



Meeting Minutes December 13, 2022

ACEC-VT / VTrans Quarterly Meeting

Location: In-Person – Barre City Place / 219 North Main Street

Virtual Option – Microsoft Teams

Date: December 13, 2022

Program Discussion and General Meeting 1:00 pm – 2:30 pm

Roll Call ACECVT Transportation Committee members

Featured Presentation

- VTBuys – Online platform for sourcing (competitive solicitations), contracting, supplier management, and procurement activities. Status/Roll Out Update – *Deborah Damore*
 - Reference attached presentation

- 2023 VTrans Standard Specifications for Construction – Status Update – *Wendy Ducey*
 - Reference attached presentation

General Meeting

- VTrans Rail & Aviation Bureau Update – *Paul Libby*
 - Strong forecast of projects for both rail and aviation
 - Rail focus on western corridor improvements

- VTrans Operations – *Rob White*
 - Introduction of the new VTrans Structures & Hydraulics Program Manager – Carolyn Carlson
 - Budget / Project Delivery – Design Projects / Construction Projects

- Contract Administration – *Jeremy Stephens/Doreen Carminati*
 - Upcoming RFP's – Reference attached RFP Status List

- Committee Updates
 - VTrans Committees – ACECVT Appointees
 - David Hoyne – VTrans Specifications Committee – No updates
 - Evan Detrick – VTrans Standard Details Committee
 - i. Committee working to coordinate standard detail updates with 2023 Specifications. Will be made available soon
 - Dave Youlen – VTrans Work Zone Committee – No Updates
 - Patricia Shedd – 8th Annual Workshop Call for Presentations (schedule)

FHWA

- No updates provided



Events - Recent and Scheduled

- ACECVT BOD Meetings
 - October 26, 2022 – Virtual Meeting (November Meeting Cancelled due to Holliday)
 - Next Meeting – December 21, 2022

Future Meetings - Potential Topics

- ACECVT-VTrans 8th Annual Transportation Technical Workshop – Tentative March 15th.
- Next qly meeting: June 13, 2023 – To be joint in-person/virtual format. On-Going Second Tuesday from 1-2:30pm. In Person Sign-In:
<https://docs.google.com/spreadsheets/d/1h1niZbod-6j49Wmijg5CtJvvY7c9sf-6jpJ1y3CTOKU/edit?usp=sharing>
- Upcoming Event – AASHTO ROW Committee Meeting to be held in Vermont – 2023

Future Meeting Topics (June Qtly)

- E-delivery: General Overview – Molly Perrigo
- E-delivery: Open Bridge Modeler – Pilot projects, Status/Plans for long term implementation
- CMS Estimator Updates – Project Implementation – Case Study (challenges & resolve) – Design Phase Transition
- VTrans Construction – Feedback from the field
- VTrans Operations Stormwater – Training/Guidance/Updated April 2022 Protocol
- VTrans Bicycle & Pedestrian Design Guidance (recent updates and retiring of 2002 manual)
- *Other future agenda items? Please forward*

Minutes Posted at: <https://www.acec.org/vermont/about-us/meeting-minutes/>

Submitted by: Jon Olin

Chair - ACECVT/VTrans Committee

VTBuys Project

December 2022



Agenda

- 1. Project Objectives**
- 2. Why Are We Doing This Project?**
- 3. Solution Overview**
- 4. How Can Suppliers Leverage the New System**
- 5. VTBuys Preview**
- 6. When is it Happening?**
- 7. Q&A**

Project Objectives



Business Friendly
Easier to do business with the State of Vermont

Modernized Procurement
Built-in compliance and guided workflow

Value Focused
Improved efficiency, transparency, and economies of scale



Streamlined Process

- Increase efficiency through reengineering, modernizing and standardizing practices.
- Full electronic workflow from sourcing to payment.
- Single point of access for agencies and suppliers.



