



American Concrete Institute

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Concrete — A Century of Innovation

AGENDA

RESPONSIBILITY IN CONCRETE CONSTRUCTION COMMITTEE

Union Square 8
Hilton San Francisco
San Francisco, CA
Sunday, October 24, 2004
2:00 p.m. - 5:00 p.m.

MEMBERS

William M. Klorman, Chair
Florian Barth
Kenneth Bondy
Michael J. Boyle
Ronald Burg
Boyd Clark
Scott Greer
Joe Gutierrez
Geoffrey Hichborn, Sr
Brad Inman

Mohammad Iqbal
James E. Kretz
James Lefter
Colin Lobo
Thomas Malerk
Jon Mullarky
Norm Scott
Ava Shypula
Thomas Verti
Bert Weinberg

Emily B. Lorenz, Staff Liaison

1.0 APPROVAL OF MINUTES AND AGENDA

1.1 Approval of Minutes of 2004 Spring Meeting—Washington, DC

The Responsibility in Concrete Construction Committee (RCCC) is asked to approve the minutes of the Washington, DC meeting, held on March 14, 2004, as distributed.

1.2 Approval of Agenda

RCCC is asked to approve the San Francisco 2004 Agenda.

2.0 MEMBERSHIP

Chair William M. Klorman will announce any changes to the roster of the RCC Committee. The Chair will introduce any new members and visitors to the meeting. Members are asked to ensure that the data on the roster (*Exhibit 2.0*) are correct.

3.0 ACTIVITIES OF THE COMMITTEE

3.1 Review of Other Organization's Documents

The second edition of ASCE's "Quality in the Constructed Project" was published in 2000 and contains several references to responsibilities of owners, designers, and constructors. Chair Klorman's original idea was to incorporate the ASCE document into RCCC's responsibility document. If the RCCC wants ASCE to incorporate their comments, however, RCCC must first recommend that the ACI Board make a recommendation to ASCE.

In Washington, DC, staff liaison Lorenz noted that she was having difficulty getting a response from ASCE on their publishing timeline for the next edition of "Quality of the Constructed Project." Chair Klorman asked if RCCC still wants to make suggestions to ASCE, or does RCCC want to focus on their own document? Kenneth Bondy noted that ASCE is more broad and that RCCC should use it as a guide for developing their own document. Norm Scott concurred that RCCC's focus should be on the concrete design and construction industry, but RCCC's documents should still dovetail with other organizations documents. Bondy suggested that another resource for RCCC is the Case Document 962 D, "A Guideline Addressing Coordination and Completeness of Structural Construction Documents." (*Exhibit 3.1*)

Action: Chair Klorman will lead a discussion of the ASCE document and Case Document 962 D.

3.2 Committee Ballot: Vote to change the Guidelines for Authority and Responsibility to modify the definition of the Owner's Responsibility.

"Guidelines for Authorities and Responsibilities in Concrete Design and Construction" as they appeared in the September 1995 issue of *Concrete International* are being revised. RCCC members reached consensus on changes to the statement of Owner responsibility at Detroit. (*Exhibit 3.6c in the Vancouver 2003 agenda*) *Concrete International* editors were to implement the new section into the original document and print the entire document some time in 2003. In Boston, the Board directed that the definition be presented to TAC, which should then make a recommendation to the Board. This was the procedure used

when the original Guidelines were published in 1995. At the Washington, DC, meeting, TAC determined that they did not have enough information to approve the suggested changes to the Owner definition. TAC requested that RCCC submit the entire document for context, but would only comment on the changes to the Owner definition. RCCC members were concerned that their Guidelines are not receiving proper attention, thus wish to have them posted on the ACI website. Staff liaison Lorenz submitted the entire RCCC document to TAC on March 22, 2004 for inclusion in their agenda for their summer meeting. Staff liaison Lorenz submitted the 1995 Guidelines to the ACI IS department on March 25, 2004, for posting on *concrete.org*.

