



**MaineDOT/ACEC-Maine Joint Transportation Committee  
May 17, 2017**

	<b>Name</b>	<b>Organization</b>	<b>Email address for names not listed below</b>
	Mark Adams	Sebago Technics Inc.	
X	Patrick Adams	MaineDOT - Planning	
	Norman Baker	TYLin International	
X	Steve Bodge	MaineDOT- Highway Program	
	Tim Bryant	VHB	
	Jack Burgess	Becker Structural Engineers	
	Robert Chaput	S.W. Cole Engineering, Inc.	
	Rich Crawford	MaineDOT-Bur. Project Dev.	
X	Kevin Cummings	MaineDOT -	
X	Kevin Ducharme	TYLin International	
	Peggy Duval	Kleinfelder	
X	Wayne Emington	FHWA- Maine Division	
X	Don Ettinger	Gorrill-Palmer	
X	Debbi Farrell	MaineDOT - CPO	
X	Brad Foley	MaineDOT-Highway Program	
	Jeff Folsom	MaineDOT – Bridge Program	
X	Robert Faulkner	CHA Consulting	
	Wayne Frankhauser	MaineDOT – Bridge Program	
X	JoAnn Fryer	CLD Consulting Engineers	
X	Jason Gallant	CMA Engineers	
	Tom Gorrill	Gorrill - Palmer	
X	Tony Grande	VHB	
X	Linda Greer	CLD Consulting Engineers	
	Dan Hudson	CMA Engineers	
	Brian Keezer	MaineDOT- Traffic	
X	Tom Kendrick	McFarland Johnson	
X	Brian Kittridge	MaineDOT	
	Bob Klimm	WSP USA	
	Roland Lavallee	HNTB	
X	Evan Lowell	TransSystems	
	James Mansir	Erdman Anthony	
X	Cheryl Martin	FHWA – Maine Division	
	Lauren Meek	Stantec	
X	Tim Merritt	Stantec	
X	Dale Mitchell	HNTB	
	Mike Moreau	MaineDOT – Utility Engineer	
	Jenn Paul	MaineDOT-Multimodal	
	Todd Pelletier	MaineDOT	
X	Mark Peterson	Golder Associates	
	Bill Pulver	MaineDOT-Bur. Project Dev.	
X	Scott Rollins	MaineDOT-Bur. of Planning	
	Gary A. Santy	Stantec	
	Will Savage	Acorn Engineering	
X	Steve Sawyer	Sebago Technics	
	Eric Shepherd	MaineDOT-Bridge Program	



**MAINE DEPARTMENT OF TRANSPORTATION**  
**and**  
**AMERICAN COUNCIL OF ENGINEERING COMPANIES**  
**Quarterly Meeting Minutes**  
May 15, 2017 – 1:30 to 3:00

Introductions / Agenda Review

**MaineDOT Program Updates**

- **Utility** – no one present
- **Bridge** – no one present
- **Bridge Maintenance** – no one present
- **CADD:** Brian Kittredge
  - Personnel wise – advertising for CADD support position; will be conducting interviews within a month or so to be back to full staff.
  - May 5<sup>th</sup> had the first of MAINEDOT contractor review of 3D model classes; good attendance (2 DOT, 8 consultants) – good conversation and from this:
    - (3 Data resources – will make them available for people to take back to their offices);
      - technique used in-house to create box section where we have driveway openings – this will be made available;
      - intersection model information;
      - do we have DOT training methodologies; print driver – all sheets at once. Having some issues with FTP site, some changes will need to be made with a new password – will make this stable before the stuff is uploaded.
  - Likely at least 2 more trainings; Adobe connect recording of the training will be done – goal; these will be the same as the first training.
  - Where is the Department from the Contractor side – do you have input from them as to how this is being used. Some are only using EP-EP. Others are digitizing cross-sections; some want full models with drainage, etc.
  - No expectation that 3D modeling is being done for driveways.
- **CPO:** Debbi
  - In the process of wrapping up the 2015 RFQ; multi-pins by mid-June and one GCA by end of May
  - Next one will be in late August or early September; specifically for construction support (600 series service areas).
  - Previous RFQs have included all services for each service area. This will be pared down to ONLY the services needed for the next 4-5 years. Those that are not included, consultants could still be pre-qualified under the general pre-qualification. Trying to make this process more manageable so it's not such a big effort. Will try to keep the pre-qualification process open through longer of the Department-wide RFQ process. They are considering just excluding the services areas that are included in the Department-wide RFQ process, rather than the entire pre-qualification process.
  - ACEC can supply an ad-hoc committee to do a "lessons learned" and coordinate with CPO on that (needs to be done ASAP to fit in with their schedule).
- **Highway:** Brad
  - One new PM 1 (Andrew Lathe), will be working on Augusta South Team (with Ernie Martin).

