



Alaska Society of Professional Engineers

A state society of the National Society of Professional Engineers



ASPE BOARD MEETING

December 9, 2008

Meeting Minutes

Meeting called to order: 12:06 PM

1. Roll call for Quorum: 7 present, 5 absent – Quorum Met

Present:

ASPE President-Elect:	Eric Eriksen
ASPE Treasurer:	Greg Latreille
ASPE Secretary:	Katie Swenson
ASPE HOD Rep:	Loren Rasmussen
Fairbanks Director:	Brad Fristoe
Juneau Director:	Maureen Hansen
APDC Representative:	Shawn Florio

Absent:

ASPE President:	Pat Coullahan
ASPE Past President:	Dave Lanning
ASPE Vice President:	Deb Allen
ASPE Scholarship Chair:	Frances Isgrigg
Anchorage Director:	Matthew Korshin

2. Approval of Agenda: Greg Latreille motions to approve. Seconded.

3. Approval of Past Meeting Minutes: Moved to next meeting.

4. Treasurer's Report: No formal report. Continuing to receive dues. Expect to receive our mass of income over the next 2 months. Receipt of dues is tracking normally; we are at about the same rate as this time last year.

5. Membership Report: None.

6. ASPE Calendar Update: None.

- 7. APDC Update (Shawn Florio):** See attached report - Update on APDC Activities, 12-9-08.
- Registration Fee – Board review showed that income was higher than expenditures, so they may be able to lower fees.
 - Extension of Mini-Brooks Act – QBS currently only extends to state agencies; extension of Mini-Brooks Act would include state and local agencies.



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- c. Reuse of Stamped Drawings – Goal is to stop non-licensed people from re-using stamped drawings. Example – A non-licensed realtor changes a set of stamped platted drawings and re-publishes it as part of something else without the signatory's authority. Goal is to stop non-licensed people from using stamped drawings. A person could still change a drawing if a new person stamped those changes because the liability would transfer.
- d. Not very good communication between the state board and APDC. Need to make sure communications stay open.
- e. Budget for 2009 – Shawn Florio will send out a copy of the proposed budget. Will send to Greg so he can send out to the members.

8. Old Business:

- a. Website – ASPE should consider taking over the website cost; Forrest pays for it now.
- b. Continuing Education Report
 - i. Loren Rasmussen contacted Art about the seminar. Art is very willing to do the seminar and would be willing to do one in Anchorage, Fairbanks, and Juneau. Need to pick a date and define what topics we would like the seminar to cover. We should send Art a letter to make the request formal.
 - ii. Need to pick a date. Pat and Deb are not present today; all agree that they should be included in this decision. Suggest that Loren, Pat, Deb, and Greg have a separate meeting to pick a date. Greg will spearhead and set a date for further discussion. Also need to agree on seminar and speaker topic details. Maureen and Brad should also be involved in this discussion.
- c. NSPE Fellow Nomination Status – Board voted to put Forrest Braun's name forward for nomination. Greg will make sure that paperwork gets in.
- d. ASPE 2008 Engineer of the Year Award – There are separate engineer of the year awards; 1 each for Anchorage, Fairbanks, and Juneau. E-week is an Anchorage event so they only recognize the Anchorage winner. This has been a historical point of contention for Fairbanks and Juneau.
- e. 2009-2010 Officers
 - i. Need new nominees for March meeting. All positions are covered with at least one nominee. Dave Lanning should be chairing the nomination committee.
 - ii. VP on State Board – Angela Smith. She will be moving to Juneau soon.
 - iii. Secretary – Katie Swenson had volunteered to continue as secretary.
 - iv. HoD – Loren's term is up. Dave Lanning is on nomination list to take over.
- f. E-Week Activities – No news.
- g. NSPE Officer/Professional Staff Participation in ASPE Spring Meeting Update – Are we getting an officer?? Question for Pat; will discuss next meeting.
- h. State-National Society Agreement – No news.

9. New Business:

- a. 2009 NSPE Conference
 - i. President and President Elect should both go to conference. Don't know who President Elect is yet, but the intent is that both offers attend the conference in July.



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b. Spring Meeting Discussion

- i. Mathcounts Competition – Hand out of awards is right after the competition this time instead of at the dinner. ASPE board members are invited to the competition and are encouraged to attend if they would like to.
- ii. Room – Need to get number of people staying over so that rooms can be reserved. This is also the weekend of the basketball tournament so get rooms reserved ASAP. Eric Eriksen will send an e-mail out to the board so everyone can respond with the number of rooms they would like.
- iii. Lunch/Dinner – Would we like to do a dinner with the Mathcounts students or on our own? Sounds like the students are doing a luncheon so it may be best to join in on the luncheon and then do our own dinner so we have more time to interact. Usually we just show up for the Mathcounts awards ceremony. Do we want to coordinate lunches or do our own lunch? Will be more efficient if we do our own.
- iv. Last year the Banquet and Membership Meeting were held at the same time because the meeting is quick.
- v. People will be coming in on Friday morning. The major issue for timing will be when the Fairbanks plan arrives.
- vi. Would like to include a legislative tour if possible. If not, that's fine.
- vii. Greg will talk with Eric about the schedule. Will get a rough schedule set up and send out to everyone so people can chime in. Biggest thing is to book the hotel rooms.
- viii. Loren – Would really like Eric to give his presentation on the avalanche in Juneau and restoring power. Would rather do this than the legislative tour.
- ix. Eric – Would definitely be willing and will add this presentation to the proposed schedule. Will only take a half hour or so. Will also put the basketball game and a breakfast on the schedule for those who are interested.

