

**Technical Committee on Cost Estimating  
Phone Conference Meeting Minutes  
September 3, 2009**

**Members Present**

Dave Kent  
Greg Davis  
Lesly Tribelhorn, Chair  
Jay Drye  
Ken Spear  
Keith Platte, AASHTO  
Edwin Okonkwo, Secretary  
Michael J. Fowler  
Norie A. Calvert  
Jeffrey M. Hisem  
Travis D. Koestner  
Roger E. Bierbaum  
Darrell Richardson  
Timothy Quinn

**Members Absent**

Scott Bickford  
Ryan Griffith  
Maria G. Burke  
John Riedl  
James Frick

**TCCE fall meeting**

The TCCE fall meeting will take place on September 22<sup>nd</sup> and 23<sup>rd</sup> in Omaha, Nebraska. About 11 committee members are expected to attend, including FHWA and AASHTO representatives. Others who could not attend would have the option to join topic sessions through telephone conference and webinar. The chairperson, Lesly, will schedule a test run of GoTo Meeting prior to our meeting date.

Stu Anderson will attend the meeting on September 23<sup>rd</sup> representing the group of consultants which is on board to complete the Cost Estimating guidance document.

**Survey**

Committee members are encouraged to review the revised version of the survey and provide comments by the end of the week. Final version will be sent to Jim McDonnell by next week to post as on-line survey.

**Action items:**

- Lesly will send out e-mail to the group for a test run of GoTo Meeting.
- Lesly will send the final version of the survey to AASHTO for posting on the web.
- Keith/Jim (AASHTO) will post the survey on their internet survey tool by COB September 11, 2009.
- Keith/Jim will send a survey link and explanation to SCOH, SCOD, SCOC members.
- Edwin will ensure that FHWA Division Offices, Resource Center and FHWA Federal Land Divisions receive the survey during the week of September 14.
- Lesly will post the survey to the TEA listserv on September 14.