- Structural pavement design guidance has been put out on the web, which outlines procedures of when the “short form” design version will be used, and when the PavementME design program will need to be used.
- Sideslopes design guidance is being finalized now and will be published soon.
- PDR – adjusted pavement structure section to match design guidance, updated Complete Streets & ADA sections
- Updates on the website.
- **Materials Testing**
  - IA Supervisor is retiring at the end of the month. Position will be advertise after that
- **Multimodal**
  - No staffing changes
  - Intersection PDR templates have been updated consistent with the highway program updates
  - Applications for rail projects have been announced. Projects are going forward with authorizations to proceed in a few weeks.
- **Planning**
  - No personnel changes or updates
  - Planning has been reviewing service areas, reducing from 28 to 14 (including merging some service areas or eliminating others that are not used). This will streamline the submittals.
  - Patrick has been doing some pedestrian safety forums around the state. Working on updates for transition plan for ADA compliance etc. based upon public input.
- **Property Office**
  - No one present
- **Freight Office:** Staffing changes – Rob Elder retired. Nate Moulton took his place (Director of Office of Freight). Matt Burns now oversees the SHIP & BIG. Two open positions: Rail Director, Rail Maintenance Manager.

#### **2017 Calendar Year Delivery Performance Summary**

- MainedOT projects 98% on-time for advertisement (147/150); all units are over 90%; projected year end 97% (234/241)
- PSE on-time delivery is 96% (160/166), projected year end is 96% (245/256)
- Local projects - 50% on time for advertise (4/8). 71% year end projections (17/24)
- PSE on-time delivery is 57% on time (8/14), projected year end is 71% (22/31)

**ACEC Subcommittees** [next meeting – add roundtable discussion for the next few years for items that should tackle; want these to be more substantive / what can we do collaboratively to move the Department forward)

- **Bridge Committee:** March 7<sup>th</sup> last meeting. Draft notes will be posted shortly. Highlights – Jeff Folsom handed out guidelines on the Coachpoint process. Bundling bridge projects for DB or CMGC. Programmatic Section 7 has been signed and is available on the website. Habitat Connectivity training by Charlie Hebson is available in a few weeks. At the last meeting, mentioned a concern with more projects / smaller projects to streamline project development process so as not to overburden PMs, consultants, contractors. Dale recommended to send out to all GCA firms to get input for discussion at the next meeting in June.
- **Multimodal:** no report.
- **Highway:** Meeting on Thursday morning. Last meeting was in December. Quite a bit of things to discuss: one item “lessons learned” on projects. Goal is to have sessions with highway

consultants and Department in a half-day setting. Likely not occurring until the mid/late summer. Website updates are continuing to be implemented. The updated information has been emailed to consultants.

- **LPA Committee:** next meeting in June. Will be discussing templates for improved schedules and estimating for applications. Patrick will be presenting information later in the meeting regarding the applications / scoring criteria that the committee assisted with last year.
- **CADD Committee:** Has not met.