10. Meeting Adjourned: Motion to adjourn by Greg Latreille. Seconded by Brad Fristoe.
Meeting adjourned at 12:56 PM.

ATTACHMENTS:

Update on APDC Activities, 12-9-08



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ASPE Meeting Agenda: 9 December 2008

Location: BBFM Engineers, 510 L Street, Ste. 200

Call in Number: 800.391.1709

Bridge: 596672

- 1) Roll Call
- 2) Approval of Agenda
- 3) Approval of Past Meeting Minutes
- 4) Treasurer's Report
- 5) Membership Report
- 6) ASPE Calendar Update
- 7) APDC Update (Shawn Florio)
- 8) Old Business
 - a) Website
 - b) Continuing Education Report
 - c) NSPE Fellow Nomination Status
 - d) ASPE 2008 Engineer of the Year Award
 - e) 2009-2010 ASPE Officers and Board Nominations
 - f) E-Week activities
 - g) NSPE Officer/Professional Staff Participation in ASPE Spring Meeting update
 - h) State-National society agreement
- 9) New Business:
 - a) 2009 NSPE Conference
 - b) Spring Meeting discussion
- 10) Adjourn

Update on APDC Activities
ASPE State Board Meeting
Provided By: Shawn Florio, ASPE Representative
December 9, 2008

Legislative Liaison Committee (LLC)

Recent Past Issues

- 1. HB151: Introduced and passed in 2008**
 - a. An Act requiring an indemnification and hold harmless provision in professional services contracts of state agencies, quasi-public agencies, municipalities, and political subdivisions
 - i. Previous statute allowed agencies to (contractually) place liability on design consultant
- 2. CEU Revisions to Registration**
 - a. Worked with AELS on these new requirements
- 3. Fall Forum – November 13, 2008**
 - a. Focus on State Infrastructure
 - b. Frank Richards, PE – Deputy Commissioner ADOT/PF

Current/Upcoming Issues

- 1. 2009 Legislative Fly-In Issues**
(February 11 & 12, 2009)
 - a. AELS Board Issues**
 - i. Sunset Bill
 1. AELS Sunsets June 30, 2009
 2. Legislative Budget & Audit Committee recommends
 - a. Extension of AELS to 2017
 - b. Review registration fee structure & consider decreases
 - c. Governor to fill vacancies in timely manner
 - d. Review corporate registrations to assure regulatory compliance
 3. APDC will support bill in 2009
 - b. Extension of Mini-Brooks Act**
 - i. Qualifications-Based Selection (QBS) currently only extends to state agencies
 - ii. APDC to expand QBS requirements to all recipients of state capital improvement funds
 1. Would include state as well as local government entities and any other recipients of state funding for capital projects
 - c. Reuse of Stamped Drawings**
 - i. Prohibit alteration of sealed professional drawings except by the original sealer of the document.

Current/Upcoming Issues (Continued)

d. Landscape Architect

- i. Convert position on the AELS board to a full, voting position

e. Support of State Infrastructure Needs

Other Current Issues

AELS - General vs. Discipline-Specific Licensure

AELS Board looking toward a non-discipline specific PE license, but to continue moving forward with adding the disciplines of fire protection, structural and environmental as a first priority.

Stipends for AK District Design-Build

APDC & AGC worked to get COE to provide stipends for DB projects

- Recent projects has shown some success

APDC Background (<http://www.apdc-ak.org/index.htm>)

The Alaska Professional Design Council (APDC) is an umbrella organization that provides a forum to coordinate and complement the efforts of its member societies, especially in areas of public policy and education. Each of the member societies has 2 seats on the APDC Board of Directors, which governs activities and policies.

The APDC Board maintains close contact with the state Board of Registration for Architects, Engineers and Land Surveyors (AELS Board), monitors legislation in Juneau, and works with other agencies and organizations in Alaska to weigh in on issues affecting professional practice, when there is a unified voice among members. If member organizations are not in agreement, APDC encourages all societies with an interest to provide feedback directly on behalf of their members.