Action: Staff liaison Lorenz will report.

3.3 Case Studies

As discussed and agreed to in Toronto, Chair Klorman requests that additional and continuing case studies be provided by all committee members as our ongoing effort to work with Committee E 803 and others, and possibly develop other committee publications. Chair Klorman requests this be kept an open item. In Boston, Acting Chair Hichborn emphasized Chair Klorman's desire to publish these case studies. A question was raised about Chair Klorman's intent for use of the case studies. Bondy said he believed Klorman wanted the case studies for use by college professors who teach about responsibility. Mullarky added that it is related to wanting to get material so that responsibility can be included in ABET accreditation requirements for schools. Malisch noted that case studies had been submitted previously, and were included in past minutes. He offered to resend copies of these case studies to all members.

Action: Committee members should forward any pertinent case studies to Chair Klorman.

3.4 Design-Build Task Group

In October of 2000, ACI Board member Kenneth Hover proposed that ACI create a committee on Design-Build (D-B) Construction. On behalf of Task Group on D-B chair Hover, staff member Malisch reported to the ACI Board of Direction in Boston. He distributed an update on the current status of the D-B initiative from Hover (Exhibit 3.6a). It is the recommendation of the task group that the ideas generated be given to perhaps the RCCC to pursue and that the task group be discharged. The Board unanimously approved the discharging the Task Group on D-B (Exhibit 3.6b).

In Washington, DC, the RCCC discussed whether it was the appropriate home for a D-B committee. Brad Inman, Bondy, and Scott all agreed that documents produced by RCCC should all be mindful of D-B, but not necessarily the execution of D-B. Michael Boyle

suggested in a motion to “Charge a sub-committee to perform a minor literature search and develop a mission. The sub-committee is to report back to the RCCC in San Francisco their findings.” This motion was approved unanimously. The sub-committee on D-B is chaired by Inman, and has members Bondy, Klorman, Jim Kretz, and Tom Malerk.

Action: The sub-committee on D-B is to present the results of their literature search and their proposed mission.

4.0 NEW BUSINESS

4.1 New Responsibility Document

Chair Klorman proposes that RCCC should produce a new document dealing with responsibility. Although there have been a few assorted attempts at creating a responsibility document, Chair Klorman believes it is time that RCCC takes the lead on this. Chair Klorman has prepared an outline of the new document. (*Exhibit 4.1*) Malisch pointed out in Boston that according to the RCCC mission statement, the committee can’t publish opinion papers without approval from the Board.

In Washington, DC, RCCC members decided to draft a new document, with task groups assigned to each of the different entities involved in a construction project: owner, design professional, general contractor, D-B contractor, subcontractor, specialty subcontractor, material supplier, testing/inspection, and forensic consultants. Scott suggested “Guidelines for Forensic Engineering Practice,” published by ASCE, as a source of good information (*Exhibit 4.1a*). It was noted that each task group may publish opinion papers as they deal with issues during document development. The motion was unanimously approved: “RCCC develop a new document, ‘Responsibility in Concrete Design and Construction,’ and to do so, establish nine task groups based on Exhibit 4.1. Each task group is associated with an entity involved in construction. Each task group will have a chair whose responsibility it will be to draft an outline of each group’s goals 30 days before the San Francisco convention, and to report on these findings at the convention.” The task groups are as follows:

Owner

Jon Mullarky-Chair
 Bert Weinberg
 Tom Malerk

Design Professional

Norm Scott-Chair
 Ken Bondy
 Florian Barth

General Contractor

Bill Klorman-Chair
Jim Kretz
Brad Inman

D-B Contractor

Brad Inman-Chair
Bill Klorman
Jim Kretz

Subcontractor

Jim Kretz-Chair
Ken Bondy
Bill Klorman

Specialty Subcontractor

Ken Bondy-Chair
Bill Klorman
Norm Scott

Material Supplier

Colin Lobo-Chair
Ken Bondy
Jon Mullarky
Geoff Hichborn

Testing/Inspection

Mike Boyle-Chair
Ava Shypula
Geoff Hichborn
Boyd Clark

Forensic Consultants

Boyd Clark-Chair
Norm Scott
Ken Bondy
Mike Boyle
Bill Klorman
Geoff Hichborn
Florian Barth

Action: Each task group is to report at the Fall 2004 convention on their goals.

