



**West Corridor Light Rail Transit Project
Final Engineering Design Services
Stakeholder Kickoff Meeting**

Date: November 18, 2005

Time: 9:00 to 11:45 AM

Location: FasTracks Express Room

AGENDA

1. Call to Order, Housekeeping, Brief Introductions (D. Cole, 9:00)
2. Welcome and Meeting Purpose/Objectives (L. Rao, 9:10)
3. RTD/FasTracks Organization, West Corridor Project, and Staff Roles (D. Cole, 9:15)
4. DEA Team Organization and Responsibilities (B. Byrne, 9:25)
5. Integrated Project Delivery and Communications Protocol with Stakeholders (D. Cole, 9:35)
6. Stakeholders Briefings – What’s important to each stakeholder (Stakeholders 9:45)
7. Corridor Consultant Scope of Work – Summary (A. Leong, 10:15)
 - a. Project Management
 - b. EIS/ROD Compliance
 - c. Quality Management
 - d. Public Involvement
 - e. Design Services
 - Civil - track, drainage, utilities, surveying, geotech
 - Structural – bridges, tunnels, walls
 - Station Area Design - architectural, landscaping, utilities
 - Systems Integration
 - Design Support – noise/vibration, safety/security
 - CADD
8. Stakeholder Meetings/Partnering session – Schedule and participants (D. Cole 10:35)
9. Project Schedule and Milestones (R. Ball, 10:45)
 - a. 65%, 90%, 100% Submittals and Review
 - b. VE Review
 - c. Constructibility and Contract Packaging



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10. Overview of Design Submittal Review Process (K. Diviness 10:55)
 - a. Review Comments
 - b. Tracking process
 - c. Disposition and resolution of open comments
11. Project Challenges/Opportunities – identification, resolution, tracking (D. Cole, A. Leong 11:05)
12. Presentation on Construction Manager/ General Contractor Construction Approach proposed for West Corridor Project (R. Brown 11:15)
13. Next Steps (11:30)
 - a. Set up regular meeting schedule
 - b. Confirm partnering date
 - c. Develop IGAs
14. Adjourn (11:45 sharp)