisDOT is needed to decide to “debundle” a project. Michele noted when a single project gets to be a large dollar amount (such as \$100 million), debundling can allow more opportunity for competition. If WisDOT offers different sized projects, this allows for more opportunity for different firms to compete.
 - e. Michele stated WisDOT reviews projects as part of case management and retention. This provides WisDOT information for keeping a continuous pool of candidates who are prepared to work as projects and opportunities become available.
 - f. Michele noted WisDOT reviews DBE goal setting techniques as well. WisDOT asks contractors to review the WisDOT goal setting process of opportunities in contracts. She feels this provides a fair review of the opportunities, looks at technical analysis, and uses a rotating voting member to get consensus. WisDOT performs goal setting for DBE goals, but this adds a more technical analysis behind the opportunities.
 - g. Julie Anderson asked whether DBEs are notified before bid letting to review what they are certified to do and what is required?
 - h. Michele stated that usually this is done on their own. DBEs do not receive outreach before bid letting.
 - i. Michele noted that DBE orientation programs have been successful. This process was used in the Marquette Interchange project.
 - j. Marge Wood asked about the DBE Mentor program and whether the program works well and why?
 - k. Michele stated it is difficult for WisDOT to measure the effectiveness of the DBE Mentor program because WisDOT is not sure if DBEs pursue or receive mentors or if the mentor really knows how to mentor well.



Discussion:

Action:

1. Rochelle stated that as a committee, we will review mega project strategies and highlight what is important to this committee to concentrate on and review input on action plans for the I-39 and Verona Road projects. WisDOT will distribute how we would like to prepare for the next meeting and you will be prompted on how to have input on the future meeting format.

5. Announcements
 - a. December 11 and 12, 2012–Lake of the Torches tribal transportation conference.
 - b. December 14, 2012–DBE annual event. The meeting includes WisDOT decision makers, policy makers prime contractors, subcontractors, and DBE firms. Registration is \$65.00 and the event is at the Country Springs Hotel in Pewaukee.

The meeting adjourned at approximately 7:30 P.M.

The next meeting will be held January 9, 2013, 5:30 P.M. to 7:30 P.M. at Strand Associates, Inc.[®].

If there are any additions or comments on these minutes, please call (608) 251-4843 or e-mail Joe.

Prepared by Joe Bunker and Wyolanda Singleton and respectfully submitted to participants and invitees.

- c: All Participants and Invitees



Dane County Stakeholder Committee Focus: Verona Rd & I-39/90 Projects

December 5, 2012
5:30 PM - 7:30 PM

Strand and Associates
910 West Wingra Drive
Madison, Wisconsin 53715

AGENDA

• WELCOME AND INTRODUCTIONS	Rochelle Codlyn WisDOT
• PROJECT UPDATES: PROGRESS/QUESTIONS	Project Team
• OPPORTUNITIES REVIEW	Project Team
➤ Types of Businesses	
➤ Types or Workforce/Labor	
• REVIEW: MONOPOLY BOARD	Michele Carter -WisDOT
• REVIEW MEGA PROJECT BEST PRACTICES	Michele Carter-WisDOT
✓ Committee Membership Review	
✓ Special Provisions	
• REVIEW DANE COUNTY STAKEHOLDER ACTION PLAN	All
➤ Prioritize Efforts	
➤ Denote Emphasis Areas	
➤ Committee Leadership Recommendations/Nominations	
• FUTURE MEETING COORDINATION	All
✓ Review Standard Agendas/Format	
✓ Coordinating with CWDA	

Future Meeting Schedule
TO BE DECIDED

