

# Contract Monitoring TAG Minutes – Sep. 28, 2009

Turner Bond, September 30, 2009

## **Opening:**

Meeting called to order by TAG Chairman, Turner Bond, who welcomed everyone to the meeting. Member roll call was taken. Two voting TAG members were in attendance.

### **Members or proxies in attendance**

- Nasser Pourfarzaneh (Florida)
- Turner Bond

### **Other Attendees:**

- Lou Ann Hughes (Kansas)
- Randel Sanders (Louisiana)
- Debra Beard (Louisiana)
- Ray Drewitt (Louisiana)
- Cheri Sylvester (Florida)
- Joe Weber (New Jersey)
- David Mincey (North Carolina)
- Roger Bierbaum (Iowa)
- Mike Jenkins (Indiana)
- Jennifer McAllister (Info Tech)
- Randy Lawton (Info Tech)
- Jim McClave (Info Tech)
- Kathy Yelle (Info Tech)

### **Total Attendees = 15**

## **Mission Statement and Goals:**

Because there were only two voting members in attendance the voting on business items was relatively quick.

The mission statement and goals were reviewed and approved with no changes. The [2009 Mission and Goals](#) are included at the end of these minutes.

Turner Bond made a motion to approve mission and goals with no changes. Nasser Pourfarzaneh seconded the motion. The motion carried.

## **Election of officers:**

Officers for the Contract Monitoring TAG are elected on an even-year cycle.

Nasser Pourfarzaneh made a motion that Turner Bond serve as TAG Coordinator for an additional term. After a long pause, Turner seconded the motion. The motion carried.

No one who could attend and serve as Assistant TAG Coordinator was found and that position was not filled

### **Updates from past year**

We discussed the following items:

Topics Covered in the previous day's break-out session:

- 2008 National Survey of Bidding and Competition
- The Missouri Price-Trend Project
- Creating Yahoo® Maps with AASHTO trns•port® Data

Awards: 2009 National SAS® Programming Competition for AASHTO Trns•port® Data

- First Place was awarded to Paul St. Louis of Texas.
- Second Place went to David Mincey of North Carolina

Topics discussed in the earlier period before the business meeting:

- National DSS Utilization Survey
- Strategic Planning – Planning for the future development direction of Contract Monitoring.
- Long term goal and project: Best Practices and Tools for Contract Monitoring.

### **2009 Ballot Items:**

Ballot items for Contract Monitoring enhancements to the TRNS\*PORT system were forwarded by TAG members prior to the TAG business meeting. An interact list of ballot items was shown on screen with items recommended for deletion package was passed out to TAG members and members were given a final chance to modify or add to the ballot items. No additional changes were proposed. Turner Bond moved that the ballot items, as modified for 2009, be approved and Nasser Pourfarzaneh seconded the motion. The motion carried. The deletions, modifications and additions to the [2009 ballot items](#), as approved, are included at the end of these minutes.

### **Items from Floor:**

An agenda of TUG events for the Contract Monitoring TAG was reviewed.

There was some discussion from the floor about the title and purpose of the Contract Monitoring TAG. Some audience members proposed that the mission be broadened to focus more basic historical analysis to be more attractive to states that choose not to use Contract Monitoring tools for fraud prevention but may use it to assist in data analysis for prices or quality control. A short term goal was added to poll the group to regarding satisfaction with the purpose and name of the TAG.

Mike Jenkins presented the high level classifications and low level bid item types that are being proposed as permanent additions to the AASHTOware® products.

Regarding Contract Monitoring maintenance items: We discussed the list of maintenance items the Trns•port® Task Force was preparing to send to AASHTOware®/Infotech® for repair. By vote, it was the recommendation of the TAG that the TTF delay authorizing maintenance items 8059, 8060, 8061, until the TAG can review the impact these would have on users. These involve using the revised estimate field in PES/WebT to populate DSS reports/views instead of

the currently used item estimate field. At the request, of the submitting agency, it was requested that TMR 7703, previously on the list of maintenance items be deleted.