New Technology







- Online shopping experience with catalog items linked to State contracts.
- Robust rules engine with baked in compliance for purchasing.
- Enhanced spend analytics capabilities.



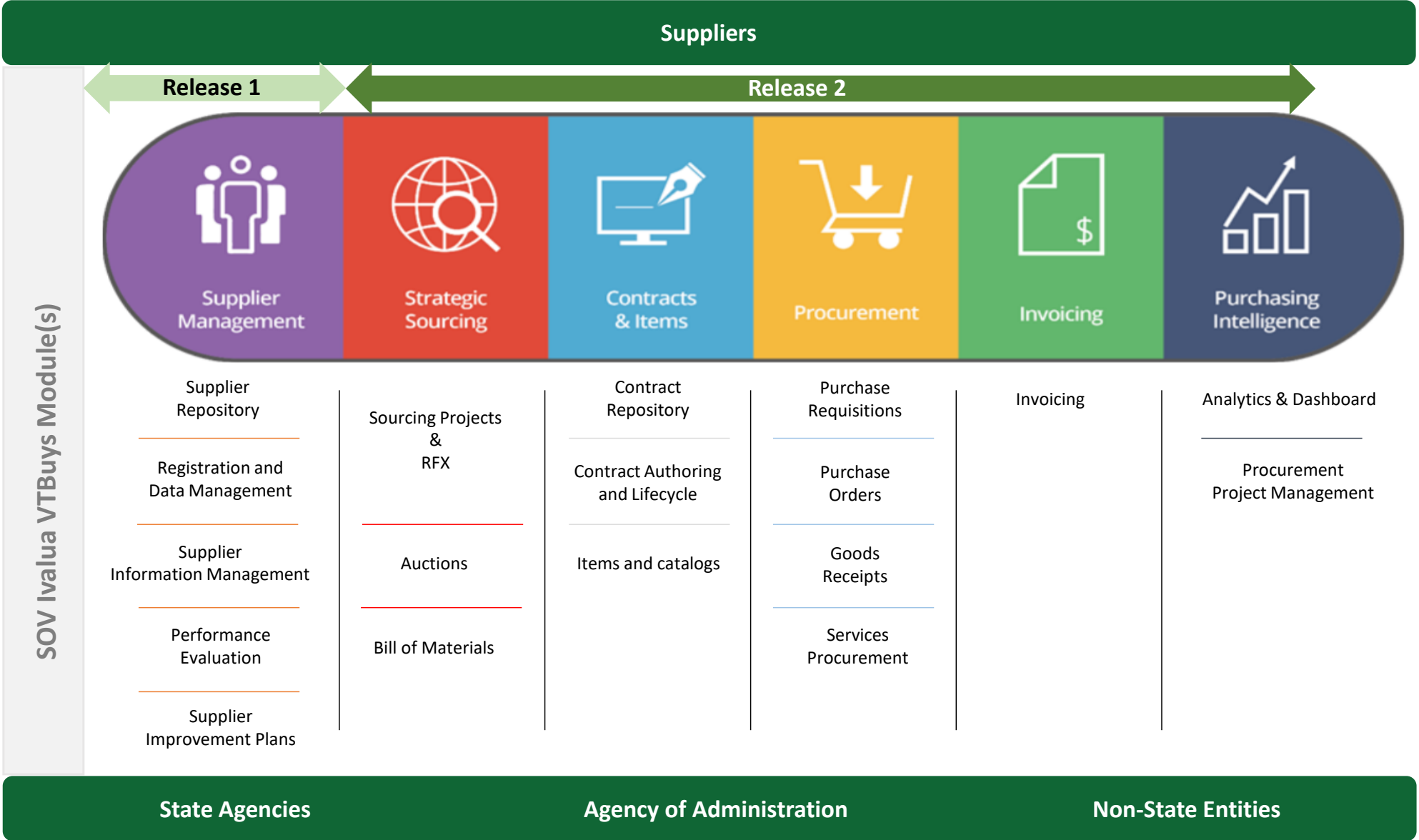
Transparent and Simplified Solicitations

- Develop, publish and award of solicitation opportunities all in one place.
- Build contracts from solicitations with electronic approvals.
- Supplier information securely shared across agencies.

