

**District Final Estimates Managers Meeting Video Conference
October 2, 2008 9:00 AM
Bridge Phone No. 850-414- 4977**

AGENDA

Video Conference meeting began at 9:00 AM

1. Introduction and Roll Call DC

Attendees:

CO – David Chason, Richard Massey, Sherry Valdes, Stanley Youmas (CO)

D1 – Scott Sikorski, Jos Thomas

D2 – Terri Towers, Carol Hale, Don Kempkes

D3 – David Bradford, Anthony Mosier, Eddy Wilson

D4 – Edison Ng, Gary Bennett

D5 – John Burnette, Jennifer Taylor, Lori Wilson

D6 – Barbara Espino,

D7 – Johnny Cummings, Karla Furney, Ellen Law, Craig Rutkowski

D8 – Marlene Sanchez, Marina Gershanovich

2. Contingency SA Unencumbered Funds DC

Update on district's response

Recommendation for all districts

CPAM Subarticle 7.4.8.2

Follow CPAM

Unused **Contingency Supplemental Agreement** funds and **Contingency Pay Item** funds should be unencumbered after the Department has issued Offer of Final Payment to the Contractor.

It was suggested that the Record of Final Plans form have a block added to include date unencumbered funds were applied.

Most Districts concurred to wait to unencumber the funds after PAR's.

One District (2) suggested that the date didn't need to be added to the Record of Final Plans, just add verbiage to unencumber the funds after PAR's in the Review & Administration Manual.

3. Update on Rigid & Flexible Pavement Removal

- **No decision yet**

Initially the Design Office says it's too costly to show on the plans, but have since changed direction and this should be incorporated into the PPM soon. Kenneth will let District's know when he gets an answer.

4. Misc Asphalt DC

- **No CPF Adjustment**

Asphalt Curb Pad

- **No Bituminous Adjustment**

Temporary Pay items

- **No Bituminous Adjustment**
- **E-Mails:**

Good Morning;

Misc. asphalt does not receive a CPF adjustment. Misc. asphalt is accepted on visual inspection with no further testing required. Even though the contractor placed the misc. asphalt the same time the other asphalt was being placed this is just the contractor's method of operation.
thanks

Yes, you are correct!

It has been the Department's position for many years that all temporary pay items do not receive a Bituminous Adjustment. This includes Patch Work and temporary 102 pay items. In accordance with 9-2.1.2 Bituminous Material: the 5000 Tons of Asphalt Concrete referenced is based on pay items (234/285), 334, 337, and 339 (no temporary items).

In Section 9-2.1.2 it states "For asphalt concrete items payable by the ton, the number of gallons will be determined assuming a mix design....." and next paragraph "Asphalt concrete items payable by the square yard will be converted to equivalent tons assuming a weight....." As you can see, there is no mention of any Lump Sum or temporary pay items under 9-2.1.2.
Hope this helps.

Please let me know the outcome of this. There may be a need for extra clarification in the Specifications. I know this subject has come up before, and so far the Department has prevailed. If you have any other questions, please let me know.
Thanks

No comments were made.

5. **Vehicular Impact Attenuator** **KS**
Repairs
Spec 102-13-12.1
Invoice price+20%
Site Manager (Template)
No SA/WO Needed Based On Spec

There are instruction in SiteManager "Quick Help" site to show how to document, the DWR template (for tracking only!). However may need to issue a different set of instructions for the different pay items ie: temporary attenuators vs LS attenuators. D1 – They have D/B finance project and are paying this item under contingency pay items - Is this wrong? (RESPONSE TO BE REFLECTED IN THESE MI|NUTES).

6. **PAR Reviews** **All Districts**
Base Line (MINIMUM)

	\$100M or >	\$50M to \$100M	\$25M to \$50M	\$2M to \$25M	<\$2M
Number of Jobs	3	10	24	135	310
Percent of Total	0.6%	2.0%	4.8%	27%	65.6%

PAR percent	100%	50%	35%	35%	15%
D-1	-----	-----	-----	-----	-----
D-2	-----	-----	-----	-----	-----
D-3	-----	-----	-----	-----	-----
D-4	-----	-----	-----	-----	-----
D-5	-----	-----	-----	-----	-----
D-6	-----	-----	-----	-----	-----
D-7	-----	-----	-----	-----	-----
D-8	-----	-----	-----	-----	-----