Regarding the National DSS Utilization Survey: Roger Bierbaum recommended that we adopt a mid-November completion date. This idea will be adopted. Nasser suggested that we follow up with questions about why folks aren't using DSS/Bams for some of its functions. Jenkins pointed out that we might want to also ask/know how many people are using the DSS source tables for reporting.

# 2009 Mission and Goals – Contract Monitoring

## **Mission Statement:**

The mission of Contract Monitoring TAG is to assist the TUG in advocating for and supporting the analysis of TRNS\*PORT data as it relates to construction projects from conception to finalization.

## **Long Range Goals:**

- Provide guidance for TRNS\*PORT applications to preserve and enhance the analytical capabilities and functionality that reside in BAMS/DSS.
- Promote flexible inter-active/analytical tools that could work in conjunction with “decision support” data.
- Support a diversity of output formats
- Continue to advocate and guide the rewrite of BAMS/DSS
- Promote awareness of the full analytical capabilities of BAMS/DSS including but not limited to:
  - competition modeling
  - fraud detection
  - general contract monitoring
  - comparison of as-bid to as-built data
  - identification of “bid items of concern” for construction personnel
  - Methods of evaluating design-build contracts and lump sum items
  - addressing modeling techniques to improve estimate quality
- Develop a mutually supported list of best practices for the four areas of Contract Monitoring work.
  - Enhancing competition
  - Combating fraud
  - Data analysis.
  - Historic Database management

## **Short Range Goals:**

- Protect and enhance the quality and usability of the Trns.port data during the development of web Trns\*port database.
- Survey all Trns\*port agencies to determine how they are utilizing the DSS models and database
- Poll the TAG membership to explore the possibility of a more appropriate title for the TAG.
- Create a Technical Review Team (TRT) to define user requirements for upcoming Contract Monitoring tools.

## Ballot Item Adjustments – 2009

Outlined below are the ballot item adjustments for items pertaining to the Contract Monitoring TAG. TMR 1355 was recommended for deletion after checking with the owner. Obsolete items have been recommended for deletion after reviewing them thoroughly and conferring with the original author. Some items were adjusted for clarity or to make the scope more appropriate to current needs. New items were added based on user suggestions collected over the last several months.

### Ballot Items to be Dropped

- 1355 – Delete this ballot item: Obsolete; Author Confers.
- 7384 – Delete this ballot item: Kathy Yelle of Infotech concurs with this deletion.
- 10640 – Delete this ballot item: pending the approval of it's author in New Jersey.

### Ballot Items to be Added

- 11684 – Add this ballot item: Show an Item's percent of contract value
- 11705 -- Visual Confirmation of Data Selection Choices
- 11706 -- Visual Confirmation of Data Selection Choices

## Contract Monitoring Ballot Items - 2009 AASHTOware® Ballot

**RED = Items recommended for deletion**

**GREEN=New items added this year recommended for addition to the ballot**

Enhancement #	Title	Module	Date Submitted	Proposed By	Complexity	Ballot Score Last Election
<b>Contract Monitoring – Bid Analysis</b>						
<a href="#">1355</a>	Add DSS user similar to Trnsport C/S	BAMS/DSS	1997-08-08	MIDOT	Low	<b>0.86</b>
<a href="#">4489</a>	Add column width option for model reports	BAMS/DSS	2000-12-12	MTDOT	Medium	<b>2.43</b>
<a href="#">4839</a>	CPROF(E) Contract Number Display on Each Page	BAMS/DSS	2001-06-19	Info Tech	Low	<b>4.07</b>
<a href="#">4840</a>	Use of Vendor Name in Models	BAMS/DSS	2001-06-19	Info Tech	Medium	<b>7.86</b>
<a href="#">4841</a>	Market Area Definition Option	BAMS/DSS	2001-06-19	CODOT	Medium	<b>7.29</b>
<a href="#">6128</a>	Add Supplemental Description to LILOW PRTBDIF report	BAMS/DSS	2002-09-20	Multiple Organizations	Low	<b>11.39</b>
<a href="#">7171</a>	Build a production version of the interactive model prototype	BAMS/DSS	2003-09-08	OHDOT	Medium	<b>13.54</b>
<a href="#">7234</a>	Include Urban/Rural in the bid history calculations	BAMS/DSS	2003-09-25	FDOT	Low	<b>6.21</b>
<a href="#">7384</a>	make hard coded init file parameter changeable	BAMS/DSS	2005-02-08	Info Tech	Low	<b>0.36</b>