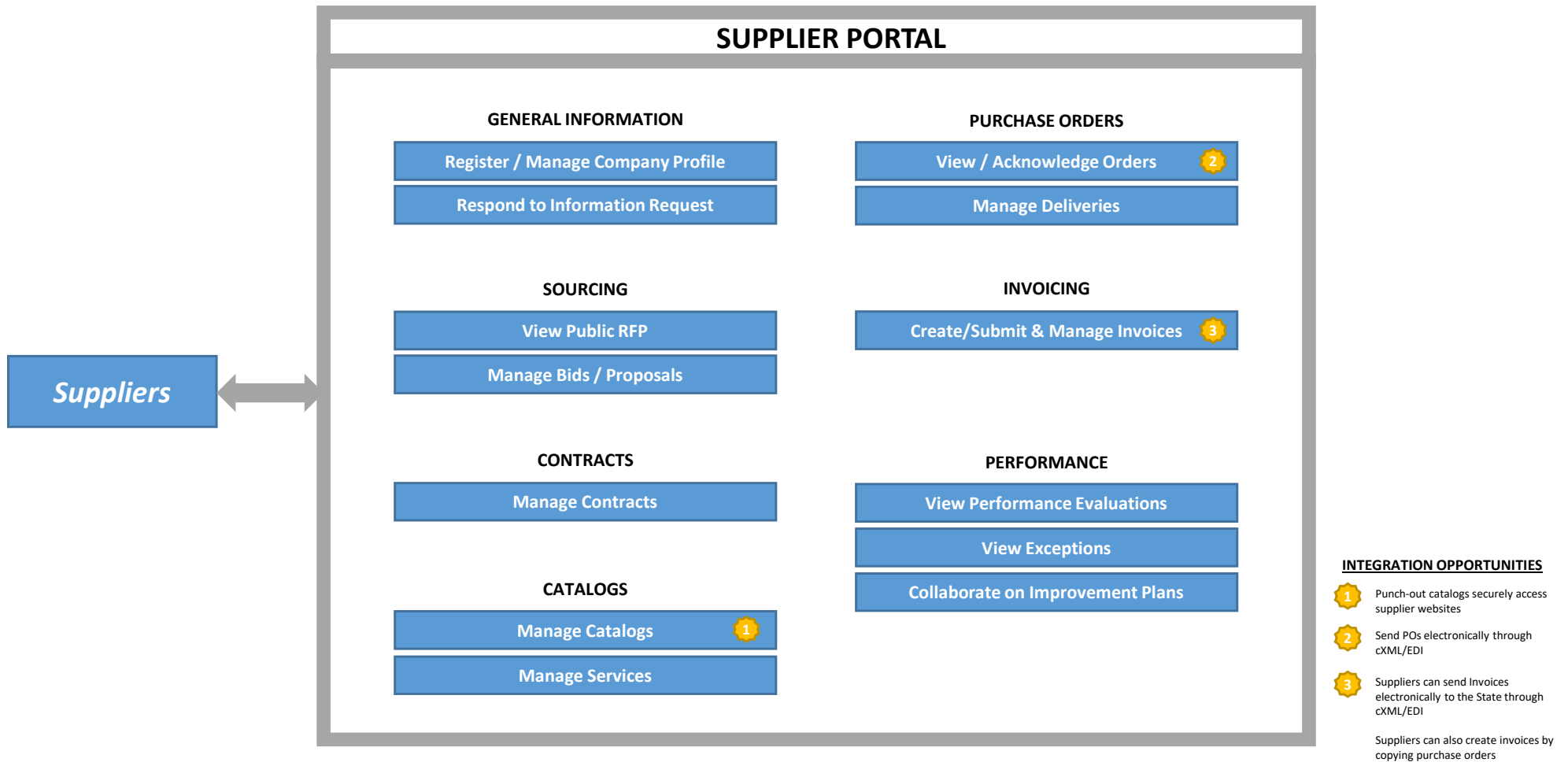
Why Are We Doing This Project?

