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**ACEC/ITD Liaison Committee Meeting  
April 28, 2026 – 3:00 pm  
ITD HQ, C1 Broadway Conference  
Room**

***\*Meeting Notes (by Ryan V)***

Attendees

ITD – Amy S, Mohsen A, Chad C, Eric S, Connie R (remote), Ronnie W (remote), Asali C (remote), Todd H (remote)

Consultants – See list below

New Business

1. Feedback on Program Development Conference from both ITD/Keller
  - Appreciate the invite!
  - Loved the networking and interaction
  - Feedback on poster displays
  - Room setup was challenging (perimeter area was too small)
  - ***ACEC Membership is appreciative of the opportunity to be involved***
  - ***ITD personnel liked the format and opportunity to interact with and meet various consultants.***
  - ***In future opportunities, more room or a different room set up may be more comfortable.***
  - ***ITD may entertain a similar format for the 2027 conference, which will be organized by D3 (2026 Conference was organized by D4).***
2. BABA compliance strategy-Heather Carroll
  - Qualified materials list, products, etc.
  - ***BABA Certification is required before material goes into the ground.***
  - ***The QPL list is a checklist that indicates material “could be compliant.”***
  - ***AASHTO is developing a program that can compile self certifications that will help with the issue. AASHTO is compiling a list of materials that are difficult to meet BABA requirements by performing a survey of all state DOTs.***
  - ***Designer needs to do some work and have documentation to show supplier can meet BABA compliance requirements during the design phase.***
  - ***915 Form submittal process is online. Designers can go online and see what has been approved – though this may be a short list currently. Consultants may not have access to this – they can contact the Construction Materials Section for more information.***
3. Impact of budget cuts -Molly Loucks
  - No Strategic Initiative Fund projects

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- *On a high-level, ITD is anticipating ~\$1B to be moved to the Early Development Program in the draft ITIP.*
  - *ITD will focus on OPRE – Operate, Preserve, Restore, Expand. The Pavement and Bridge programs are funded at \$200M/yr and \$100M/yr, respectively.*
  - *The Idaho Transportation Board wants to focus on continuing project development and studies to the greatest extent possible so we're in a good position when funding is restored.*
  - *ITD assumes a steady federal funding level for budgeting purposes.*
4. Invoice processing and payment delays (multiple Districts)-Paul Wasser
- Per diem issues
  - Pro-rating taxes
  - *ITD indicated any delays are an administrative matter, not a funding issue as all active projects have funds allocated.*
  - *ITD indicated there are instances where primes are not submitting subconsultant or subcontractor invoices monthly, as required.*
  - *Consultants expressed concern about variances and lack of consistency in invoicing expectations and practice between various districts, leading to confusion and delays.*
  - *ACEC will submit more specific concerns to ITD who will discuss with DCOM's.*
  - *ACEC members indicated it may be helpful if ITD could provide some additional training for DBE and small firms on ITD invoicing requirements and expectations to help avoid invoicing delays on prime contracts by helping.*
5. TECM update – Eric
- *ITD provided a brief overview of TECM history and background*
    1. *TECM is used to pay for projects that would normally be burdensome to the normal funding program.*
    2. *Eric provided an overview of how bonding in the program functions and its advantages and limitations.*
  - *TECM will continue to develop existing projects to have projects ready for funding when restored.*
  - *ITD current order of priorities: Operate, Preserve, Restore, Expand (OPRE)*
  - *The feeling right now is the next bond sale may be in Q1 or Q2 of 2027, but is revenue dependent.*
6. Office of Civil Rights update – Connie
- *EEO and Labor compliance*
    1. *ITD has been doing file reviews and is noticing some gaps.*
    2. *ITD would like to provide training to ensure consistency*
    3. *Currently, ITD provides an annual four-part training delivered each April. This training is advertised to registered vendors in*

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***the B2G system. Also, DCOMs and PM's are aware of the training so they can forward the information to interested parties.***

7. Quality Assurance Supplementals – Chad
  - ***Chad C. indicated that not much progress has been made on the supplementals as ITD has been focused on other priorities but expects work on these supplementals to resume in June. ITD has previously compiled feedback from consultants and others.***
8. Consultant Services Staffing – Mohsen
  - ***Mohsen A. reported consultant services recently lost two staff members, but has new hires starting May 11.***
  - ***Agreements may be delayed in the short term due to the changes in staffing.***
9. Lump Sum Contracting Update – Mohsen
  - ***Only one LS contract issued in 2025***
  - ***One or two LS contracts were issued already in 2026***
  - ***ITD plans to keep this trial period going for now***
10. Certified Wage Rate Survey – Mohsen
  - ***ITD indicated the trial period is over and this will be made policy, with a target implementation around end of June.***
11. ***ITD provided an update on recent and upcoming changes at ITD - Chad***
  - ***Todd Hubbard is the new Chief Operations Engineer***
  - ***Three new district engineers***
    1. ***Ryan Hawkins (D1)***
    2. ***Don Durgin (D5)***
    3. ***Doral Hoff (D2) will be leaving ITD in June***
  - ***Scott Stokes will be leaving in June***
  - ***Dave Tolman (chief financial officer) will be leaving in June***
  - ***Chad Clawson is the new Chief Engineer***
12. ***Discussed use of UAS (drones) on projects - Chad***
  - ***Feds have a list of approved devices and software as well as a list of banned devices and software. This list will be coming out through ITD and applies to use on federally funded projects.***
    1. ***ITD is still deciding if the list will apply to state-funded projects.***
    2. ***The list will also have an insurance requirement component.***

#### Old Business

1. CEI Inspectors Training and Availability Update—Dave K/ Chad C
  - Goal 1: Increase Inspector Labor Pool

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1. Possibly eliminate WAQTC prerequisite for taking the IQP exams to be an inspector.
  2. Some type of a “intern” inspector program where they could work under a Lead Inspector.
  3. Alternative training other than WAQTC for inspectors
    - Basic training on sampling FOP and why testing is necessary
    - Provide inspector training for testing intervals etc.
- **Terri Hansen is leading a group and coming up with training ideas and requirements.**
  - **This is an ongoing effort with progress being made.**
    - Goal 2: Make it simpler for new inspectors to succeed
      1. Simplify QA manual language for inspectors, contract administrators (non-engineers)
      2. Update QA manual with written instructions that are easier to read and understand instead of the current MTR format
2. New ITD Consultant Portal Roll-out Update– Mohsen
    - Consultant feedback:
      - faster responses with term agreement submissions
      - term agreement renewal was a bit clunky
      - Kayla Green has been helpful
    - **Seems to be working well, but let Mohsen A. know if you have any feedback for ITD to consider.**
  3. ITD Digital Delivery Update (findings of HDR survey) – Mohsen
    - **This effort is ongoing**
  4. Update to Environmental Process/Requirements – Aaron S
    - **Tabled till next month.**
  5. Additive Bidding Update – Mohsen
    - **The first optional bid was done in 2026.**
    - **The second optional bid is in the works for 2027.**

#### Parking Lot

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1. Update to Environmental Services Categories for Term Agreement (Ester C)
2. Increase to Consultant Term Agreement limits policy change update

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Attendees

***Justin Walker***

***Tim Blair***

***John Ringert***

***Heather Carroll***

***Jeremy Robbins***

***Molly Loucks***

***Ryan Van Leuven***

***Paul Asahton***

***Paul Wasser***

Consultant Organization

***Keller***

***JUB***

***Kittleson***

***Jacobs***

***NV5***

***Burges & Niple***

***Shannon & Wilson***

***Parametrix***

***Schnabel***