THESE CHANGES WILL BE ADDED TO THE MANUAL & IMPLEMENTED JANUARY 2009

E-mail: Barbara

1. PAR Review Frequency Question:
As discussed at the DCE Meeting in Orlando, our District uses multiple criteria for reviewing Contracts:
 - a) Project Personnel experience.
 - b) Past track-record on previous submittals.
 - c) Dollar amount and Department exposure of the Contract.
 - d) Findings of field reviews
 - e) Present Unit’s work-load
2. Depending on the above criteria, we may do a Full Review, or perform a “Risk Based” on the major items of exposure on the Contract. At present we are reviewing all of our jobs, at different Review levels. Our District feels, the frequency of Reviews should be left at the discretion of the District, according to the criteria items listed above.
3. Based on our District’s review findings, most of our problems are still coming from asphalt-related issues. We would like to know if this is a State wide issue, and if so, can we request an “Asphalt-related Final Estimates mini-session training”, as we used to receive in the past, from Central Office.

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 District Construction Manager
 FDOT District VI Construction
 1000 N.W. 111th Avenue
 Miami, Florida 33133
 Office: (305) 499-2381
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 Email: Barbara.Espino@dot.state.fl.us

7. Fuel Adjustment – 2007 Standard Specification

DC

- . **Last Allowable Day**
- . **Site Manager**
- . **Specification 9-2.1.1**

Bituminous Adjustment Specification 9-2.1.2

1/07 Workbook
 Last Allowable Contract Day – **“Removed”**
 Added By SA **“Removed”**

See Below

009 MEASUREMENT AND PAYMENT.

(REV 7-25-06) (FA 7-27-06) (1-07)

SUBARTICLE 9-2.1.1 (Pages 94 and 95) is deleted and the following substituted:

9-2.1.1 Fuels: The Department will, in the Contract Documents, provide an estimated quantity for fuel requirements for gasoline and diesel to cover the work specified in the Contract. Price adjustments will be made only for the amount of gasoline and diesel fuel estimated by the Department as required to complete the Contract. The requirement of each type of fuel for each pay item is estimated by multiplying the Department's standard fuel factor for that pay item by the quantity of that pay item. On Contracts with an original Contract Time in excess of 120 calendar days, the Department will make price adjustments on each applicable progress estimate to reflect increases or decreases in the price of gasoline and diesel from those in effect during the month in which bids were received. The Contractor will not be given the option of accepting or rejecting these adjustments. Price adjustments for these fuels will be made only when the current fuel price (CFP) varies by more than 5% from the price prevailing in the month when bids were received.

Price adjustments will be based on the monthly bulk average price for gas and diesel as derived by the Department. These average indexes shall be determined by averaging bulk fuel prices on the first day of each month as quoted by major oil companies that are reasonably expected to furnish fuel for projects in the State of Florida. Average price indices for gasoline and diesel will be available on the Construction Office website before the 15th of each month, at the following URL:

www.dot.state.fl.us/construction/fuel&Bit/Fuel&Bit.htm .

Payment will be based on the quantities shown on the progress estimate on all items for which established standard fuel factors are on a file maintained by the Department.

Payment on progress estimates will be adjusted to reflect adjustments in the prices for gasoline and diesel in accordance with the following:

When fuel prices have decreased between month of bid and month of this progress estimate:

$A_i = F_i (P_i - 0.95 P_b)$ during a period of decreasing prices.

A_i = Total dollar amount - positive or negative - of the cost adjustment for each kind of fuel used by the Contractor during the month "i."

F_i = Total gallons calculated as being used during the month.

P_i = Average price for fuel prevailing during month "i."

P_b = Average price for fuel prevailing during the month "b" when bids were received on this Contract.

When fuel prices have increased between month of bid and month of this progress estimate:

$A_i = F_i (P_i - 1.05 P_b)$ during a period of increasing prices.

A_i = Total dollar amount - positive or negative - of the cost adjustment for each kind of fuel used by the Contractor during the month "i."

Per Kenneth, SiteManager was not including "new" pay items that were created by the Estimates Office. He said they would be more attentive when new pay items were added. They are receiving a list every month now from the Estimates Office.

ACTION ITEM:

D1 – Scott Sikorski is having problems with a particular project and will forward this to him.

