



## **American Concrete Institute**

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**Concrete — A Century of Innovation**

### **AGENDA**

#### **RESPONSIBILITY IN CONCRETE CONSTRUCTION COMMITTEE**

**Chevy Chase  
Washington Hilton  
Washington, DC  
Sunday, March 14, 2004  
2:00 p.m. - 5:00 p.m.**

#### **MEMBERS**

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

Mohammad Iqbal  
James E. Kretz  
James Lefter  
Colin Lobo  
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 2003 Fall Meeting—Boston**

The Responsibility in Concrete Construction Committee (RCCC) is asked to approve the minutes of the Boston meeting, held on September 27, 2003, as distributed.

##### **1.2 Approval of Agenda**

RCCC is asked to approve the Washington 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. Typical references to responsibility from "Quality in the Constructed Project" were attached to the RCCC Philadelphia minutes and committee members were asked to study these and comment on them as they relate to RCCC concerns. Discussion was postponed at the Dallas, Detroit, and Phoenix RCCC meetings. At the Vancouver meeting, staff liaison Ward Malisch was asked to again mail these references to RCC committee members and to remind them that any comments should be sent to RCCC Chair Klorman by July 1, 2003 so they could be discussed in Boston. Only Lefter, Shypula, and Bondy have sent comments to Chair Klorman. Malisch reminded RCCC members that Chair Klorman's original idea was to incorporate the ASCE document into their responsibility document. If the RCCC wants ASCE to incorporate their comments, RCCC must first recommend that the ACI Board make a recommendation to ASCE.

**Action: Staff liaison Lorenz will discuss the timeline for publishing the next edition of "Quality in the Constructed Project." Also, Chair Klorman will lead a discussion of the ASCE references and ways in which these related to responsibility concerns in ACI documents**

### **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.

A statement of Owner Responsibilities was further revised by Jim Lefter and sent to the committee for balloting May 2, 2001. The original revised statement sent with the letter ballot and updated document denoting Primary and Editorial changes proposed by RCCC members were included as *Exhibits 3.6a and 3.6b* in the Dallas RCCC minutes. Since the Lefter rewrite invoked so much discussion, Chair Klorman asked that both the original and proposed-change documents be recirculated prior to the Detroit meeting, at which time the matter was placed on the floor for final discussion and action. 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 are to implement the new section into the original document and print the entire document some time in 2003. The whole document should be structured to allow for reprints. In Boston, the RCCC drafted a motion for the Board to approve the new definition of Owner in the responsibility document before it could be printed in *Concrete International*. The Board did not pass the motion to accept the new definition of owner. 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.

**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 committee on Design-Build Construction. Because many ACI contractor and designer members are already involved in Design-Build, they have a great deal of experience that they could share. The committee's efforts could foster contractor-designer partnerships, promote cooperative efforts, and improve constructability. Because this proposed committee would focus less on the technical aspect and more on the administrative or contractual aspects of design-build, it would seem to fit more appropriately into a Board-appointed committee rather than a technical committee structure. The RCCC mission most closely relates to the proposed committee objectives and function. (*See Detroit 2002 Minutes*) This item was reviewed by the committee in Boston.

On behalf of Task Group on Design Build chair Hover, staff member Malisch reported to the ACI Board of Direction in Boston. He distributed an update on the current status of the design-build initiative from Hover (Exhibit 3.6a). The task group had identified a number of activities that might be undertaken, including the sponsorship of ACI sessions, publishing case studies, encouraging published articles on the topic, alliances with the Design Build Institute of America, searching for ways to exploit the advantages of concrete via design-build, alerting our members about advantages and disadvantages of design-build, and merely providing a forum for communication about design build project delivery. However, the task group realized that unless a committee embraced the design-build concept, little would be accomplished. It is the recommendation of the task group that the ideas generated be given to perhaps the Responsibility in Concrete Construction to pursue and that the task group be discharged. The Board unanimously approved the discharging the Task Group on Design Build (Exhibit 3.6b).

**Action: RCCC to discuss forming a design-build subcommittee of RCCC.**

## **4.0 NEW BUSINESS**

### **4.1 New Responsibility Document**

Chair Klorman proposes that RCCC should produce a new document dealing with responsibility. For the last few years, events that require the concrete industry and the community to define responsibility have increased at break neck speed and frequency and with, in many cases, with responsibility assigned improperly, vaguely, and/or unjustly. 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*) Committee members were asked to forward any suggestions or comments to Chair Klorman. Malisch pointed out in Boston that according to the RCCC mission statement, the committee can't publish opinion papers without approval from the Board. Individual papers, such as Ken Bondy's, are acceptable, because they are the opinion of one person, not the Institute. Hichborn asked that the following points be included in the Agenda for Washington, D.C. regarding how the RCCC wishes to proceed: revision of the current document; creating a new document; or compiling a new set of documents (most likely in the form of opinion papers). RCCC members are asked to review the outline prepared by Chair Klorman and bring any comments to the Spring 2004 meeting.

**Action: RCCC members to discuss further development of the document.**

### **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.

**Action: No action is required at this time.**

#### **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.

**Action: Chair Klorman to lead discussion.**

#### **5.0 NEXT MEETING**

The RCCC meeting at the San Francisco, CA convention will be held on Sunday, October 24, 2004 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 3.6b: Discharge of Task Group on Design Build
- Exhibit 4.1: Outline of new responsibility document prepared by Chair Klorman

Responsibility in Concrete Construction Committee - AGENDA  
Washington, DC  
Sunday, March 14, 2004

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