	Current State	Future State
 Supplier Management	Primarily paper-based environment for supplier's interaction with the State, accompanied by standalone systems / portals.	An integrated portal that is one stop for suppliers to do business with the State and provides access to all supplier-facing components.
 Strategic Sourcing	State Agencies and Department manually manage the bidding process.	Automated bidding process for both the State and suppliers for all types of solicitations, leveraging standard templates and libraries.
 Contract & Items	State Agencies and Department manually manage the contracting process. The Office of Purchasing and Contracting manages an Access DB that contains certain contract metadata.	A single, central repository of all in-scope contracts. All contract processes are managed in one place, from negotiation, authoring, signature to renewal.
 Procurement	Purchase requests and orders are manually routed for approvals and submissions.	Catalog tied to contracts provides an on-line shopping experience, with automatic purchase request and order processing.
 Invoicing	Paper-based invoices are submitted by suppliers, with no visibility on approval progress.	Electronic invoices can be generated by suppliers, with visibility into invoice approval progress.
 Purchasing Intelligence	The process to pull data streams together from disparate manual processes and solutions / systems is time-consuming and prone to error.	Having all data in one place allows for robust data analytics and reporting to assess spend for more effective sourcing and contracting.

Solution Overview



How Can Suppliers Leverage the New System?



VTBuys Preview

Welcome to VTBuys eProcurement Portal



Welcome to the Group Purchasing Portal.

As part of optimizing purchasing processes and supply chain management, our group offers a dedicated tool for collaborative management of your purchases.

As the main tool for exchange between buyer and suppliers, the portal gives you the ability to access the life cycle of e-procurement, from the consultation phase (RFx) through the management of orders and deliveries, to the payment of invoices. It also allows suppliers to update their profile, catalogs and respond online to requests for proposal.

With this portal you will save time, have greater visibility and increase efficiency for the whole organization.

- [Frequently Asked Questions](#)
- [Access Training Materials](#)

For assistance contact the VTBuys Help Desk - (802)828-6620 Option 3

Office of Purchasing and Contracting
133 State Street, 5th Floor
Montpelier, Vermont 05633-8000
Phone: (802)828-2211
General email: SOV.OPC@vermont.gov

IDENTIFICATION

Login*

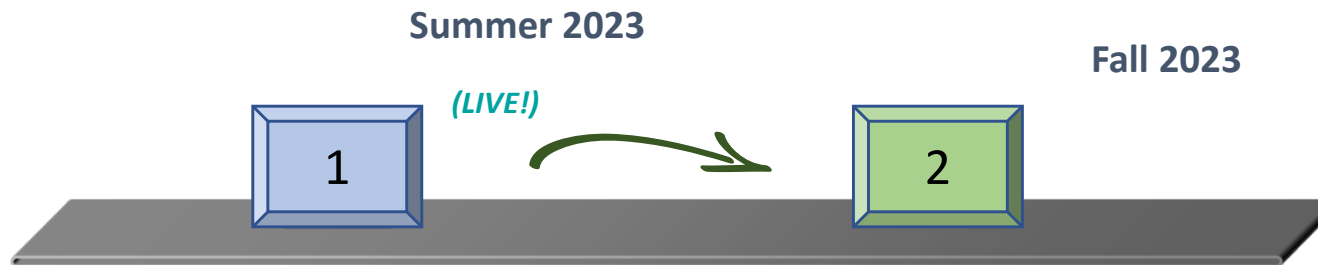
Password*

[Lost your password?](#)

- [Help Desk +1 650-930-xxxx](#)
- [New Supplier Registration](#)
- [Public Solicitations](#)
- [Show Public Contracts](#)
- [View Public Catalog](#)

[Technical Requirements](#)

When is it Happening?



