



Design Project  
Dane County Stakeholder No. 16 Notes  
Verona Road–Contract 1206-07-05/06/09  
Wisconsin Department of Transportation (WisDOT)  
January 9, 2013, 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. 16

**Present:**

See attached Sign-In Sheet

**In attendance by phone/Internet live meeting:**

Norman Davis

Alicia Griffin

Michele Carter

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

- Meeting notes and presentations from December, 2012 meeting
- Meeting Agenda
- Also discussed misc. binder materials.

**Discussion:**

**Action:**

1. Welcome and Opening Remarks

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

Rochelle discussed the following:

- a. Introduced agenda and explained that the group will be splitting into two subgroups of labor and business.
- b. Explained that Mark Vesperman and Joe Bunker will provide project updates and letting schedules for group.
- c. Michele will discuss project strategies and subgroups.

Michele discussed the following goals for the meeting:

- a. The group is currently on step 6 of the action plan within the binders and will discuss step 6 tonight.
- b. The group will discuss dividing into business and labor subgroups.
- c. Committee members may join one or both groups.
- d. The group will address if any parties or persons are missing that the committee feels should be attending/involved.
- e. The group will address long and short term goals that they would like to add to current action steps

Rochelle led the discussion for dividing into subgroups.

- a. Rochelle asked for a show of hands for those wishing to be in the labor subgroup. Those interested included: Mary Watrud, Tim Alston, Dorothy Krause, Marge Wood, Paul Zimmer and Alicia Griffin.
- b. Rochelle asked for a show of hands for those wishing to be in business subgroup. Al Studesville asked for an explanation for the differences between the two subgroups.
- c. Michele explained that the labor group will review aspirational labor

**Discussion:**

**Action:**

goals for the projects, review the available pool of local workforce resources to know who might be available for these WisDOT projects. The labor group can also review the TrANS program graduates and request their participation in applicable projects.

- d. Michele explained that the business group can discuss DBE goal setting for the projects, discuss where to look for additional businesses that could get involved with the projects, organize additional trainings for businesses, and review DBE participation.
- e. Those interested in participating in the business group included Norman Davis, Julie Harkinson, Chris Gruneberg, and Alicia Griffin.
- f. Rochelle stated she will e-mail the entire group to get feedback as to which group they would like to join if they are undecided tonight and will request long and short term goals that the groups would like to add to current action steps.

The committee discussed the frequency and details of the subgroup meetings.

- a. Michele explained the entire committee has been meeting on a monthly basis. The subgroups could continue monthly meetings or consider quarterly meetings. Michele suggested if the subgroups continue meeting on a monthly basis that two webcast meetings and one in person meeting could be an alternative for the next three months, then the group could re-evaluate the frequency of the meetings.
- b. The group agreed to the two webcast and one in person meeting for the next three months.
- c. Mark Vesperman stated with a letting in May 2013 for the first Verona Road project that a mandatory pre-bid meeting for the interested prime contractors is anticipated in mid-April. Mark suggested the labor group may be interested in attending the pre bid meeting. Michele stated that a pre bid meeting is a great opportunity to advocate for local labor participants and to meet the interested prime contractors.
- d. Paul Zimmer asked when the committee splits into subgroups will both groups receive notes from the other group? Michele stated meeting notes will be shared between the subgroups.
- e. The committee agreed to maintain the meetings at Strand Associates and to continue the meetings in the evening on the first Wednesday of the month. It was suggested that the subgroup meetings begin at 5:00 pm, be one hour in length and be back to back in the same evening. It was agreed that the February meeting will begin with the labor subgroup at 5:00 pm and the business subgroup at 6:00 pm.
- f. Michele asked for suggestions for leaders for each group and explained some of the leaders that got involved with the SE Region

**Discussion:**

**Action:**

projects. Norman Davis suggested Theola Carter (state employee with DWD). Dorothy Krause; suggested Shawn Pfaff (Fitchburg Mayor). The committee agreed to discuss this further at the next meeting.

**2. Project Updates**

Mark Vesperman and Joe Bunker provided project updates as follows:  
Verona Road Project, Stage 1, Phase 1:

- a. Project let May 14, 2013. The project is anticipated to start in July 2013 and be completed by July 2014.
- b. Joe explained the various elements of the Stage 1, Phase 1 work.
- c. He noted that work will be done during nighttime hours.
- d. He explained that the Seminole Highway bridge would be closed between approximately August and November of 2013.