District 3

D3 – Anthony Mosier, David Bradford gave a PPT presentation of how they are conforming to a “paper-less” submittal.

ACTION ITEM:

Anthony will forward a copy of CD PPT presentation to Richard Massey and he will forward to all districts.

9. Stockpile Material Partial Payment Update KS

Per Kenneth – LS and D/B functions are not working right now in SiteManager(SM). SM pays the invoice amount in D/B. See instructions on SM “Quick Help”. Kenneth reminded folks to make sure that the Stock pile mat'l is replenished. One comment made was the calculation conversion was confusing.

10. Update Status Report KS

Per Kenneth – We will be doing away with Mainframe version, the report will be run in Adhoc report (right now it's “SYSTEST DATA” and will remain that for a little while longer. It will basically mimic the mainframe report “STATPGM”.

11. Asphalt Adjustments “105% spread rate” DC
Current 234 spec
Contracts 1/09
334&337 spec change

Each District will respond with their requested method of how they would like to see this done. The manual will be updated to reflect this method. Spread rates will be submitted to Dave Sadler.

334-7 Method of Measurement.

For the work specified under this Section (including the pertinent provisions of Sections 320 and 330), the quantity to be paid for will be the weight of the mixture, in tons. The pay quantity will be based on the project average spread rate, excluding overbuild, limited to a maximum of 105% of the spread rate determined in accordance with 334-1.4 or as set by the Engineer. The project average spread rate is calculated by totaling the arithmetic mean of the average daily spread rate values for each layer.

The bid price for the asphalt mix will include the cost of the liquid asphalt or the asphalt recycling agent and the tack coat application as directed in 300-8. There will be no separate payment or unit price adjustment for the asphalt binder material in the asphalt mix. For the calculation of unit price adjustments of bituminous material, the average asphalt content will be based on the percentage specified in 9-2.1.2. The weight will be determined as provided in 320-2 (including the provisions for the automatic recordation system).

Prepare a Certification of Quantities, using the Department's current approved form, for the certified Superpave asphalt concrete pay item. Submit this certification to the Engineer no later than Twelve O'clock noon Monday after the estimate cut-off or as directed by the Engineer, based on the quantity of asphalt produced and accepted on the roadway per Contract. The certification must include the Contract Number, FPID Number, Certification Number, Certification Date, period represented by Certification and the tons produced for each asphalt pay item.

337-11 Method of Measurement.

For the work specified under this Section (including the pertinent provisions of Sections 320 and 330), the quantity to be paid for will be the weight of the mixture, in tons. The pay quantity will be based on the project average spread rate, limited to a maximum of 105% of the spread rate determined in accordance with 337-8 or as set by the Engineer. **The project average spread rate is calculated by totaling the arithmetic mean of the average daily spread rate values for each layer.**

**Asphalt Updates Chapter 9
Prep & Doc Manual**

SV

(B) Spread Rate Adjustments

Superpave Base shall be adjusted based on the spread of the mixture. The pay area shall be based on the project average spread rate divided by the specified rate. The adjustment shall not exceed 105%. This is calculated using the following equation:

$$\text{Pay Area} = \text{Surface Area (SY)} \times \frac{\text{Project Average Spread rate}}{\text{Specified Spread Rate for Total Thickness}}$$

However, the Project Average Spread Rate is calculated by totaling the arithmetic mean of the average daily spread rate value for each layer. The daily spread rate for each individual layer shall be established by the Engineer. The minimum layer spread rate shall be calculated by multiplying 43.3 Lbs/SY by the Maximum Specific Gravity (Gmm) of the mix (shown on the mix design) for every inch of desired thickness, as described using the following formula:

$$43.3 \text{ Lbs/SY} \times \text{Gmm} \times t$$

The Specified Spread Rate for the Total Thickness is based upon the plan thickness converted to Spread Rate.

Example: To calculate the Project Spread Rate:

A project with Superpave Base Asphalt, Type B 12.5, Group 15 (pay Item 285-715) that is 9” thick.

Plan Quantity Are = 46,800 SY

Unit Price = \$10.08 per SY

Design Thickness = 9 “

The Contractor will lay the 9” in 3 courses; 3“each course

The Specified Spread Rate = Gmm X 43.3 X 9

(Gmm from Design mix = 2.540)

$$= 2.540 \times 43.3 \times 9 = 989.84 = 990 \text{ Lbs/SY}$$

Target Spread Rate set at 330 Lbs/SY per layer (based on the Design mix.)