- Self Service Portal
 - Register Business
 - Self-Manage Business Information and Credentials
 - Create/Submit W9s Electronically
 - Integration with VISION* to Create Payee Accounts
- Sourcing and Bid Management
- Contract Lifecycle Management
- Full Requisition to Order Processes
- Supplier Portal Access to Bid Opportunities, Contract Awards, Existing Contracts, Orders, Submit Invoices, and Payment Status
- Invoice Processing with Integration to VISION* for Payments
- Reporting, Dashboards, Data Analytics

*VISION is the States finance system

Q&A



Vermont Procurement Snapshot

- The State is comprised of 8 Agencies and approximately 60 standalone Departments with a budget for 2022 of \$6.8 billion
- The State has approximately 8,000 employees geographically located throughout Vermont. A subset of these employees will be VTBuys users.
- Non-State Entities (Political Subdivisions, Higher Education Institutions and other entities authorized to use State contracts) will have access to VTBuys. Potential user count for VTBuys has not yet been determined.
- The State targeted all Procurement Activities for VTBuys.

STANDARD SPECIFICATIONS FOR CONSTRUCTION BOOK UPDATE

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Wendy Ducey
Pre-Contract & Specifications Manager
December 13, 2022

EXPECTED DATES:

- Update Began: May/June 2021
- Last date to submit ⁺articles for Next Book: 2/17/2023
- Expected Delivery Timeframe: April/May 2023 (Digital Draft-
No Substantive Changes Expected)
- Expected Official Digital copy: June 2023 (not linked)
- Expected Printed Version Availability: August 2023
- Expected Digital Linked Version Availability: August 2023
- Advertise with Next Book: TBD



THINGS TO NOTE:

- In-Depth List of Changes will most likely be released with the Official Digital Version)
- 900 Special Provision ⁺ Pay Items will be replaced with Special Specifications (More details/training to come)
- Many of the updates are due to incorporation of some of the existing 900 Special Provision Pay Items
- Currently estimated: 1400+ Pages



Status of RFPs

Current and Upcoming

CURRENT/RECENTLY CLOSED

Paratransit Dispatching and Scheduling 2022 – This RFP will be done by ADS and BGS.

Aviation FBO Services 2022 – Knapp and Morrisville Airports – CLOSED 12/9/22

Historic Preservation Services 2022 – Contracts in process

HSIP Consultant Support Services - Selection made and contract drafted

Natural Resources Services 2023- Selection made and contracts drafted

Winter Maintenance 2022 – Contracts in process

Winter Maintenance 2022 RE-BID – CLOSED 12/12/2022.

Public Transit Consulting Services 2023 – Selection made and contract drafted

Structures Engineering Services 2023 – Posted 11/16/2022. Questions due 11/30/2022, Proposals due 12/19/2022.

Aviation Engineering Services 2023 – Posted 12/08/2022. Questions due 12/22/2022, Proposals due 01/12/2023.

UPCOMING/PENDING

AWOS System Replacement – BGS will provide this solicitation

Environmental Consulting & Resource Services 2022 – This set of primary contracts may not be solicited as BGS has contracts that AOT can utilize. May do project specific HazMat/Remediation Services via RFP as required.

AOT Crash Data Project 2022 – ADS/BGS will provide this solicitation

ROW Negotiations and Relocations Services 2022 - RFP Package sent to CM on 9/27/2022. Nothing received to date.

Statewide EV Charging Stations – I-89 Corridor. This is pending, may have an RFI first to gauge interest and additional information regarding services.

Park and Ride Stenciling and Line Stripping Services 2022 - This RFP will be delayed to process the Urgent Winter Maintenance RFP. Most likely will be solicited in January/February 2023