
Project Name TIA ACEC working group	Purpose of Meeting Continued Coordination
Date of Meeting 1-9-2014	Time 1:30 PM
Location GDOT – One Georgia Center, Conference Room 405	Participants See attached attendance sheet

1. TIA Manual Release (December 2013)

The release of the manual should be considered the first finished release. The manual was restructured based on types of projects. That was based on the learning experience of the first year that not all TIA projects can be treated the same.

Comments on the manual are welcome and encouraged.

2. Revenues

We are anticipating decisions on budget and scope changes due to lower revenues in 3 to 4 months. Any changes will be on a project by project basis, not a program-wide basis. As of right now, anticipating final Band I budgets will be the original budgets less what was set up for inflation.

Currently one of the methods being used to help control the budgets are hold-points in local agreements. This helps to ensure staying on budget and within scope. Have to keep a check on the pulse of the revenue and keep a focus on the stated project benefit.

a. Messaging

Need to present the revenue shortfall as a challenge that we can overcome. We have several options that can individually or in combination be used: scope, budget, underruns on estimates, other fund sources, plus others.

3. Contract Advertisements

a. Band 1 Update

2 of 5 contracts executed and work is underway. 1 contract is routing within GDOT and should be fully executed within a week. 1 contract is with the consultant for signatures and should be fully executed within a week or slightly longer. The final contract is waiting on some concept work prior to contract negotiations. Anticipate starting those negotiations within 2 to 3 weeks.

b. On-Call Update

Final selection should be complete within the next couple of weeks. Anticipating having contracts in place by first to middle of April.

c. Band 2 Advertisement

Still on track for a mid-March advertisement.

i. Pre-Solicitation Meeting

Asked for ideas on what could be covered in a pre-solicitation meeting. Provide GDOT view of scope and how it relates to the design budget. Could be very helpful for firms making a decision on whether to submit or not.

d. Future Anticipated Advertisements

Currently considering 2 more Band 2 design advertisements. They will probably be of approximately the same size as the first one. Starting to consider an advertisement for Band 3 projects. Rough schedule will be the second Band 2 as soon as the first Band 2 is finalized. Then advertise Band 3 projects that will require early start to meet completion deadlines. Follow that advertisement with a final Band 2 batch. Anticipation is that these advertisements will be spaced at approximately 6 to 9 month intervals.

4. Open Issues

No new items were brought up.

5. Next Meeting Scheduled for Thursday, March 13, 2014 at 1:30