The Spread Rate for each layer (from the QC Report) will be summarized for the overall Spread for each layer as shown below:

► Layer 1

Day 1 341.17 Lbs/SY

- 46,800 (Plan Quantity)
2,222 SY Spread Rate Adjustment

2,222 SY will need to be shown as a line item adjustment in SiteManager

And $2,222 \text{ SY} \times \$10.08 = \$ 22,397.76$ is the amount the Contractor will receive based on the Specifications for the Spread Rate Adjustment.

9.12.5 Composite Pay Factor Adjustments

Once a Lot is closed out and it has been determined by the Verification Technician (VT) that a CPF adjustment needs to be made, it shall be done during the month the Lot is closed out and paid accordingly on the next progress estimate. The engineer or designee shall calculate the unit price adjustment and enter the revised unit price adjustment on the monthly/progress estimate along with the tons represented by each lot produced.

These revised unit price adjustments range from 75% to 105%. All lots shall be grouped together for each unit price adjustment.

Example: Lots 2, 3, and 5 were at 101%: show the tons represented by these lots on the monthly/progress at the revised unit price for a 101% adjustment and place a brief comment explaining which lots received the adjustment(s).

11A. E-Mail John Burnette
David,

JB

I would like to discuss 234-9 Arithmetic mean of the average daily spread rate for each layer versus total tons/total Square Yards. Need for Spec Language to be changed and P&D.

12. Warranty / Maintenance Bond – Section 611
. Contract Bond- Not Acceptable for this item
. Changes Acceptance Procedure Below 1-09

DC

611-5 Contractor's Warranty Period for Signal Installations.

611-5.1 General Requirements: After satisfactory completion of all field tests in accordance with 611-4 and as a condition precedent to final acceptance of all work under the Contract in accordance with 5-11, provide a Warranty/Maintenance Bond for the repair or replacement of any defective components of the signal installations which shall be in effect for a 90 day period after final acceptance in accordance with 5-11. Include the costs of the bond in the costs of other bid items.

In addition to satisfying the provisions of Section 287.0935, Florida Statutes, the bonding company is required to have a A.M. Best rating of "A" or better. If the bonding company drops below the "A" rating during the 90 day Warranty/Maintenance Bond period, provide a new Warranty/Maintenance Bond for the balance of the 90 day period from a bonding company with an "A" or better rating. In such event, all costs of the premium for the new Maintenance Bond will be at the Contractor's expense.

The Warranty/Maintenance Bond shall be written and issued in the amount of the total sums bid for all electrical or electronic equipment furnished and installed as part of any traffic signal installation or system of traffic control devices.

At the end of the 90 day warranty period, the Contractor will be released by the Engineer from further warranty work and responsibility, provided all previous warranty work and remedial work, if any, has been completed satisfactorily.

611 ACCEPTANCE PROCEDURE.

(REV 7-7-08) (FA 7-22-08) (1-09)

SUBARTICLE 611-2.3.4 (Page 678) is deleted and the following substituted:

611-2.3.3 Compensation: All costs involved with providing as-built plans are incidental to the other items of work associated with traffic signals. Payment for the work associated with traffic signals will be made at 85% of the unit price bid for signal installation. The remaining 15% of the unit price will be made after submittal and acceptance of the As-Built Plans.

EFFECTIVE JAUARY 2009

13. New Key Dates

Contract termination date. **KS**
Reports having certain dates don't go away – Kenneth has added a termination date.

14. 90 Day Letter

**Only items listed in section 9-8
To be included in Letter**

DC

Updates Chapter 14 R&A Manual

Scanned documents such as 21-A, some District's legal office won't accept electronically. Central Office Legal says it's okay to do so.

RM

ACTION ITEM:

David will pass this by CO Legal again to \make sure.

15. Pilling Section 455 – 1/09

**Section 455 update
Summary Table**

SV



PRECAST CONCRETE
PAYMENT SUMMARY



STEEL PILE PAYMENT
SUMMARY TABLE.doc

David says to please review and make comments/suggestions of any changes.

16. Performance Turf

Issues from DCE meeting

570-4 Turf Establishment.

