

GBA **M E M O R A N D U M**

TO: DOAS/AIA/KCE Partnering Committee
FROM: Roy Wilson
DATE: December 4, 2000
SUBJECT: Summary of November 17, 2000 Meeting

Attendees:

Thaine Hoffman, DOAS Hoffmat@doas.state.ks.us	Trudy Aron, AIA aron@aiaks.org	Gary Mohr, KCE Gary.Mohr@pec1.com
George Steele, DOAS steeleg@doas.state.ks.us	Dale Glenn, AIA dglenn@glpma.com	Fred Hasler, KCE fhasler@lsapa.com
	Bob Fincham, AIA Rdf@eddparch.com	Roy Wilson, KCE rwilson@gbutler.com

We welcome Bob Fincham and Gary Mohr the two new members to the committee who are replacing Bill Livingston and Dale Maltbie. We will miss both Bill and Dale and appreciate their service and participation on the committee.

The agenda items for the meeting were:

1. New A/E Evaluation Forms
2. Update on the ICC Committee Activities
3. House Bill 2850 – Pre-qualification of Contractors
4. Additional Site Visits During Construction
5. Fee Negotiations & Caps
6. Use of CADD Drawings
7. Shop Drawings

The following is a summary of the discussion and decisions on these items:

1. New A/E Evaluation Forms-
 - a. The new A/E evaluation forms are available on the DOAS website at <http://da.state.ks.us/arch/availforms.htm> under Consultant Evaluation Form.
 - b. The information gathered on these forms is shared with the Building Advisory Committee during their short listing of A/E firms.
 - c. Currently, these forms are not being completed on a consistent basis. The project managers' concerns are the time involved to complete the form and conflict avoidance.
 - d. A shorter form with four factors (for example, responsiveness, schedule control, cost control, and quality/workmanship) and a scoring system to be

filled out either monthly or at the end of milestone events was suggested as an option to address the time concern of the project managers.

How to get some form of evaluation completed on a consistent basis will be placed on the agenda for next meeting. Please review the forms on the web site prior to our next meeting.

2. Thaine presented an update on the ICC Committee activities. Information is available on DOAS's website <http://da.state.ks.us/arch/ibc/default.htm> including the mission, history, purpose, committee members, scheduled activities, meeting minutes and legislation. The committee is working on draft legislation and finding a sponsor to introduce this legislation in the upcoming session.

KCE/AIA testimony will be needed if the legislation is introduced. KCE/AIA is actively supporting this effort and will be prepared to testify.

3. House Bill 2850 – Pre-qualification of Contractors
 - a. The current language indicates selection should be based on the Lowest Responsible Bidder. At issue is the current selection based on the lowest bidder because we can't adequately define "responsible."
 - b. This bill provides for the evaluation of contractors based on their performance.
 - c. Pre-qualification forms as part of the bid documents can be effective in screening qualified contractors for a particular project. This saves the contractors time and effort in bidding a project if they are not qualified and ultimately saves the A/E and the State time and aggravation in dealing with an unqualified contractor.

Find attached a copy of a sample pre-qualification form used for a recently bid project for the University of Kansas.

4. Additional Site Visits During Construction-
 - a. The committee has worked on this issue for sometime. Suggestions for Construction Administrative Services negotiation on A/E contracts with the State were proposed in 1998. The number and frequency of site visits and unit costs for additional site visits could be established during the negotiation for a project.
 - b. The partnering committee agrees that the cost of the additional site visits is money well spent in saving additional costs and time in dealing with unresolved problems and their impact on the operation of a facility.
 - c. One concern raised was that this adversely impacts firms providing good service to the State. This might permit a firm who provides poor quality documents to obtain additional fees to address design issues during the construction process. The committee feels this can be adequately addressed by the A/E evaluation form and ultimately impact the future selection of those firms.

- d. DOAS's concern is obtaining buy in from the agencies they serve to fund these additional site visits.

DOAS/AIA/KCE partnering committee agrees to invite these agencies to a meeting to promote this item and gain their concurrence. Thaine will initiate this meeting.

5. Fee Negotiation and Caps-
 - a. AIA is moving forward with legislation to remove fee caps.
 - b. DOAS advises they may not be able to openly support this effort due to internal concerns.
 - c. Some of the supportive arguments to present are:
 - Quality firms are turning down state work.
 - More programming and design are required to get the most out of the construction budget.
 - Building systems are more complex today, with more systems integration requiring more engineering.
 - More code issues need to be addressed during the design process.
 - Design cost represents only a small percentage of total building cost, but has a significant impact on life cycle cost. State buildings also have a significantly longer life cycle than other building types.
 - The upcoming Capital Building Renovation may present an opportunity for the legislature to understand this issue first hand.

KCE will support AIA in this effort. This issue also impacts engineers who serve as sub-consultants on architectural projects.

6. Use of CADD Drawings – Not discussed. Place on agenda for the December 13th meeting.
7. Shop Drawings – Not discussed. Place on agenda for the December 13th meeting.

The next meeting is scheduled for Wednesday, December 13th at 9:30 a.m. at the GLPM Architect offices located at 1001 New Hampshire in Lawrence, Kansas. Contact Dale Glenn at 785-843-5554 if you need directions.

The committee agreed to email meeting agendas, minutes, and other information for convenience and efficiency.

A special thanks to HNTB for their hospitality and the use of their conference room!!

cc: KCE Board of Directors
Interpro Committee Members