<a href="#">8739</a>	Highlight vendors in matrix	BAMS/DSS	2005-03-11	KYTC	Low	<b>3.00</b>
<a href="#">10456</a>	Provide a Vendor Pick-List for Models with Vendor Selections.	BAMS/DSS	2008-10-14	MoDOT	Low	<b>8.04</b>
<b>Contract Monitoring and Reporting</b>						
<a href="#">8740</a>	Create map with combined VENMAP and LOCMAP functionality	BAMS/DSS	2005-03-11	KYTC	Medium	<b>2.82</b>
<a href="#">9026</a>	Add DCONTRCT subsetting/picks to the Select model	BAMS/DSS	2005-09-30	OHDOT	Medium	<b>2.29</b>
<a href="#">9081</a>	SAS enhanced editor capabilities in the BAMS/DSS adhoc profile	BAMS/DSS	2005-10-31	OHDOT	Medium	<b>6.04</b>
<a href="#">9545</a>	New tables/columns missing from LAS and DSS data views and export profiles	BAMS/DSS	2006-09-29	Multiple Organizations	Low	<b>7.46</b>
<a href="#">9886</a>	Expand the CVARY/E and QVARY models to report actual vs. estimated differences	BAMS/DSS	2007-08-14	ORDOT	Medium	<b>3.09</b>
<a href="#">10032</a>	Populate DSUBCONT.SCPARENT when running DSS Data View with SiteManager source	BAMS/DSS	2007-12-31	NDOR	Low	<b>3.18</b>
<a href="#">10460</a>	Default to Last Used "View" and "Select" in Creating New Profiles.	BAMS/DSS	2008-10-14	NJDOT	Low	<b>0.89</b>
<a href="#">10461</a>	Show Currently Running Processes at the Top of the Process Status List.	BAMS/DSS	2008-10-14	NJDOT	Low	<b>1.07</b>
<a href="#">10462</a>	Provide a "Save to" Browser for Reports.	BAMS/DSS	2008-10-14	MoDOT	Medium	<b>1.46</b>
<a href="#">11684</a>	Show an Item's percent of contract value	BAMS/DSS?	2009-08-14	?	Low	
<a href="#">10458</a>	Allow the Display of Multiple Facility Types on Vendor Maps.	BAMS/DSS	2008-10-14	?	Low	<b>3.00</b>
<a href="#">10459</a>	Allow the Display of Several Vendor's Facilities on One Vendor Map.	BAMS/DSS	2008-10-14	KYTC	Low	<b>2.86</b>
<a href="#">11705</a>	Visual Confirmation of Data Selection Choices	BAMS/DSS	2008-10-14	MoDOT		
<a href="#">11706</a>	Generic Templates for Local Analysis Models	BAMS/DSS	2008-10-14	MoDOT		
<b>General Enhancements (Multiple Modules)</b>						
<b>Information Technology</b>						
<a href="#">2005</a>	System Configuration Validation Utility	BAMS/DSS	1999-04-01	Info Tech	Medium	<b>?</b>
<a href="#">8570</a>	Treat Trns.port Attachments Like Other Data Elements	BAMS/DSS	2004-12-02	Multiple Organizations	High	<b>?</b>
<b>Preconstruction</b>						
<a href="#">8857</a>	Add "REASON" Field to DBIDDERS file	BAMS/DSS	2005-05-27	OHDOT	Low	<b>3.53</b>