Perform all work necessary, including watering and fertilizing, to sustain an established turf until final acceptance, at no additional expense to the Department. Provide the filling, leveling, and repairing of any washed or eroded areas, as may be necessary.

Take responsibility for litter removal and mowing turf (including undisturbed areas within the project limits) until final acceptance

QUESTION: Are we going to have to measure undisturbed areas?

ACTION ITEM:

David will look into.

17. E-mail from Edison:

820 day contract requirement closeout "spec"

Chapter 14

Update from Mr. Calvin Johnson (CO Legal Office) 1:00pm

David,

We followed the step of contract closure of the A&R manual Chapter 14 Section 14.12, this contract expired on 8/29/2008, we sent fig. 14-39 to DCE and RE requesting any evidence of litigation or if an arbitration was filed. DCE responded that either has happens and continue with the closing process. The contractor did not file a claim within 820 days from final acceptance.

Then, we sent fig. 14-40 to the contractor notifying of the contract closure and fig 14-31 to OOC to close account. My understanding from Greg Jones' email below is that after 820 day, there is another 120 days consideration to file a claim and fig 14-40 letter should have been sent after Dec 29, 2008.

If this is the case, I recommend to revise Section 14.12 Contract Closure to exactly clarify when to send the letters of closing without any delays and finally close a contract. I want to process the letters once, if the case is 940 days instead of, then we will set it up for that.

Please advise of any misinterpretation we may have or if agree in revising the A&R manual.

Thanks

From: Jones, Greg

Sent: Wednesday, September 24, 2008 11:05 AM

To: Ng, Edison; Nissen, Pete; Caballero, Eduardo; Ed Perez; Sadler, David A

Cc: Bennett, Gary; Johnson, Calvin

Subject: RE: 21586 Hubbard Const Co.

Edison: Thanks for the copy and heads up. In the future you should also send a copy of such letters to the District Special Counsel Calvin Johnson (of our office) If you have any questions regarding such letters please feel free to contact Calvin. Although the statute has run on Aug 29 there is still the possibility that they timely filed the complaint in circuit court but have not served us. We will not know for sure that no suit has been filed until at least Dec 29, 2008 (120 days after Aug 29). Needless to say we need to retain our project records until at least 60 days after that date. Please forward to Calvin and I a copy of their QAL. Thanks.

P. Gregory Jones, Esq.

Chief, Civil Litigation

Office of the General Counsel

Florida Department of Transportation

605 Suwannee Street, MS 58

Tallahassee, FL 32399-0458

850-414-5375 (office)

850-544-2981 (cell)

850-414-5264 (fax)

From: Ng, Edison
Sent: Wednesday, September 24, 2008 9:23 AM
To: Nissen, Pete; Caballero, Eduardo; Ed Perez; Jones, Greg; Sadler, David A
Cc: Bennett, Gary
Subject: 21586 Hubbard Const Co.

This is to inform you of the letter sent to Hubbard Const Co. notifying of contract closure. The next step is to notifying the Office of the Comptroller to close account.

Please let me know if you have questions, you can call me at 954-777-4191 or reply to this email.

Central Office Legal made a policy decision to hold files 120 days after the 820 day requirement. This was done to make provisions if the Contractor filed a lawsuit. Calvin Johnson will send the rules & procedures.

18. Chapter 10 Photogrammetric Usage (Preparation & Documentation manual)

- **Contact your District Surveying & Mapping office** **SY**
Stanley discussed this chapter and it is no longer included into the Pre & Doc. Manual. He stated that if a project needs photogrammetric requirements then contact your district surveying & mapping office.

19. Spec Change Effective 7/09

9-8 Acceptance and Final Payment.

9-8.1 Acceptance and Final Payment Documents: Whenever the Contractor has completely performed the work provided for under the Contract and the Engineer has performed a final inspection and made final acceptance (as provided in 5-10 and 5-11), and subject to the terms of 8-11, the Engineer will prepare a final estimate showing the value of the work as soon as the Engineer makes the necessary measurements and computations. The Engineer will correct all prior estimates and payments in the final estimate and payment. The Department will pay the estimate, less any sums that the Department may have deducted or retained under the provisions of the Contract, as soon as practicable after final acceptance of the work, **along with all fully executed supplemental agreements received after final acceptance.**-----~~provided the Contractor has met the requirements of (a) through (g) below.~~

If the Contractor fails to furnish all required Contract Documents within 90 days of the Department's offer of final payment or request for refund of overpayment, the Department may suspend the Contractor's Certificate of Qualification under the provisions of Florida Administrative Code 14-22.

