



WisDOT e-Contracting Committee Meeting

When: Tuesday, October 4, 2106

Time: 1:00 PM – 4:00 PM

Location: Madison Hill Farms – Waukesha Room 701

DOT TEL DTSD SWB TConf3 888-557-8511 Access Code 4253910

ATTENDEES:

X	Sharon Bremser	X	Bill Strobel
	Beth Cannestra	X	Mike Treazise
X	Nate Czech	X	Brenda Veeseer
X	Randy Knoche	X	Mike Bakalars
	Mike Kretschmer	X	Darin Blang
X	Dan Meinen	X	Joe Bunker
X	Biren Patel	X	Troy Gagner
X	Mitch Patoka	X	Derek Hungness
X	Diane Phaneuf	X	Mike Statz
	Mark Ploederer	X	Brian Wilson
	Jeff Stewart		
Time	Lead	Topic	
1:00 PM	Dan	Introductions	
1:10 PM	Sharon	New Items <ul style="list-style-type: none"> Dan Meinen has accepted a new position as the Project Management Unit supervisor. A new CARS Administrator will be in place late this year or early 2017. In the meantime please direct all CARS questions to the CARS Mailbox. 	
1:15 PM	Sharon/Joe	Scope and Fee Focus Group Completion <ul style="list-style-type: none"> Thank you and congratulations to all who participated in the scope and fee focus groups. A formal thank you from DTSD management will take place October 10. The standardized scoping hours will help deliver projects for years to come. 	
1:30 PM	All	Final Wage and Classification <ul style="list-style-type: none"> The final wage and classification agreed upon by the Econtracting group will be incorporated into the scope and fee book 	
1:45 PM	Mitch/Sharon/Dan	Estimate/Schedule/Solicitation/NOI Demo <ul style="list-style-type: none"> Demo of current Masterworks build 	

2:30 PM	Sharon	Consultant Registration Requirements - MW login/Consultant Admin/Key Staff Library <ul style="list-style-type: none">• Tentative ok for all employees of a firm to see direct cost summary• WisDOT is exploring changing its financial disclosure requirements look more similar to national looks• Discussion on roles and security
3:00 PM	All	Implementation/Training <ul style="list-style-type: none">• Training will take place in early 2017.• WisDOT will ask for a list of consultant administrators at this time
3:45 PM	All	Round Robin <ul style="list-style-type: none">• Discussion on when/how to invoice to activities• Next Meeting December 6, 2016
4:00 PM		Adjourn