Alaska Designs is the primary tool used to communicate among member organizations. With a circulation of about 1,500, it is distributed to almost every architect, engineer, land surveyor, landscape architect, interior designer, and professional services marketer in Alaska. Advertising is a great way to reach APDC members and support the organization. Recent issues are available through the top icon in the right border.

Members of Alaska Professional Design Council are the Alaska Society of Professional Engineers; Alaska Society of Professional Land Surveyors; Alaska sections of American Society of Interior Designers, American Congress on Surveying and Mapping, American Institute of Architects, American Society of Civil Engineers, American Society of Landscape Architects, American Council of Engineering Companies, and Professional Engineers in Private Practice; and the Structural Engineers' Association of Alaska.

<u>Current Board of Directors</u>	<u>Other Contacts</u>
President Frank Rast, PE ACEC, 522-1707	Legislative Liaison Committee Chairman: Dale Nelson, PE, 230-5416 Lobbyist: John Walsh, jmwalshco@gci.net
President Elect <i>Pending</i>	Qualifications Based Selection Committee Sam Combs, AIA, 346-3990
Treasurer Mary Knopf, ASID, 561-5543	Anchorage School District Capital Advisory Committee Daphne Brown, AIA, 272-8833 Virginia Groeschel, EIT, 562-2000
Past President Rob Lang, PE ASCE, 786-1900	Client Contract Task Force Boyd Morgenthaler, PE, 257-9100
Executive Director Angie Monteleone, 230-2454	ASPE Representatives Ted Trueblood, PE, 279-0543 Shawn Florio, PE, 644-2030



Alaska Professional Design Council • PO Box 100515 • Anchorage AK 99501-0515

Qualifications-Based Selection of Professional Services

Qualifications-Based Selection (QBS) for professional design services has been required on the federal and state levels for many years. Practically all professional societies and associations have information about QBS. In addition, many states have statewide QBS committees and organizations supported by that state's professional associations. A search on the Internet will yield hundreds of sources of information on QBS. Some of the basics of QBS are discussed in detail below.

What is QBS?

Qualifications-Based Selection is a process of choosing a professional design firm for a project. The decision is based on a list of criteria, not on price. The list can include the ability of the firm, the workplan, schedule, availability, management plan, references, and experience of the firm as a whole and of the individuals proposed. Each owner chooses any or all of these criteria and weights them according to project needs. For example, if the design has to be completed in a short time, schedule and availability could be weighted higher than experience. If it's a complex project, especially one that hasn't been done before, specific experience might not apply, so the workplan might be most important. There are all types of variations in requests for proposals (RFPs) depending completely on the owner or the RFP preparer.

When the proposals are received, a selection committee grades each proposal and generally negotiates both a detailed scope of work and a fee with the highest ranked proposer. In the unlikely event that an owner and the top-ranked design firm cannot reach agreement, the owner can negotiate with the next highest proposer.

The Difference between a Bid and a Fee

When construction contractors bid on a job, they have thorough, detailed and quantifiable criteria on which to place a price. The bid documents tell them exactly how many and what type of windows and doors, quality and quantity of materials and equipment, the type and color of the finishes, etc. At bid opening, the owner knows that the building will look the same no matter who constructs it. Therefore, it comes down to who can construct the building for the least amount of money.

Purchasing design services, however, without benefit of a detailed scope of work, detailed scope of services, and a face-to-face negotiation is not quantifiable because a broad RFP is so open to interpretation. The types of services the owner is expecting may be interpreted differently by each firm proposing. Therefore, when owners compares fees for professional services, they more than likely end up comparing apples to nuts. A lower fee generally means fewer services or a lower level of service. If the owner accepts the fee and then realizes that a need for services that were not included, the contract must be amended and costs rise. In fact, in Maryland, they discovered that using fee-based selection actually cost the owners more than a qualifications-based selection.

Negotiating a firm scope of work with the highest ranked design firm and a corresponding fair cost for those services is the best way for owners to get what they are expecting: a quality design at a reasonable price.

QBS Sources

There are many sources for QBS materials on the Internet. In fact, going to <http://www.google.com> and searching for "qualifications based selection" will get hundreds of hits. Listed below are just a few of the many sources for QBS information. In addition, Evelyn (Evie) Clark, CCA, the APDC's QBS Chair, has collected materials from various sources. These materials are available for your use. Evelyn can be reached at Coffman Engineers in Anchorage (direct line 257-9242).

Listed below are links to some of the organizations that have QBS material online. Functional hyperlinks to these sites are also included on the APDC Links page.

[New Hampshire Qualifications Based Selection Committee](#)

[Consulting Engineers Council, Minnesota Chapter, OBS Handbook](#)

[National Society of Professional Engineers, Issue Brief](#)

[American Council of Engineering Companies](#)

The Brooks Act: [How to use Qualifications Based Selection](#)

Professional Surveyor Magazine online:

[Point-to-Point, Qualifications Based Selection](#)

[AIA Kansas Chapter - Qualifications-Based Selection Handbook](#)