AMERICAN COUNCIL OF ENGINEERING COMPANIES OF OKLAHOMA
ACEC / OKC Partnering Committee

Wednesday, June 17, 2026

In Person Attendees: Barry Lodge, Brandon Bundy, Josh Doughtery, Keith Angier, Lydia Leslie, Marc Long, Mike Thompson, Patty Pool, Rick Johnson, and Sean Kavanaugh

Meeting Minutes

1. **Quality of Plans**
    a. OKC continues to see issues with the quality of plans submitted
    b. Most issues are in the contracting or administration aspects (pay items, pay item notes, etc.)
    c. It was noted that the review process is somewhat inconsistent and may have different reviewers.
    d. It is "okay" to ask for clarification to comments but may not know who to ask. It was suggested to start with the project manager via email.
    e. Noted the City likes the comment log and helps reviewers to stay focused on new comments.

2. **OKC Client Questionnaire**
    a. OKC received about 20 responses.
        i. The low responses were attributed to:
            1. Too many questions
            2. May have been blocked by spam filters
        ii. Agreed to send follow up to engineering community via ACEC

3. **Right of Way Documents**
    a. TABLED FOR NEXT MEETING

4. **Solicitations - Advertised Scope**
    a. Discussion revolved around how to provide more information about the project to assist with teaming configurations and reduce preparation costs:
        i. OKC still prefers the "Easter Egg" method of project scope since it encourages creative thinking.
        ii. May add information about needed services (survey, easements, Geotech, etc.)
        iii. Suggested that the description include funding source and other project constraints
    b. OKC may use on-call surveys to get projects set up and allow expedited progress.
    c. OKC may also look at clearing the project corridor.

5. **OKC Process Updates**

ACEC OKLAHOMA

a. OKC is issuing rejection letters via email after selection has been made and it may take 1- 2 weeks to receive.
b. The interview process will allow the consultant to bring a laptop to the interview for presentations.
    i. Need to leave a USB flash drive with final presentation
    ii. Need to bring all equipment needed to connect to the OKC system including HDMI cable.
c. Trying to allow for as much time as possible to prepare. Currently allowing 2 weeks plus 2 days

6. Next Meeting Topics

a. ROW Documents
b. QA/QC Checking
c. Utility Coordination

7. NEXT MEETING TO BE IN SEPTEMBER