Verona Road Project Stage 1, Phase 2

- a. Project let July 2014. The project is anticipated to start in September 2014 and be completed by the fall of 2016.
- b. Joe explained the various elements of the Stage 1, Phase 2 work.
- c. He noted that work will be done during nighttime hours.
- d. Marge Wood asked what the hours of night work are? Joe stated 10pm-5am on weeknights and 8pm-6am on weekends.
- e. Rochelle asked for the first letting what types of labor are needed? Joe stated concrete, bridge, asphalt, excavation, seeding and mulch, retaining walls, electrical, and signals are a few.
- f. Mark noted the project website: [www.veronaroadproject.wi.gov](http://www.veronaroadproject.wi.gov)

I-39 Project

- a. A video was played for the I-39 project that showed the features of the project. The audio did not work properly so Mark and Joe explained various parts of the project as the video played.

**3. Michele discussed Mega Project Strategies (see handout in binder).**

Strategy - Media involvement:

- a. Mary Watrud asked what would this committee would want the media to address? Michele stated in the action plan the committee discussed utilizing media outlets.
- b. Marge Wood suggested directing people to the project websites.
- c. The consensus was to keep the strategy and concentrate on directing people to the project websites.
- d. Michele stated the action steps were listed in order of priority as decided previously by this group. This group is now charged to find where the mega strategies fit into the action plans.

Strategy - Contract unbundling:

- a. Mary Watrud asked if contract unbundling could happen on these WisDOT projects?

**Discussion:**

**Action:**

- b. Mark Vesperman stated there may be opportunities for smaller projects on I-39 project. The Verona Road project has an expedited schedule and unbundling can cause issues with scheduling.
- c. Marge Wood asked if unbundling is more of a labor concern or a business concern? Michele stated it can be both a labor and business concern. Michele also noted that unbundling requires a risk analysis so there is not a direct impact on labor..

Strategy - Forming project committees:

No comments

Strategy - Labor Development Model: TRANS program:

No comments

Strategy - Inclusive DBE goal setting technique

Marge Wood suggested keeping this goal.

Strategy - Secretary's Post Award Letter from Wisconsin:

Committee agreed to revisit.

Strategy - DBE firm pre assessment:

- a. Marge Wood suggested keeping this goal.
- b. Norman Davis' this will be crucial for firms in Dane County area to be set up for success.

Strategy - Encouraging Formalized partnering relationships:

Paul Zimmer felt this was a business priority

Strategy - Bulls Eye Marketing Strategies:

The group requested a copy of the presentation that the group saw a couple of meetings ago regarding the USH 41 project strategies.

Strategy - Outreach to lateral certifying agencies:

- Julie Harkinson asked if this strategy was used on the Marquette Interchange project? Michele stated it was.
- Norman Davis felt this could be an internal priority.

Strategy - Project Related meetings include structured networking for prime and Subcontractors:

Michele state this goal can be determined in the future.

Strategy - DBE Contracting update:

Norman Davis stated this can be a crucial piece along with the project website to understand how things are progressing.

**Discussion:**

**Action:**

Strategy - DBE Certification workshops and individual assistance:

- a. Norman Davis asked with this and all the strategies if the group has ideas on how each played into the success of the previous WisDOT projects? Michele stated with the Marquette Interchange project WisDOT saw the biggest response at the beginning of the project.

Strategy - Expedited DBE certification

No comments

Strategy - Civil Rights Compliance Tracking System (CRCS):

No comments

Strategy - Mandatory Pre Bid meeting:

The group agreed to keep this strategy

Strategy - Immediate Evaluation of Non-Responsive Bids:

No comments

Strategy - Development & Inclusion of Contract Specifications:

No comments

**4. Announcements**

The February meeting will be webcast on February 6, 2013.

The meeting adjourned at approximately 7:45 P.M.

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

January 9, 2013  
5:30 PM - 7:30 PM

Strand and Associates  
910 West Wingra Drive  
Madison, Wisconsin 53715

### *AGENDA*

• WELCOME AND INTRODUCTIONS	Rochelle Codlyn -WisDOT
• REVIEW TIMELINE	Michele Carter- WisDOT
i. Interest in Labor vs. Business Subcommittees	
ii. Coordination with CWDA for Labor Meetings	
iii. Frequency of Meetings	
iv. Meeting time and place	
• PROJECT UPDATES: PROGRESS/QUESTIONS	Project Team
• OPPORTUNITIES REVIEW	Project Team
a. Upcoming Letting Schedule	
➤ Types of Work in upcoming lettings	
➤ Types or Workforce/Labor in upcoming lettings	
• REVIEW DANE COUNTY STAKEHOLDER ACTION PLAN	Michele Carter-WisDOT
Selecting Mega Project Strategies	
➤ Prioritize Efforts	
➤ Denote Emphasis Areas	
➤ Sub-Committee Leadership Recommendations/Nominations	
• FUTURE MEETING COORDINATION	

**Future Meeting Schedule**  
*TO BE DECIDED*

