



# TxDOT/ACEC Workgroups

## 2022 PEPS Conference

Ana Mijares, Todd Thurber, Martin Rodin, and Dan Neal

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HELP

# #EndTheStreakTX

End the streak of daily deaths on Texas roadways.

TxDOT.gov (Keyword: #EndTheStreakTX)



#EndTheStreakTX Toolkit





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# Workgroups and Executive Committee



Meal receipt  
requirements for  
Invoice and Audits

Environmental  
Management System  
(EMS) training  
requirements

CEI scope  
improvements

PS&E Scope  
improvements

Impediments in  
invoicing

Cyber Security

LOE Tool  
Development

New Errors &  
Omissions Policy

# Executive Committee – original members



- ★ Bill Hale
- ★ Brian Barth
- ★ Lance Simmons
- ★ Quincy Allen
- ★ Lauren Garduño
- ★ Mo Bur
- ★ Kelly Morris
- ★ Martin Rodin

- ★ Peyton Knight
- ★ John Lamb
- ★ Doug Dillon
- ★ Kelly Kaatz

# Meal Receipts for Invoice and Audit



## TxDOT modified requirements:

- Meal receipts must be maintained for audit purposes
- Meal receipts do not have to be submitted with an invoice
- PEPS ODE Guidance  
<https://ftp.dot.state.tx.us/pub/txdot/ppd/ode-guide.pdf>



# **Environmental Management System Training Requirements**



## Environmental Affairs Division clarification:

- The training is to focus on “Each key staff member of the Engineer’s project team...”
- EMS training matrix:  
<https://ftp.txdot.gov/pub/txdot-info/env/ems/070-04-fig.pdf>

# CEI Scope Revisions



## Goal

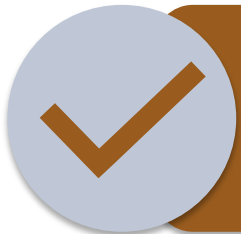
Reduce overhead costs  
and limit liability, where  
possible, on CEI  
contracts



Revised scope language that all could agree to use for future CEI work



Addressed concerns identified by General Counsel and Contract Services Divisions



Changes will be piloted during next procurement wave (FY23 Wave 2 - December 2022)

# PS&E Scope Revisions



## Whose idea was it anyway?

- Kelly Morris, Lufkin DE
- Todd Thurber, LJA

## What was the issue?

- Lengthy PS&E scope
- Requirements mixed in with “billable” tasks

## What is the solution?

- Revise the scope to move the requirements out of the individual Function Code sections



## TxDOT Team Members

Kelly Morris (Lufkin District)  
Ana Mijares (Beaumont District)  
Ronny Lackey (ROW Division)  
Justin Robertson (ROW Division)  
Paul Fierro (ROW Division)  
Dina Dewane (Bridge Division)  
ChunHo Lee (Bridge Division)  
Courtney Holle (Bridge Division)  
Ryan Eaves (Bridge Division)  
Michael Haithcock (Abilene District)  
Lucas Short (Austin District)  
Scott Morris (Lufkin District)  
Dan Neal (PEPS Division)  
Stacy James (PEPS Division)

## Consultant Team Members

Todd Thurber (LJA Engineering)  
Jason Verner (LTRA)  
Joseph Murphy (LTRA)  
Moosa Saghian (LTRA)  
LeAnne Napolillo (HNTB)  
Mike Zieminski (BGE)







Review the  
Standard  
PS&E Scope

Mark text  
that states  
requirements

Pull out  
requirements  
and compile  
master list of  
requirements

Edit the FC  
sections to  
show only  
“billable”  
tasks

Publish the  
updated  
PS&E scope  
template



## Original hydraulics text in FC 160 (161)

Determine the sizing of the drainage crossings. The scope may include extending, adjusting, or replacing non bridge-class culvert crossing or crossings as specified in the Work Authorization. Develop designs that minimize the interference with the passage of traffic or cause damage to the highway and local property in accordance with the State's Hydraulic Design Manual, District criteria, and any specific guidance provided by the State.