(a) The Contractor has agreed in writing to accept the balance due or refund the overpayment, as determined by the Department, as full settlement of his account under the Contract and of all claims in connection therewith, or the Contractor, has through the use of the Qualified Acceptance Letter, accepted the balance due or refunded the overpayment, as determined by the Department, with the stipulation that his acceptance of such payment or the making of such refund does not constitute any bar, admission, or estoppel, or have any effect as to those payments in dispute or the subject of a pending claim between the Contractor and the Department. To receive payment based on a Qualified Acceptance Letter, define in writing the dispute or pending claim with full particular of all items of all issues in dispute, including itemized amounts claimed for all particulars of all items, and submit it as part of the Qualified Acceptance Letter. The Contractor further agrees, by submitting a Qualified Acceptance Letter that any pending or future arbitration claim or suit is limited to those particulars,

including the itemized amounts, defined in the original Qualified Acceptance Letter, and that he will commence with any such arbitration claim or suit within 820 calendar days from and after the time of final acceptance of the work and that his failure to file a formal claim within this period constitutes his full acceptance of the Engineer's final estimate and payment. The overpayment refund check from the Contractor, if required, will be considered a part of any Acceptance Letter executed.

(b) The Contractor has properly maintained the project, as specified hereinbefore.

(c) The Contractor has furnished a sworn affidavit to the effect that the Contractor has paid all bills and no suits are pending (other than those exceptions listed, if any) in connection with work performed under the Contract and that the Contractor has not offered or made any gift or gratuity to, or made any financial transaction of any nature with, any employee of the Department in the performance of the Contract. Include with the listed tort liability exceptions, if any, evidence of adequate insurance coverage as required in 7-13.

(d) The surety on the Contract bond consents, by completion of their portion of the affidavit and surety release subsequent to the Contractor's completion of his portion, to final payment to the Contractor and agrees that the making of such payment does not relieve the surety of any of its obligations under the bond.

(e) The Contractor has complied with and settled all requirements pertaining to any wage-rate provisions.

(f) The Contractor has furnished all required mill tests and analysis reports to the Engineer.

(g) The Contractor has furnished the Construction Compliance with Specifications and Plans Certification. Provide the Engineer with a notarized final certification of compliance with the requirements of Section 105 to accompany the final estimate. Certification must be on a form provided by the Engineer.

9-8.2 Review of Engineer's Final Estimate: The Department may review the Engineer's final estimate and make changes as necessary. If changes are made, the Contractor will be so notified in writing in the "Notification of Findings Due to Additional Review". This notification letter will detail the changes made as a result of the review, and will stipulate the actions to be taken by the Department and those required by the Contractor. The issuance of a "Notification of Findings Due to Additional Review" will not impact the requirements of 9-8.1, above.

Complete the required actions and return the signed notification to the Department within **the timeframe specified in section 9-8.1. If the notification is received after the time has expired in section 9-8.1 return to the Department within 30 days** signifying agreement or disagreement with the findings. For disagreement items, provide a full explanation including the item(s) and amount. For any claim or part of a claim that pertains solely to the "Notification of Findings Due to Additional Review" disputes, submit full and complete claim documentation as described in 5-12.3 as to such claim dispute issues within 90 days of receipt of the notification. Failure to return the signed notification or to furnish such claim documentation within the time frames specified may result in suspension of the Contractor's Certificate of Qualification under the provisions of Florida Administrative Code 14-22.

Spec 9-8 change will be effective July 2009, CO Design approved to put contract # on the Final plans.

20. Escrowed Bid Documents

KS&NA



ESCROW
Contracts.xlsx

Kim Smith (SCO) came and discussed the Escrow Bidding process, it was also suggested that projects using this type of contract wait until the paid off timeframe and not the Final Acceptance date to pay back the Escrow.

CONCERNS:

D1 – None

D2 – Question: What about ticket books, do they go to storage?

D3 – None

D4 – Question: Can the PA send \$0.00 Estimate to comptroller?

ACTION ITEM: David will contact Comptroller to see.

D5 – None

D6 – None

D7 – None

D8 – None

Meeting adjourned at 4:00 PM.