

# MDOT and ACEC/MI Partnership Charter Members

The signatures below demonstrate concurrence and commitment to the partnership agreement, as set forth by the Michigan Department of Transportation and the American Council of Engineering Companies of Michigan.

 Paul C. Ajegba, P.E., Director, MDOT	 Ronald W. Brenke, PE, Executive Director, ACEC	 Steven Gravlin, PE, PS President, ACEC
 Tony Kratofil, P.E., Chief Operations Officer, MDOT	 Laura J. Mester, CPA, Chief Administrative Officer, MDOT	 Jack Wheatley, PE, President Elect, ACEC
 Gregg D. Brunner, P.E., MDOT	 Rick Chelotti, PE, ACEC	 Matthew J. Chynoweth, P.E., MDOT
 Colin Forbes, P.E., MDOT	 Sean J. Kelley, PE, ACEC	 Erick J. Kind, P.E., MDOT
 Patrick McCarthy, CPA, MDOT	 Eric M. Morris, PE, ACEC	 Jayson H. Nault, PE, ACEC
 Kamran Qadeer, PE, ACEC	 Demetrius A. Parker, P.E., MDOT	 Carol R. Rademacher, MDOT
 G. Ramanujam, PE, ACEC	 Joshua Salazar, PE, ACEC	 Kristin Schuster, P.E., MDOT
 Amy L. Trahey, PE, ACEC	 Matt Wendling, PE, ACEC	 Bradley C. Wieferich, P.E., MDOT
	 Patrick Wingate, PE, ACEC	

# MICHIGAN DEPARTMENT OF TRANSPORTATION & AMERICAN COUNCIL OF ENGINEERING COMPANIES OF MICHIGAN

# PARTNERSHIP CHARTER



2019





# MICHIGAN DEPARTMENT OF TRANSPORTATION & AMERICAN COUNCIL OF ENGINEERING COMPANIES OF MICHIGAN PARTNERSHIP CHARTER

## MISSION STATEMENT

*The Michigan Department of Transportation (MDOT) and the American Council of Engineering Companies of Michigan (ACEC/MI) commit to excellence through partnership to achieve our common goal of providing the highest quality integrated transportation services for economic benefit and improved quality of life.*

## OVERVIEW

MDOT and ACEC/MI enter into this partnership charter in order to continue to develop an enhanced business partnership based on mutual trust, collaborative teamwork, effective communication, continuous product and process improvement and timely resolution/avoidance of problems.

We are firmly committed to the utilization of this charter's partnering process throughout all of our interactions with the primary objective of facilitating improved performance. We agree to debate both sides of each issue as well as to strive for consensus decisions, in line with our mission statement.

This charter replaces the MDOT-ACEC/MI Consultant Partnership Charter of 2013 and, in doing so, expresses our renewed commitment to continuous improvement, teaming and measurement to consistently provide the highest quality products and services for the State of Michigan.

## BUSINESS GOALS

Our common goal is to provide the highest quality integrated transportation services for economic benefit and improved quality of life.

To achieve that goal, we commit to the following principles:

- Providing cost effective quality services
- Partnering in business decisions & process improvement
- Engaging in effective, open communication
- Maintaining a healthy, viable transportation industry
- Committing to integrity, ethics, transparency & accountability
- Promoting innovation and safety
- Embracing Qualifications-Based Selection

## TEAMWORK APPROACH

MDOT and ACEC/MI agree to implement a team work approach consisting of five primary components:

- Roles and Responsibilities
- Communication
- Partnering Opportunities
- Conflict Resolution
- Metrics

## TEAM STRUCTURE

As leaders of our partnership, the Executive Team will implement and monitor this partnership charter. This team shall meet at least quarterly and shall support standing Sub-Teams & establish Ad Hoc Teams as needed to address specific issues.

## EXECUTIVE TEAM MEMBERS

- MDOT Director, Co-Chair
- MDOT Chief Administrative Officer
- ACEC/MI Executive Director, Co-Chair
- ACEC/MI President
- MDOT Chief Operations Officer
- ACEC/MI President-Elect

## ROLES AND RESPONSIBILITIES

### Executive Co-Chairs

- Develop quarterly meeting schedule and agenda
- Facilitate communication between and within our organizations
- Disseminate information between and within our organizations

### All Executive Team Members

- Hold one another accountable to the components of this charter
- Commit to an annual evaluation of partnership
- Monitor the ongoing effectiveness of this charter
- Support and promote an annual Partnering Workshop

### Standing Sub-Teams

- Contracting: Addresses policies and procedures relating to the contracting process
- Project: Addresses policies, procedures and topics relating to the delivery of projects
- Workforce Development: Addresses training needs and talent attraction and retention

### All Team Responsibilities

- Investigate issues
- Develop solutions
- Identify implementation plans
- Develop and implement a communication plan
- Measure results

## COMMUNICATION

- The Executive Team commits to disseminating information regarding the mission of the partnership and the shared business goals
- MDOT and ACEC/MI will strive to effectively communicate the goals and outcomes resulting from the partnership within their respective organizations

## PARTNERING OPPORTUNITIES

Opportunities for continuous improvement and problem resolution fall into five major categories:

- Technical
- Training
- Contracting
- Policy, Procedures & Practices
- Workforce Attraction and Retention

## CONFLICT RESOLUTION

- We will strive for consensus within our own organizations prior to approaching the partner organization
- All differences will be addressed at the operational or project level first, and elevated through the proper organizational structure as needed.

## METRICS

Executive Team will establish metrics to measure the performance of this charter

