

Center for Job Order Contracting Excellence

Meeting Minutes October 24, 2002

Meeting Location: University Club - Arizona State University - Tempe, Arizona

Attendance List: Rich Barrick - Allied Surety
Gary Aller - Arizona State University
Ken Jayne - Applied Innovative Management
George Sturgis - Centennial Contractors
John Savicky - Arizona State University (Monday)
Clint Owings - The Gordian Group
Ed Baldwin - Centennial Contractors
Mark Bailey - Centennial Contractors
Charlie Bowers - Centennial Contractors
Bob Stewart - ACE / Arizona State University
Tom Peeler - Mohave Educational Services Cooperative
Mark Fleming - Corbins Electric
Marco Spagnuolo - SDB, Inc.
Ron Crawford - 3DI
Bill Sweetser - Centennial Contractors
Wylie Bearup - City of Phoenix
Mike Ladino - Shughart Thomson
Hank Traeger - Arizona State University, General Counsel
Jim Ernzen - Arizona State University/DEWSC
Bob Gair - RS Means
Steve Preiss - Del-Jen, Inc.

1. Meeting called to order by Industry Chair Rich Barrick at 8:05 AM.
2. Attendees introduced themselves and their affiliation.
3. Minutes from July 15 and 16, 2002 meeting were read. Motion to approve by Ken Jayne, seconded by Bill Sweetser and unanimously approved.
4. Financial report was presented by Gary Aller. Motion to approve by Mark Fleming, seconded by Tom Peeler and unanimously approved. Clint Owings asked for a running total of payments and membership dues invoicing information. Aller to provide.
5. ACE / CJE relationship. Aller provided background, historical information and details surrounding ASU's formulation of the ACE program and further development of CJE.

6. Membership Update. Since the July 2002 meeting, new members are: City of Phoenix, RS Means Consulting Group, Sentinel Industries,

Gary Aller and Tom Peeler have and/or will extend CJE membership invitations to all “Mohave “ contractors, subcontractors, suppliers and affiliates.

Discussed the following Membership issues / elements / ideas:

- Need to define “What do we get out of CJE?”
- Identify CJE as an “owner and contractor” group.
- Provide members with contract documents, publications, research information, and articles germane to Job Order Contracting.
- Raise level of JOC awareness in the industry and “on the street”.
- Standardize documents for more uniform usage.
- Obtain surety industry assistance and support for JOC contractors.
- Publish contractors’ performance and approval reports for Owner information.
- Create more work opportunities.
- Establish a “certification program”.
- Create and use Performance Based Reviews.
- Add CJE membership to RFP’s.
- Compare performance lines and results of evaluations with others.
- Develop outreach program.
- Identify when “membership benefits” would begin.
- Need to develop a larger critical mass of members.
- Website needs up-dating and revision
- Need more broad-based membership including contractors, clients and agents

Aller asked for comments regarding “Certification” and what elements members feel important to establishing a certification process. Would companies be certified? Would individuals be certified? How would professional skills be evaluated and/or improved in a certification and continuing educational process? Could ASU be utilized for these purposes? Please send comments to Aller for further discussion at the February 2003 meeting.

7. Houston Chapter Up-date. Dave Pinkerd did attend the CJE meeting and no report was made. Rich Barrick, Ken Jayne and Dave Pinkerd will continue to work on a pilot chapter proposal for review at the February 2003 meeting. Ron Crawford and 3DI volunteered to participate in the pilot chapter program.
8. Model Contract. Members Rich Benton and Gary Aller have prepared a draft contract specific to utilizing the JOC process. The document has been circulated to members for review and comment. Discussed having the JOC document presented to AIA for consideration as an official AIA Document. Aller indicates that Charles Stulb (AIA Document Counsel) would introduce and sponsor the document to AIA.

Discussion asked if we should keep the JOC Contract as our own (CJE) document or pose it to the AIA for consideration. If AIA absorbed the JOC contract into their documents -- CJE would lose the ability to control the document, its meaning, its content and possibly its effectiveness as a true JOC tool.

Clint Owings will provide The Gordian's JOC contract for review and potential flavoring of the CJE version.

Wylie Bearup (City of Phoenix) and Tom Peeler (Mohave) will review the proposed JOC contract for comments "prior" to the next meeting.

The membership will expect a final version of the proposed JOC contract "prior" to the February 2003 meeting so that action may be taken.

9. Steering Committee will hold a conference call each non-meeting month. The date will be the third Monday of each month at 11:00 AM Arizona time. Gary Aller will coordinate and initiate the call. Gary should notify by email all participants in advance of the call. Members are: Rich Barrick, Dean Kashiwagi, Dave Pinkerd, Tom Peeler, Gary Aller and Bill Sweetser.
10. Website. Gary Aller will continue to work with the website designers to up-date and bring the website current by mid-November. Aller should email each member when the site is available and accessible.
11. Next meeting will be February 27 and 28, 2003 at ASU. Starting time will be 7:30 AM breakfast and meeting to start at 8 AM. Attempt will be made to adjourn around noon on the 28th.
12. February Meeting Agenda suggestions:
 - a. Set the 2003 calendar
 - b. Establish educational seminars. Evaluate Means seminars.
 - c. Up-date Strategic Plan. Establish committee members. Set assignments/goals.
 - d. Houston pilot chapter up-date.
 - e. Each current member to bring ONE NEW MEMBER.
 - f. Discuss performance lines research/procedures.
 - g. Discuss "certification" process.
 - h. Obtain case study data related to effectiveness of JOC.

Meeting adjourned.

Afternoon presentation by Los Angeles Unified School District representatives Sam Yoshida (Director, Facilities Contracts); Jim Delker (Deputy Chief of Facilities) and Philip Aja (District K Project Manager)

Submitted by Ed Baldwin