



**ODOT / ACEC OKLAHOMA Administration Working Group**  
2:00 p.m. Wednesday, October 9, 2024  
ODOT Project Delivery Conference Room & via Microsoft TEAMS

Attendees:

**ODOT**- Inger Peters, Kristen Wallace, Brandon Dudgeon

**ACEC** - Brian Schmitt (TEIM), Amber Steel (CEC), Kathy Johnson (WSB)

**MINUTES**

Discussion Items:

1. ODOT/ACEC Partnering Conference Debrief
  - Conference was organized well. ODOT did a good job setting up venue, agenda, etc.
  - Keynote speaker at lunch did not work out well. Some of the key members from both ODOT and ACEC were not present. Also attention span of the audience was very poor with the crowd talking throughout Rep. Miller's talk. She is justifiably upset, and apologies have been sent to her on behalf of industry.
  - We need to discuss this more before next year's conference in order to have a contingency plan to deal with impolite audience members.
2. Solicitations
  - Latest goes out this week.
  - Memorandum of Understanding (MOU) between ODOT and ACEC was signed on 9/09/24.
3. Program Approvals
  - The 8 Year Program (2025-2032) was approved by the Transportation Commission on 10/07/24.
  - The Asset Preservation Program (2025-2028) was approved by the Transportation Commission on 10/07/24.
  - Both programs are now available on ODOT's website
4. New Hires in Local Government Division
  - 3 new Project Managers were hired in Local Government Division, 2 internal hires from ODOT and one from outside the agency.
  - Tommy Hoover from Project Management Division
  - Sarah Hamby from Contract Administration
  - Tim Pehrson from outside ODOT.
  - 2 positions will be advertising soon for Project Management Division.



5. Oracle Program Replacement
  - ODOT is working with OMES to find a program to replace Oracle.
  - They are looking for software which will allow outside entities to see the same information that internal ODOT folks can see.
  - This will not be a quick process. May need some input from ACEC members.
  
6. Other ODOT programing needs
  - ODOT has many changes they need to various invoicing etc. programs but these are on hold until the latest Peoplesoft version gets rolled out.
  - Roll out expected to be implemented sometime in Spring 2025.



## Memorandum of Understanding (MOU)

September 9, 2024

### Parties:

This MOU is between the Oklahoma Department of Transportation (ODOT) 200 NE 21<sup>st</sup> St, OKC OK 73105 and the American Council of Engineering Companies of Oklahoma (ACECOK) 220 NE 28<sup>th</sup> St, Suite 135, OKC OK 73105.

### Description of Collaborative Relationship for the purposes of the MOU:

ACECOK supports ODOT's efforts to continually review DEMAND SERVICES CONTRACTS to provide maximum effectiveness in the delivery of the transportation program for the State of Oklahoma. This MOU is intended to specifically address the contracts mentioned herein and does not modify any other DEMAND SERVICES CONTRACTS, nor does it affect how regular solicitations are conducted. ODOT commits to following the Qualification Based Selection Process (QBS) at all times.

### ODOT and ACECOK Agree:

- To maintain the annual fee limitation for the General Engineering Demand Services contract for professional engineering at \$2.5 million dollars as established on September 9, 2022.
- To increase the annual fee limitation for all other Demand Services contracts that deliver PS&E from \$500,000 to \$1.5 million. The contracts may have varying individual limitations. The \$1.5 million cap is an aggregate total per firm.
- Other Demand Services contracts that do not deliver PS&E will be valued as necessary but will not count against the cap.
- The MOU is for a two-year period.

### Review:

This MOU is to be reviewed annually by each party and renewed every 2 years from the date in which it is signed. This document serves as the foundation for good faith negotiations.



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Director Gatz, OK Transportation



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Mike Thompson, ACEC OKLAHOMA