



MAINE DEPARTMENT OF TRANSPORTATION
American Council of Engineering Companies (ACEC-Maine)
Multimodal Subcommittee
2019-04-23 Meeting Notes

MEMBERS	Jeff Tweedie, MaineDOT Mike Laberge, MaineDOT Steven Davis*, FHWA Ted Trembley*, City of Bangor Sean Thies, CES <i>*Could not attend</i>	Tim Bryant, VHB Craig Morin, HNTB Dave Melo*, Stantec Allene Rieger, TranSystems
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Subcommittee Mission: Improve communication between MaineDOT and Consultants and assist MaineDOT in achieving Multimodal Program goals.

Discussed subcommittee consultant member rotation schedule provided by the ACEC Board:

- Sein Thies Q1-2019 thru Q3-2020
- Allene Rieger Q1-2019 thru Q4-2020
- Craig Morin Q1-2019 thru Q1-2021
- Dave Melo Q1-2019 thru Q2-2021
- Tim Bryant Q1-2019 thru Q3-2021

Discussed and agreed to the priorities in the draft subcommittee Work Plan developed by JoAnn Fryer after the previous meeting. The Work Plan priorities are:

1. Specifications/Special Provisions – Standardization of Marine Documents
 - Develop list of “standard” bid items – ones that are required on most projects.
 - Review / develop listing of items in Standard Specifications that need SP for marine projects.
2. Delivery – Locally Administered Projects
 - Develop template quarterly report.
 - Review FHWA resources for delivery improvements.
 - Consider bi-annual or annual recertification (webinar with primary points on critical schedule items).
3. Estimating – Locally Administered Projects
 - Sample schedule of items – Bike/Ped projects – send for review.
 - Review and provide comments.
 - Update estimating tools.

Discussed the draft Section 531 Marine Structures specification outline that Craig Morin provided.

- Unless noted in the Marine Structures specification all materials and construction used on marine projects should be in accordance with the Standard Specifications items.
- Specialty marine items will be included in Section 531.
- Craig volunteered to further develop the outline of the Section 531 specification using special provisions from HNTB marine projects.

Other items discussed include:

- Consider completing development of a Marine Structures Design Guide as a future subcommittee effort:
 - Could use the document developed by the previous iteration of this subcommittee as a base.

- Present Best Practices and The MaineDOT “way”, not all the detail for design. Leave the detail to the referenced specifications and design guides.
- Consider including an executive summary for municipal officials and other non-technical users.
- Consider using other design guide documents, such as AREMA, for ideas of how to structure the Marine Structures Design Guide.
- Jeff noted that a new version of the MaineDOT Standard Specifications is being developed. The cover will be the color red. Kevin Hanlon, the assistant Contracts engineer is leading this effort for MaineDOT.
- Preliminary Design Reports for Marine Projects: There currently is not a standard template for PDRs for marine projects, so this is another area the subcommittee could help with in the future, after the other initial priorities are addressed. Craig noted that HNTB has sample marine-project PDRs that he will share when the subcommittee starts to work on this initiative.
- The next LPA Certification Training is scheduled for November 7, 2019.
- Any project on the state highway system must be completed in MicroStation starting with new projects in 2019. Mike explained that this is because of conversion issues from AutoCAD to MicroStation.

Next meeting: Tuesday June 25, 2019 at 10:00am at MaineDOT.

Action Items

1. Mike will schedule a conference room for the next meeting.
2. All subcommittee members will further review the draft Section 531 Marine Structures specification outline and bring comments/suggestions to the next meeting.
3. Craig will further develop the outline of the Section 531 specification using special provisions from HNTB marine projects.
4. Tim will develop and distribute the notes from this meeting.