4.2 RCCC Mission Statement

At the Board's meeting in Vancouver, Anthony Fiorato reported that the mission and scope of the RCCC had been reviewed by the Task Group on Committee Structure (TGCS) (*Exhibit 4.2*). The TGCS agreed that the RCCC's current focus seems to be on technical issues that could be reviewed by the Technical Activities Committee (TAC), as recent output from the RCCC has been directed toward ACI 318. As a Board committee, the TGCS felt RCCC should have a more strategic role related to responsibility issues that impact all ACI products. Chair Klorman asked Malisch to present RCCC's opinion that they wish to remain a Board committee. Inman suggested that Malisch reports that RCCC reviewed their mission statement and their activities, and they feel that it is still applicable. Clark moved that the RCCC readopt the mission statement and goals as adopted by the Board in 1987, Mo Iqbal seconded, and the motion was passed with a unanimous vote. The Board unanimously approved the motion to retain the original mission statement of the RCCC. The Board requested that the Executive committee review RCCC's mission statement and make a recommendation to the Board at its March 2004 meeting whether RCCC should report to TAC or the Board. The Executive Committee agreed that the RCCC should remain a Board Committee, but suggested that they look at overall industry activities and should be more strategic. The Executive Committee also requested that should strategic issues be identified, that RCCC should work with the appropriate Board committees to discuss these issues before coming to the Board.

In regard to RCCC's mission, Scott recalled that the committee had originally wished to review all ACI documents for responsibility issues. Lobo suggested we limit our review to mandatory language documents such as 318, 117, 350, 301, 530, and 332. There was discussion about whether the committee should directly approach the chairs of said committees, or whether there was a better method to "get in the loop." Scott suggested that we get an RCCC member on each of the previously mentioned committees who could highlight the sections directly related to responsibility. This would lessen the burden on members subjected to 500+ pages of documents.

Action: RCC to discuss further.

4.3 RCCC Opinion Papers

(i) In light of recent events; (ii) as part of the committee's ongoing responsibility; and (iii) consistent with the core functions of the RCCC, Chair Klorman has proposed in an effort to be timelier, that the RCCC publish several Opinion Papers (OP). To start, Chair Klorman has requested that an OP be published regarding the responsibility for the sulfate table and for several pertinent issues in SB800 that affect all of ACI's membership. See

discussion in item 4.1.

Action: The task groups formed in item 4.1 are to consider publishing opinion papers as they develop their documents.

4.4 Concrete Information Portal

ACI staff drafted a preliminary proposal, including a financial impact statement, for a concrete information portal. A portal is generally synonymous with “gateway” for the world wide web. As defined by the strategic plan, this portal would be: a global knowledge access system for concrete and an integrated worldwide electronic index of all sources of information on design, construction, use, and maintenance of concrete products, structures and facilities (*Exhibit 4.4*).

Action: RCC to review this proposal and forward comments for discussion at the board planning and discussion meeting on October 28, 2004.

5.0 NEXT MEETING

The RCCC meeting at the New York, NY convention will be held on Sunday, April 17, 2005 from 2:00 to 5:00 p.m.

6.0 ADJOURNMENT

Attachments:

- Exhibit 2.0: RCCC roster
- Exhibit 3.6a: Current status of design-build initiative
- Exhibit 4.1: Outline of new responsibility document prepared by Chair Klorman
- Exhibit 4.4: Concrete Information Portal Proposal and Financial Impact Statement

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