

Preconstruction TAG Minutes – Oct. 7, 2008

Opening:

Meeting called to order by TAG Assistant Chairman, Penny Higgins, who welcomed everyone to the meeting. Member roll call was taken.

Members or proxies in attendance

Penny Higgins, North Carolina, Coordinator
Juanita Moore, Florida, Acting Assist. Coordinator
Mike Jenkins, Indiana
Marcita Wade, Virginia
Roger Bierbaum, Iowa
Andrea Spriggs, Maryland - absent
Chris Hampton, Tennessee - absent
Wanda Webb, South Carolina - absent
Cheri Shelton, Kentucky -absent
Tony Lamusga, Minnesota
Jim Ferguson, Nebraska
Matt Bromirski, New York
Kathy James, Montana
Lisa Mueller, Missouri – absent
Robert May, New Jersey - absent
Andy Crenshaw, Alabama
David Castlebery, Wisconsin

Other Attendees:

34 Attendees from various states
6 Attendees from ITI

Total Attendees = 51

Mission Statement

The mission statement was reviewed. Andy Crenshaw made a motion to keep / modify the mission statement as posted / copied below. Mike Jenkins seconded the motion; motion carried.

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.

Short term goals:

The short-term goals were reviewed. Jim Ferguson made a motion to keep / modify the short-term goals as posted / copied below. Roger Bierbaum seconded the motion; motion carried.

- **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**
- **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**

Long term goals:

The long-term goals were reviewed. Roger Bierbaum made a motion to keep / modify the long-term goals as posted / copied below. Mike Jenkins seconded the motion; motion carried.

- **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.**

Meeting minutes from 2007

The minutes of the 2007 meeting were reviewed. Roger Bierbaum made a motion to approve minutes as posted. Mike Jenkins seconded the motion; motion carried.

Election of officers

Resignation of Lisa Mueller as Coordinator

2008 Coordinator: Roger Bierbaum

Ballot Discussion

Penny Higgins

Ballot Items -

- 10341 – Report Project Spec Year Change Errors
- 10364 – Additional Bid Analysis

Demos

Bid Scopes and Alternates

Presenter:

Juanita Moore

wT -> Expedite -> Bidx -> wT Demo

Presented by:

Dave Huber

InfoTech

Items from Floor

Mike Jenkins

Data Classification of Items Resolution

Jim Johnson

Difference between Ballot/Enhancement/Backlog Items

Jennifer McAllister

Continued support of Client Server with wT releases

A motion to adjourn the meeting was made by Juanita Moore and seconded by Tony Lamusga.