# 2009 TUG Agenda

## Contract Monitoring Track

### Introduction

**Duration: 5 min.**

Time: **3:00PM; Sunday, September 27**

A brief overview of the features planned for the Contract Monitoring track and how to get the best out of it. Why things are scheduled the way they are and how to determine if a session is right for you.

### 2008 National Survey of Bidding and Competition

**Duration: 20 min.**

A review of national trends in bidding and competition based on the *2008 National Survey: Bidding and Competition in Highway Construction*. How much do national trends affect individual states? What are typical project sizes? How many single bids are too many? We'll review how the data was pulled from the 20 participating states and how you can participate in the future if you didn't the first time around.

Target Audience: Competition analysts. People involved in bid review, project packaging and trends.

### The Missouri Price-Trend Project

**Duration: 15 min.**

Estimating inflation in a unique economy. The search for leading indicators. Getting estimates back under control. Measuring competition as part of the monthly bid review. This is a work in progress we'll briefly review how we're trying to get control of this challenge.

Target Audience: Contract Monitoring professionals, people involved in bid review, project scheduling, data modeling and estimating.

10 minute break

### Creating Yahoo<sup>®</sup> Maps with AASHTO trns•port<sup>®</sup> Data

**Duration: 40 min. with as much follow up time for questions as people need.**

Yahoo maps: It's not just for trip planning anymore. We'll review three examples of using Yahoo Maps with trns•port data to show things you never thought you could before. We'll look at quarry mapping, bids and long/lat corrections. Brief review of the code involved and how you can learn to do it yourself.

Target Audience: SAS freaks, IT die-hards, Contract Monitoring professionals, Investigators, people involved in bid review.

Work Sessions 1:00 –2:30 CST.

## DSS Utilization Survey

Time: **1:00PM CST**

Quick review of the national survey of DSS usage patterns that was just distributed to end user designee's in each state.

Target Audience: Contract Monitoring professionals. IT planners.

## Strategic Planning

Is there life after DSS? We'll discuss tasks ahead for getting users involved in strategic planning for future informatics, analysis and detection systems we need to provide for as we move past DSS. If attendance is sufficient we'll begin discussing stake-holders and how that might affect the name of the Contract Monitoring TAG.

Target Audience: Contract Monitoring professionals, IT planners, and various other rubber-neckers.

## Best Practices and Tools for Contract Monitoring

In 2008, we voted to review and discuss best practices. We have some notes sent in by DOT's and we need more. Topics include both current practice and future strategic directions.

Target Audience: Contract Monitoring die-hards, policy wonks, managers looking for structure, goals and ideas. People new to Contract Monitoring seeking to tailor their annual goals.

Break 2:30 –2:45 CST.

## 2009 National SAS<sup>®</sup> Programming Competition for AASHTO Trns•port<sup>®</sup> Data – Winners and Awards.

Time: **3:00PM CST, Duration: 30 min.**

We'll review the winners, listen to judges and contestant's discussions and award the prizes.

Target Audience: Highway professionals involved in SAS programming or using some type of data that is relevant to the Trns•port system.

## Contract Monitoring TAG – Business Meeting

Time: **3:30PM; Sunday, September 28**

Review Missions and Goals.

Approve 2008 meeting minutes.

2009 Ballot items for the software enhancements ballot.

Discuss changing the Contract Monitoring TAG's name.

Special Discussion: 7703, 8059, 8060 and 8061

Voting: Your chance to put someone else in charge and put me and/or Steve out to pasture.

Discussion items from the floor.

Target Audience: Members of the Contract Monitoring TAG and interested TUG attendees.