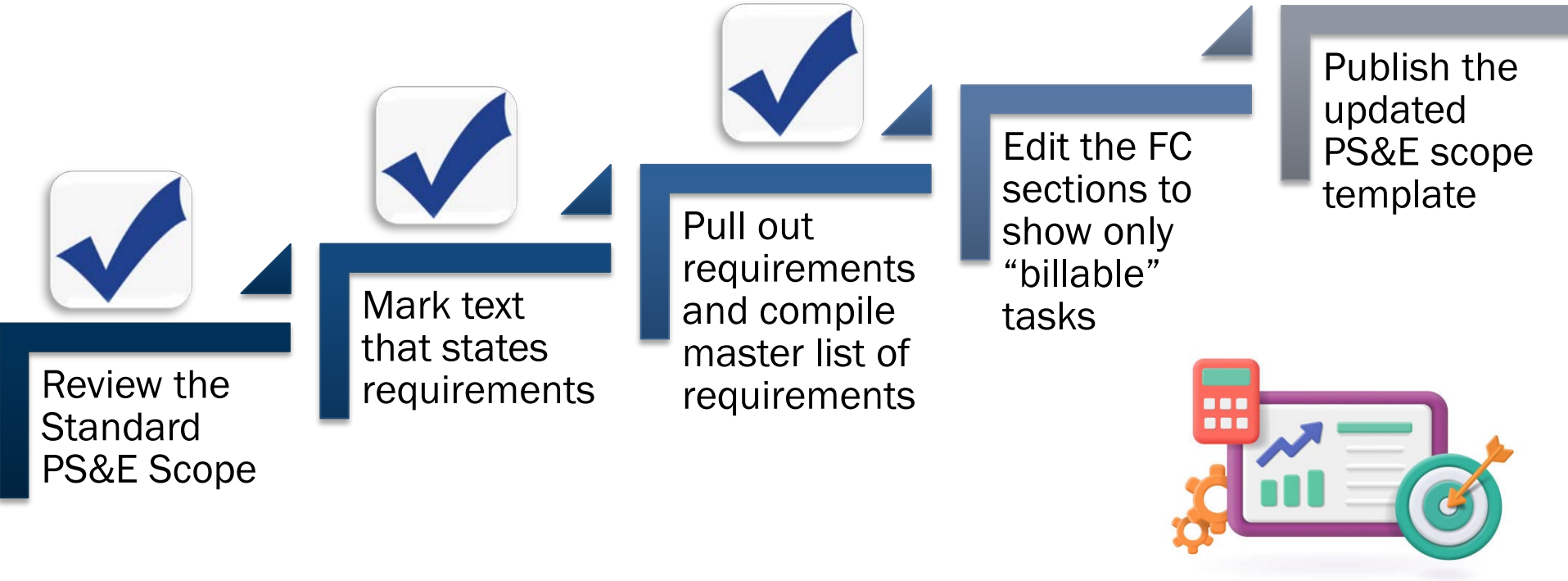
Split

## Requirements

Develop designs that minimize the interference with the passage of traffic or cause damage to the highway and local property in accordance with the State's Hydraulic Design Manual, District criteria, and any specific guidance provided by the State. Cross drainage design shall be performed using HY-8 or HEC RAS.

## Function Code "Billable" Tasks

Determine the sizing of the drainage crossings. The scope may include extending, adjusting, or replacing non bridge-class culvert crossing or crossings as specified in the Work Authorization.





Begin using the updated PS&E scope



Get feedback and refine



Consider updating other scopes



Create a plan for updating additional scopes



Update other scopes



# Invoice Impediments



## Goal

Decrease problems  
concerning the  
rejection of invoices



Development of a frequently asked question document

TxDOT and Provider training

- Use of labor categories with zero hours
- 30-day provision for invoice submittals
- Escalation in supplemental agreements

Potential policy changes

Improvements to the Lump Sum table of Deliverables

Improvements to the Invoice Template and process

# Cyber Security





## Goal

Identify areas where TxDOT's cybersecurity and ITD documents could be modified to improve clarity



## Areas of concern:

- Smaller firms cannot afford to meet Texas cybersecurity requirements
- TxDOT Security Questionnaire (TSQ) questions are sometimes confusing and are answered “yes” without understanding

# Errors & Omissions Policy and Dashboard



Conducted August 23, 2022, with PEPS, CST, and FIN

Rolled out the updates to the E&O process and new E&O tracking module in PS-CAMS

All 1E change orders identified after September 1<sup>st</sup> are input into the new PS-CAMS E&O module for tracking

PEPS, CST, and FIN are developing E&O reporting dashboard and cross checking with SiteManager to ensure each 1E change order is resolved

# Future Workgroup Efforts

# What's Next?

Preclusion timing for  
Prime and Sub  
Consultants

Preclusion of Prime and  
Sub Consultants for  
working with Developers  
and TxDOT within the  
same corridor

Escalation of Rates for  
Inflation

Application of Escalated  
Rates when added as a  
supplemental work  
authorization

Firms rejecting new work  
authorizations



# Contact Information

## Ana Mijares, P.E.

Beaumont Deputy District Engineer

 Ana.Mijares@txdot.gov

 409-898-5756

## Dan Neal, P.E.

PEPS COE Section Director

 Dan.Neal@txdot.gov

 512-416-2667

## Martin Rodin, P.E.

PEPS Division Director

 Martin.Rodin@txdot.gov

 512-416-2038

## Todd Thurber, P.E.

Senior Vice President, LJA Engineering

 tthurber@lja.com

 713-953-5077