

Virginia Statewide Directional Signing Advisory Committee

Meeting Minutes

May 6, 2020

Meeting time: 9:30 a.m.

Conference Call

1. Introductions

Rick Burgess served as Chair in place of Ray Khoury. Rick opened the meeting and shared that this is an unrepresented time because of COVID-19 and using this manner of technology to connect.

Committee Members Present:

Karen King	Federal Highway Administration (FHWA)
Michael O'Connor	Virginia Petroleum & Convenience Marketers Association (VPCMA)
Val Guffy	Virginia Tourism Corporation (VTC)

Committee Members Not In Attendance:

Ray Khoury	VDOT Traffic Engineering Division
Shepherd Cronemeyer	Virginia Agribusiness Council
Kristan Havard	Virginia Hospitality and Travel Association (VHTA)
Martha Mitchell Meade	American Automobile Association (AAA)
Dale Bennett	Virginia Trucking Association (VTA)
Leighton Powell	Scenic Virginia

VDOT Support Staff:

Rick Burgess	VDOT - Traffic Engineering Division
Dee Audet	VDOT - Traffic Engineering Division
Al Bryan	VDOT - Traffic Engineering Division
Lewis Bridgforth	VDOT - Traffic Engineering Division
Brice Fiske	Office of the Attorney General

Virginia Logos Staff:

Jason Newcomb	Virginia Logos – General Manager
---------------	----------------------------------

Guest:

Alleyn Harned	Virginia Clean Cities
Marcy Bauer	EV Go

2. Previous Meeting Minutes: November 6, 2019

Copies of the previous meeting's minutes were distributed for review and discussion prior to the meeting. The minutes were accepted as written.

3. IDSP

a. Status of Participation (LOGO, TODS, SGS and GMSS)

Rick distributed Virginia Logos SDSAC Report dated May 6, 2020 via email prior to the meeting. Jason shared that the renewal rate has been good and didn't see any impacts. He mentioned that the new applications submitted from newer businesses are holding off on moving forward with LOGO signs until later in May or June because of delayed opening dates. The COVID-19 pandemic has slightly impacted Virginia Logos field work due to COVID-19 restrictions. Rick inquired about how this was impacting LOGO customers at this time. Jason explained that if Virginia Logos had received and cashed the customer's check already that the customer was considered renewed. If the check hadn't been cashed at that point, Virginia Logos was able to return the check to the customer and they would be considered not renewed. Four customers cancelled before the outbreak and five additional customers have cancelled after COVID-19. In two cases the customer businesses have permanently closed.

b. Update on the Procurement of the IDSP Contract: (Rick Burgess)

Rick stated that he was pleased to announce that we have awarded the IFB to a new contractor, LoneStar Logos/Directional Signing Program, referred to as DSP. LoneStar Logos is the management company for DSP. Rick thanked Virginia Logos for approximately 15 years of service to VDOT and extended his appreciation to Jason Newcomb and his team for assisting VDOT in improving the IDSP program and making it more viable for its customers including taking care of various issues over the years. Dee shared that contract was posted on eVA on May 1, 2020 and that the award was to LoneStar Logos Management Company.

Mike O'Connor had several questions about the procurement process and outcome. Dee explained that there were two previous procurements under the Request for Proposal (RFP) process both of which were cancelled and that this third process (an Invitation for Bid, or IFB) had nothing to do with the previous RFPs. This was a completely independent process that removed all subjectivity. It was based upon minimum qualifications and lowest price. Mike then asked how many bids we had received. Dee answered that we are not allowed to divulge this information due to an Administrative Services Division policy. However, she could provide the contact information of the contract officer, Brenda Williams, and that she would be able to provide that information to him. Val Guffy confirmed that this is the same policy that the Department of Tourism follows when they go through a procurement process. She shared that they are not allowed to divulge this type of information either and that it had to go through their purchasing office. Brice Fiske concurred that this is part of Procurement policy and recommended that Mike contact Brenda Williams for additional clarifications.

4. Open Discussion

There was no open discussion.

5. Next Meeting Agenda Items

No additional meeting agenda items were requested.

6. Next Meetings (November 4, 2020 and May 5, 2021)

7. Adjourn