



WEST VIRGINIA DEPARTMENT OF TRANSPORTATION

Division of Highways

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Earl Ray Tomblin
Governor

Paul A. Mattox, Jr., P. E.
Cabinet Secretary

December 29, 2011

MEMORANDUM

TO: All C and H Level Staff
All District Engineers/Managers
All Division Directors

FROM: Paul A. Mattox, Jr., P. E.
Secretary of Transportation/
Commissioner of Highways

A handwritten signature in black ink that reads "Paul A. Mattox, Jr." with a stylized flourish at the end.

SUBJECT: Pilot Program for Contractor Value Engineering Proposals

Contractor Value Engineering Proposals submitted on projects let after January 1, 2012, shall follow the pilot program as described below:

Contractor Value Engineering Committee

The Commissioner of Highways will chair this committee and appoint members as shown to a standing committee. Other committee members may be appointed at the discretion of the Commissioner on a case by case basis. Proposals will be accepted or rejected by committee vote.

One member each from these organizations:

Voting members or their designee

- Commissioner of Highways – Chair
- District Construction Representative
- Program Planning and Administration Division Director
- Special Projects Engineer
- Engineering Division Representative

Non-Voting member:

- FHWA

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The contractor shall submit final Value Engineering proposals for presentation and review by the Committee. A website will be developed and administered by Contract Administration Division to provide transparency by distributing and tracking the accepted Contractor Value Engineering Proposals. Meeting dates will be posted on the website.

A special provision for Section 104.12 of the Standard Specifications with the necessary revisions will be inserted in all projects to address the contractual changes.

As this pilot program develops, the Value Engineering Manual will be revised to implement this policy, including procedural details for the Committee. This document is to be recognized as the Department's Value Engineering Manual for all projects.

PAM:mc