

PREQUALIFICATION COMMITTEE
OPEN SESSION
MINUTES – January 10, 2019
9:00 A.M. EST

The following Committee members attended the meeting:

Chris Serak	Director of Prequalification Division; Committee Chair and Voting Member only in case of tie
Jose Murillo	Prequalification Engineer; Committee Secretary and Non-Voting Member
Jeff Clanton	Consultant Contracting Manager; Voting Member
Louis Feagans	Statewide Technical Services Director; Voting Member
Joe Novak	Crawfordsville District Construction Director; Voting Member
David Holtz	Pavement Director; Voting Member
Jason Spreen	Fort Wayne District Construction Director; Voting Member
Joe Gustin	Finance Senior Director; Voting Member
Heather Kennedy	Deputy Commissioner Capital Program Management
Jim Stark	Director of Multi-Modal Planning and Programs; Voting Member
Libby Crawford	Economic Opportunity Division Director; Voting Member
Aggie Wagoner	Prequalification Specialist; Administrative Coordinator and Non-Voting Member

Also in attendance:

Alison Grand	Deputy Commissioner and Chief Legal Counsel; INDOT
Steve Duncan	Director of Contract Administration Division; INDOT
Joan Widdifield	Compliance Investigator; INDOT

Steve Duncan	Director of Contract Administration Division; INDOT
Erik Seef	Area Engineer; INDOT
Don Thornton	Area Engineer; INDOT
Linda Jelks	Attorney; INDOT
Roland Fegan	Deputy Commissioner of Construction; INDOT
Ben Borcharding	Transportation Dept Mngr; American Structure Point; ACEC Rep

The Committee reviewed the following agenda items:

1. Call to Order and Welcome
2. Adoption of December 6, 2018 meeting minutes
3. New Member Introductions
 - a. Elizabeth (“Libby”) Kiefner Crawford, JD; Director, Economic Opportunity Division
 - b. Jason Spreen, PE; Fort Wayne Construction Director
4. Matter Updates
5. Consultant Performance Subcommittee Update
6. Contractor Performance Report
7. New Business
8. Public Comment
9. Executive Session
 - a. Strategic Planning
10. Adjournment

PREQUALIFICATION COMMITTEE MEETING
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Serak, Committee Chair, called the meeting to order at 9:09 a.m. EST. All Committee members were present. Serak said we will hold off discussing agenda item nine, and he will meet with three members at a time to discuss this topic.

1. Call to Order and Welcome
2. Adoption of December 6, 2018 meeting minutes.

Serak asked if there were any questions or other changes that needed to be made.

The members did not have any questions or additional changes.

Novak moved to adopt the minutes from the December 6, 2018 meeting.

Holtz seconded Novak's motion. All members voted in favor.

3. New Member Introductions

Mr. Serak introduced the two new members of the Prequalification Committee: Elizabeth ("Libby") Kiefner Crawford, Economic Opportunity Division Director and Jason Spreen, Fort Wayne District Construction Director.

4. Matter Updates

A brief overview of pending performance matters provided by Serak and Murillo.

5. Consultant Performance Subcommittee Update

Clanton presented a summary of the recent work carried forward by the Consultant Performance Subcommittee. Three new substandard reports were sent out after the second quarter report was finished on January 1, 2019. Clanton informed the Committee that the subcommittee would meet next on January 18, 2019.

6. Contractor Performance Update

Murillo gave an update on American Contracting. Murillo said they had a very valuable discussion and a road map was made for them to become prequalified again. This plan includes five action items.

7. New Business

There was no new business.

8. Public Comment

Serak asked if there were any comments or questions from the public. There were no comments or questions offered by meeting attendees.

9. Adjournment

The Committee's business having been concluded, Feagans moved to adjourn the meeting and Novak seconded the motion. All members voted in favor of adjourning the meeting.

The meeting adjourned at approximately 9:30am. EST.