#### **Every Day Counts:** Cheryl Martin, FHWA

- First year of EDC-4; Maine initiatives include the following areas:
  - Automated traffic signal
  - Collaborative hydraulics
  - E-construction
  - Safe transportation for every ped
  - UHPC connections for pre-fab bridge
  - Using data to improve traffic incident management
- Last STIC meeting was on March 6<sup>th</sup> – brainstorming proposals for the STIC funding (\$100,000 in funding available for programs or processes to mainstream) Decision will need to be made prior to the end of the Federal Fiscal Year
  - In general how is MaineDOT doing at utilizing the money available? Cheryl reported very well, we are using the money every year (5 years so far) and taking advantage of this opportunity. Cheryl will provide an update on the STIC funded proposals that are underway.
  - STIC is co-chaired by FHWA administrator & Commissioner; other agencies are represented (ACEC, MPOs, APWA, etc). Other groups that get information (AGC, City of Portland, Asphalt producers association) working on trying to reinvigorate and broaden the perspectives involved.

#### **(TAP Applications) Bike/Ped project funding** (Patrick Adams)

- First worked to gather information / data of how this is done here and in other areas
- Previous process did not have enough substantive information
- Worked with LPA committee for 15 months on improving the application to gather more informative data to make sure the project meets the Departments goals. Did this in reverse by creating the scoring criteria first, then updating the applications
- Scoring criteria:
  - Grouped items with common themes – meet the criteria of the subcategories (either you meet it and get all points for that subcategory, or you don't and get none).
  - Also put in some areas where you could lose points based upon project complications and / or history of project delivery.
- Application form
  - Set up to mirror the scoring criteria; encourage communities to use the scoring criteria to make sure they are fully addressing the question and specifically addressing what is needed to get the points.
  - Idea was to create a streamlined and user-friendly application that provided the needed information for them
- Wanted to be able to feel comfortable with the selection process and what gets funded (justifiable and transparent); and be able to provide useful feedback to communities as to why their project has not been funded.

- This is about describing this project and why it is more important, viable, and valuable than someone else's project.
- New document providing the application process (7 step process) and general overview / guidelines has been posted on-line for use by communities. Patrick is available to the community to help them with the application development.

### **ADA / Pedestrian Safety Training**

- Training sessions for communities for sidewalk / crosswalk expectations as well as ADA requirements with which they need to comply (working with Pete Coughlin Local Roads Program) to provide training to communities – breakfast with am trainings with public works, city managers, consultants, etc. (ADA accessibility, maintenance, snow removal, etc.) Five sessions have been completed and 3 more communities are scheduled.
- Public Outreach to 21 focus communities: Sanford, Saco, Biddeford, Portland, South Portland, Westbrook, Lewiston, Auburn, Bath, Brunswick, Topsham, Augusta, Hallowell, Waterville, Winslow, Camden, Rockland, Bangor, Brewer, Old Town and Orono. These 21 communities represent 28% of the population. Represent 1/3 of all pedestrian fatalities but over 2/3 of all pedestrian crashes. Looking at 3 elements (motorists; pedestrians; and design) to see how these impact the pedestrian safety. Working with law enforcement to stop and educate pedestrians about unsafe and illegal behaviors.
  - Have had Westbrook & Bath sessions so far. Lewiston is tonight, June 11<sup>th</sup> is Auburn. Others are yet to be scheduled. Regional traffic engineers are attending these sessions, mapped high crash locations in GIS & working with MPOs to get this information out so when a project comes up these can be incorporated.
  - Reflective strips and slap bracelets are give-away items for events / activities (and with law enforcement for education and enforcement) – 3M has picked this project up nationwide.
  - Design lessons learned may be in the works in the future.
- Patrick is presenting to other DOTs that might be interested in implementing these type programs.

**NEXT MEETING: September 18, 2017 1:30 – 3:00PM**