

ROWCC



Right of Way Consultants Council

Job Titles / Descriptions and ROW Model Contract

ROWCC MISSION STATEMENT

The Right of Way Consultants Council is an organization that grew out of a desire for professionals in the right of way consulting industry to exchange ideas and information efficiently, and to develop and promote standards for our industry. Our member firms must meet our criteria for membership, as well as require their employees to uphold the IRWA Code of Ethics.

The Right of Way Consultants Council grew from the belief held by many prominent leaders of the right of way consulting community that the success of the consulting community as a whole would be greatly enhanced by open communications and mutual support between its members. There has also been a strong desire to work towards creating standards of professionalism for the Right Of Way Industry to which others could look to our member firms to uphold.



HISTORY OF ROW CONSULTANTS COUNCIL

- Created In 2004 By 11 Service Companies
- Purpose Was To Work Cooperatively On Common Issues Of Importance To Service Companies
- Currently Composed Of 43 Member Companies
- Must Meet Certain Requirements To Join (i.e. W2 Employees)
- Code Of Ethics Is In Place For Member Companies
- Meet Regularly To Discuss Current Initiatives
- Speakers Are Brought In To Cover Hot Topics And Current Issues Which Could Impact Service Companies



Right of Way Consultants Council Charter Members



- American Acquisition Group, LLC
- Associated Right of Way Services, Inc.
- Coates Field Service Inc.
- Contract Land Staff, LLC
- Florida Acquisition & Appraisal, Inc.
- O.R. Colan Associates, LLC
- Overland, Pacific & Cutler, Inc.
- Paragon Partners
- Pinnacle Consulting Management Group, Inc.
- Smith Roberts Land Services, Inc.
- Universal Field Services, Inc.

HISTORY OF ROW CONSULTANTS COUNCIL

- **Have Successfully Worked On Several Initiatives Including:**
 - **E&O Insurance for Service Companies**
 - **Multiple Comprehensive Presentations to ROWCC Membership on Wage and Hour Law Compliance**
 - **Presentations to Membership on Independent Contractor IRS Regulations**
 - **Work closely with AASHTO and DOT Directors**
- **Most Recent Initiative:**
 - **Standardizing Job Titles And Job Descriptions**
 - **Developing An Acceptable Standard ROW Contract**



RATIONALE FOR STANDARDIZING JOB DESCRIPTIONS

- **Job Descriptions Vary Significantly From Service Company To Service Company**
- **Examples:**
 - **Qualifications for Different Levels of Agents**
 - **Exempt vs. Non-Exempt Positions**
 - **Clerk Positions vs. Administrative Technology Positions**
 - **Qualifications for Different Levels of Title Agents**

RATIONALE FOR STANDARDIZING JOB DESCRIPTIONS

- **Allow Clients to have a Standardized System when Comparing Rates on RFP's**
- **Assist Service Companies in determining Proper Personnel Placements more easily when Staffing Projects**
- **Standardize Positions between Service Companies as people move between ROW Service Providers**

RATIONALE FOR STANDARDIZING A ROW SERVICES CONTRACT

- **Many Contracts we see are geared toward Engineering and Construction (Not ROW)**
- **Indemnity Clauses are often one-sided and Onerous placing Undue Liability on Service Companies**
- **Simplify Negotiations with ROWCC Members as all provisions of the Contracts have been previously Approved and Agreed to by the Service Company**
- **Client Companies See Clearly What They Are And Are Not Getting; a Standard Contract easily aligns for Services Offered Comparison**

CURRENT ROWCC INITIATIVE

- **ROWCC 'On The Road' Traveling Program To Present To Purchasing Groups at Pipeline Companies and Electric Utilities**
 - **Familiarize Purchasing Groups with ROW Services**
 - **The Importance of ROW Services to Client Companies Represented by the Purchasing Group**
 - **Why ROW Services Should Not Be Commoditized**
 - **How to Structure RFP's for ROW Services to be able to Compare Apples to Apples**
 - **Give the Purchasing Group a Forum to ask Questions regarding ROW Services**

WHAT THE ROWCC NEEDS FROM YOU

Feedback On:

- **Job Titles & Descriptions – Share with ROWCC your best practices**
- **Qualifications included in the Job Descriptions – does this fit your model?**
- **Proposed Contract Provisions – are you willing to update your current Contract Provisions?**
- **Thoughts on how to approach Purchasing Departments – It all starts with Procurement!**



DISCUSSION & COMMENTS