

**MINUTES
KCE/KDOT COMMITTEE
MAY 20, 2004
HOLIDAY INN, SALINA**

The meeting was called to order by Chair David Comstock. Present were Comstock, Larry Emig, David Beach, Gary Schock, Neil Rusch, Tim Ross, Rick Kreider, Mike Bowen, Jim Kowach, Mike Thompson, Kenzil Lynn, Sandra Tommer, David Church, Warren Sick, and Scott Heidner.

The agenda was amended by adding items on KDOT audit committee activity, and discussion of KDOT overhead and outsourcing policies. Item #12 was scratched from the agenda, and an item was added on best practices in time management. **It was moved and seconded to approve the agenda. Motion carried.**

It was moved and seconded to approve the minutes of the February 18, 2004 meeting. Motion carried.

Kowach handed out a draft of the agenda for the KCE/KDOT Annual Partnering Conference, and discussed the planning committee's efforts.

Gary Schock passed out the final report of the Rejuvenate/Refresh team. **It was moved and seconded to accept the report. Motion carried.**

Comstock said he did not have much to report on consistency in design. He handed out a 1999 report on the subject. Consultants said their efforts to find examples were yielding more generalities than specifics. It was agreed that there will be consideration at the August meeting of forming a team to address this subject.

Lynn reported that he had no luck finding a contractor to join in the plan format and design information effort, and asked the committee for some guidance. Tommer agreed to join the effort with Lynn and contact some contractors to discuss.

Emig reported on the efforts of the Standing Committee on Local Projects. He also asked for consultant input on lump sum fee contracts on inspection. Consultants were to call him with their thoughts. This committee will meet again next week.

Kowach reported that the Integrated Design effort is still slow in forming, but efforts continue. He reported that fees on some software items have gone up dramatically.

Heidner gave a report on the activities of the legislature. Heidner reported on transportation funding, contract indemnification, land surveyor legislation, Board of Technical Professions budget efforts, and several bad business bills. Comstock urged members to get involved in the upcoming elections.

Bowen said the only real change at the federal level is that it now looks like there may not be agreement on an extended highway funding plan until after the elections.

Emig handed out a progress report on the transportation revolving loan fund, indicating changes since the last meeting, including loans approved, request totals, interest rates, and other requirements.

Rusch asked if consultants had any concerns over submitting materials on CD instead of paper. No concerns were voiced on the consultant side.

Kreider distributed a handout on KDOT's Independent Assurance Program. He said KDOT has a goal of testing at least 90% of people and materials, and asked the consultants to help get the word out that KDOT needs to test their staff also. Kreider agreed to provide a newsletter article for KCE on this subject.

Ross handed out a paper on how to effectively manage time when using technology. This document is a result of the "time waster" survey at last year's conference. It was agreed to distribute this as part of registration materials at this year's conference.

Comstock handed out minutes of the last KCE Audit committee meeting. He asked for guidance from the committee on the future of this effort. It was agreed that the committee should meet again, and the KCE board of directors should review the membership of the committee to guarantee that the proper parties are involved. This will be an agenda item at the October committee meeting, with Sally Howard and Dale Jost making a presentation to the committee.

Schock said that PEC will host the next meeting in August.

There being no further business, the meeting was adjourned.