

Preconstruction TAG Minutes – September 29, 2009

Opening:

Meeting called to order by TAG Coordinator Roger Bierbaum, Iowa DOT, at 8:00 AM. Everyone was welcomed to the meeting. Member roll call was taken.

11 of 20 TAG Members or proxies in attendance

Roger Bierbaum, IA DOT
Juanita Moore, FL DOT
Lisa Mueller, MO DOT
Andy Crenshaw, AL DOT
David Castleberg, WI DOT
Lou Ann Hughes, KS DOT
Marlene DeGennaro, Del DOT
Sarah Collins, LA DOTD
Marcita Wade, VA DOT
Bob Lewis, KYTC (proxy for Cheri Shelton)
Vonda Kellett, TN DOT (proxy for Chris Hampton)

Other Attendees:

List of other attendees attached. An offer was extended to attendees to join the Preconstruction TAG. No one took a TAG application form.

Total Attendees = 32

TAG Conference Calls – The Preconstruction TAG had 11 conference calls during the past year. Info Tech Inc. (Peggy Leight and Randy Lawton) arranged the conference calls and prepared the minutes of the calls. Ten of the conference calls were demos of the software under development. The 11th conference call was the pre-TUG conference call to discuss the Mission Statement, Long-Range Goals, Short-Range Goals, and the Ballot Items.

Invitation to join the Preconstruction TAG monthly conference calls, the second Monday of each month at 10:00 Eastern Time.

Mission Statement: *To provide guidance for planning, managing and sharing data of value effectively to the whole TRNS.PORT system and FHWA through uniformity and standardization, to ensure successful estimate and proposal preparation needs, to also include the automated proposal distribution, bid entry and analysis of contract award activities.*

The mission statement was reviewed. Mike Jenkins made a motion to keep the mission statement as posted. Juanita Moore seconded the motion; motion carried.

Long term goals:

- *Provide guidance for a Trns*port product that supports the needs of agencies as related to contracting processes*
- *Address easing the total department usage and implementation of Trns*port. This would involve interfacing with other information technology used by a state.*

The long-term goals were reviewed. Sara Collins made a motion to keep the long-term goals as posted. Andy Crenshaw seconded the motion; motion carried.

Short term goals:

- *Serve as an advocate for agency review and comments on web Trns*port proposals*
- *Identify functionality that may be needed to enhance ~~pre-construction web Trns*port~~ **Trns*port Preconstruction**TM*
- *Identify business process and rules that may impact the development of web Trns*port and various other products.*
- *Assist with the review of current Ballot items to determine which ones are best for the overall enhancement of ~~pre-construction web Trns*port~~ **Trns*port Preconstruction**TM*

The short-term goals were reviewed. Marlene DeGennaro made a motion to modify the short-term goals as shown above. David Castleberg seconded the motion; motion carried.

Meeting minutes from 2008 TAG Meeting

The minutes of the 2008 meeting were reviewed. Mike Jenkins made a motion to approve minutes as posted. Juanita Moore seconded the motion; motion carried.

Election of officers

- 2008 - 2009 TAG Coordinator – Roger Bierbaum, IA DOT
- 2008 - 2009 Assistant TAG Coordinator – Penny Higgins, NC DOT

Motion by Andy Crenshaw to appoint 2009 - 2010 TAG Coordinator and Assistant TAG Coordinator. Second by David Castleberg, WI DOT. Motion carried.

- 2009 - 2010 TAG Coordinator – Roger Bierbaum, IA DOT
- 2009 - 2010 Assistant TAG Coordinator – Mike Jenkins, IN DOT

Updates from past year - None

TMR Discussion

TMRs -

- Endorsed – 9954 (Process to allow for Options Bidding)
- Endorses 10333 (Agency customization conditional validation based on values in other fields)
- Endorsee 10341 (Report Project Spec Year Change Errors)
- Endorsed 10364 (Additional Bid Analysis based on percentages of EE at item and proposal level).
- Endorsed – 10714 (Add agency option to allow an agency to identify which fields from a project will be copied into the proposal during the Import Project function. Currently, specified fields are copied, but are not agency specified)
- Endorsed – 10778 (Allow for a run-time option for all long running (asynchronous or “batch”) processes to have an option to store an export file as part of the process history entry and not have to retrieve it from a server file location)

- Deleted – 7852 (Export Fixed Price Flag in Proposal Export)
- Deleted - 8892 (Enhancement request - streamline process for postponed letting proposals as this is already implemented in web Trns•port)

- Added - None

Ballot items:

Narrative / notes - none

2009 Resolution: Motion by Marcita Wade for the Preconstruction TAG to present the following Resolution at the TUG Business Meeting. Second by Mike Jenkins. Motion carried.

Whereas the users of Client/Server PES/LAS have existing functionality which they have become accustomed to using.

Whereas the Trns•port Task Force has indicated that all existing preconstruction functionality would be incorporated into web Trns•port.

Whereas Trns•port Preconstruction was released in November 2008 without all of the existing preconstruction functionality

Therefore be it resolved that the Trns•port Task Force is being asked to provide the Trns•port User Group a list of preconstruction functionality that exists in Client/Server PES/LAS that does not currently exist in Trns•port Preconstruction, and the plans for when this functionality will be incorporated in web Trns•port.

Discussion Items

1. 2008 TUG Resolution - Resolution to categorize bid items in major and minor groupings.

Whereas, there is an identified need to share data beyond the confines of geographical boundaries;

And whereas, the various Technical Review Teams and TAGs solicited agree that this need could be facilitated via minor modifications to the web Trns•port database;

And whereas, these modifications can be leveraged in the long-term for yet to be identified purposes;

Let it hereby be resolved that the Trns•port Task Force and product specific Technical Review Teams determine the appropriate method of collecting and housing shared data across geographical boundaries.”

2. Preconstruction workflow needed to implement CRLMS

Presentations

1. LADOTD – Preconstruction web Trns•port Implementation and Customizations
2. Info Tech – Setting up field defaults and screen changes
3. Info Tech – Active Reports, getting the information you want
4. Info Tech – Impact of moving from .NET 1.0 to .NET 4.0

Adjournment - A motion to adjourn the meeting was made by Andy Crenshaw. Meeting was adjourned at 10:36 AM.