

**MaineDOT/ACEC Highway Design Subcommittee
MEETING SUMMARY**

**November 2, 2015, 8:30 AM – 10:30 AM
MaineDOT, Conference Room 421A/B**

Attendees:

| | |
|----------------|------------------------|
| Brad Foley | MaineDOT |
| Steve Bodge | MaineDOT |
| Andy MacDonald | MaineDOT |
| Atlee Mousseau | MaineDOT |
| Dale Mitchell | HNTB |
| Kevin Ducharme | T.Y. Lin International |
| Don Ettinger | Gorrill-Palmer |
| Steve Sawyer | Sebago Technics |
| Tony Grande | VHB |

Notes Taken By: Tony Grande

1) Highway Program Update (Brad Foley)

- Brad provided an overview of recent changes in the Highway Program (see attached updated org chart dated 11/13/2015):
 - ✓ One of the biggest change is the creation of a Construction Management Team including, Shawn Smith (Interstate), Denis Lovely (Light capital Paving and Pugmill), and Brian Luce. They will be providing construction review/support to all the Project Managers during the design phase of projects.
 - ✓ Each Region will also have a full-time designer assigned to the team.
 - ✓ 2016 schedules will be locked down soon, likely by end of November.
 - ✓ Kate Maguire (from Bridge) will be taking on the Senior Geotechnical role for the Highway Program. Also looking to provide geotechnical information earlier on in the project development process.
 - ✓ MaineDOT will also be posting for AE's as a continuously open position.

2) Updates on Design Guidance

- Guidance coming soon on Clear Zone (CZ) relative to ROW. MaineDOT will not acquire ROW to meet CZ.
- Engineering Instruction (EI) for Maximum Gradient coming out soon.
- FHWA seeking comment on 13 Controlling Criteria – proposed changes:
 - ✓ Reduce controlling criteria from 13 to 10, propose to eliminate: Bridge Width, Vertical Alignment, Lateral Offset to Obstruction
 - ✓ 10 criteria mainly applied to high speeds \geq 50mph
 - ✓ See Federal Register to provide comments or discuss with Brad

- MASH 31" Guardrail (GR) System.
 - ✓ Splices between the posts rather than at the post.
 - ✓ Should ask the question on your projects if you should use the MGS system 31" GR Terminal now.
 - ✓ FHWA will no longer be issuing acceptance letters for GR systems.
 - ✓ Time table for NHS upgrades from FHWA still in draft form.
 - ✓ ET-Plus may be back on the market but still not approved by MaineDOT.

3) Design Review/Check Review process

- Question regarding how submissions and documentation are looking:
 - ✓ Most submissions appear to be generally following the MaineDOT checklists however it appears that the older designers are not passing on their knowledge to the newer designers.
 - ✓ It was also discussed that perhaps the drainage design could be completed earlier on in the design process, i.e. open drainage design completed by PDR and closed drainage design completed by PIC. The concern being that if drainage issues are being discovered late in the design process that it may add more cost to the design or construction. This could be a future discussion topic at another meeting.
 - ✓ It was determined that each consultant should develop a list of "lessons learned" and send them to Brad Foley. A master list will then be developed and used during a ½ day Lessons Learned training session for all GCA consultants.
 - ✓ The PIC Design Submittal Form Checklist has been updated and is available on the Highway Program Consultant Information webpage.

4) ADA Compliance within Public Right of Way

- There was considerable discussion regarding the following ADA topics below:
 - ✓ What is current MaineDOT Guidance? – Use *PROAG (Proposed Accessibility Guidelines for Pedestrian Facilities in the Public Right-of-Way, dated July 26, 2011)* for best practices
 - ✓ ADA compliance on steep roadway grades
 - ✓ ADA compliance for access to buildings (store fronts) that exist at the backside of sidewalks (at edge of ROW)
 - ✓ When to separate crosswalk ramps at intersections and when is it okay to have shared ramps
 - ✓ How to address ADA compliance with narrow esplanades and sidewalk ramps

- ✓ Layout and orientation of detectable warning fields
- ✓ Can pedestrian push buttons at signalized intersections be located on the crosswalk ramp (8% grade) or does it need to be located at the top/bottom of the ramp at 2% grade areas
- ✓ Other ADA issues for discussion???

5) 2016 Goals for the ACEC Highway Design Subcommittee need to be developed. The previous goals from 2015 are listed below:

- Progression of Sample Plans and Checklists through PS&E.
- Develop Design Guidance for Pavement Rehabilitation projects.
- Develop Design Guidance on 3D Modeling deliverables.
- Centralization of Engineering Information provided on MaineDOT's website.
- Roundabout Design – Discussion of design and maintenance issues/concerns.
- On-going MaineDOT and Highway Program updates.

6) Future Meeting Topic

- Rehabilitation vs. Reconstruction

NEXT MEETING: The next meeting will likely be in January/February 2016, after the December Consultants Meeting.

I have attempted to summarize discussions held during this meeting as accurately as possible. If you believe that any of the items discussed herein are misrepresented in any way, please contact me within ten working days. In the absence of any corrections or clarifications, it will be understood that these minutes accurately summarize our discussions.

Respectfully Submitted,
Tony Grande