



MAINE DEPARTMENT OF TRANSPORTATION
and
AMERICAN COUNCIL OF ENGINEERING COMPANIES
Quarterly Meeting



March 17, 2025 – 1:30 to 3:00

Location – MaineDOT Maine Conference Room (216 – Main Floor)

- Previous minutes posted to ACEC of Maine website <https://mo.acec.org/maine/committee-info/>
 - September 17, 2024, meeting minutes
 - Highway Lessons Learned Materials will be posted uploaded to the ACEC website after the new website is functional.
- MaineDOT Updates (Including major personnel changes)
 - General MaineDOT Updates – Todd Pelletier
 - Focus – Development of the new work plan and managing and trying to predict changes in transportation policy at the National level.
 - Plan is to stay the course and keep doing what they've been doing and producing at a high level unless they hear otherwise. Will continue to monitor.
 - Internally focused on employee engagement and looking into options for employee development to get people ready to fill future positions. Additionally, with staff retirements and movement within the Department, MaineDOT is focused on how to retain staff.
 - Contract Procurement Office – Erin Binghalib
 - Update on Invoice Review Process – Invoices are not getting paid in a timely manner. There is an internal processing issue, and they are working to resolve it. Thank you to all for your patience.
 - Approved Audit OH and approved construction services new rates.
 - The Department understands several firms are waiting for their approved audited OH rates. The delay in approvals is holding up the 2025 wage rate cap adjustments for some firms providing construction services. 23 CFR .172 requires review and approval of audited OH rates. MaineDOT cannot provide conditional approvals or approve contracts without them. Audit is understaffed. Audits are typically processed in the order they are received. Priority will be given for those firms in line to receive GCAs and those firms still waiting for their approval.
 - RFQ process – On time and started the interview stage for 40 interviews this week and into the first week of April.
 - Next Departmentwide RFQ is for Planning, Environmental, Results and Information Office, and Safety Services. The RFQ will be advertised in September 2025 and will be the same process and timeline as used for the 2024 DW RFQ.
 - Bridge – Rich Myers
 - 2025 – slated to deliver 61 bridge projects at \$346 M, 39 are replacement projects and includes the bridge bundle located in Sidney.
 - 2026 – Workplan includes 77 bridge projects at \$316 M, 50 are replacements not including the Design Build I-395/Brewer.
 - 2027 - Workplan includes 58 new bridge projects with 20 being funded for PE only and includes 17 paint projects. Since then, 11 more PE only projects have been added. Forecasting over 100 projects to advertise in 2027.
 - Staffing –

- Jerry Dostie Sr. - PM promoted to Senior Project Manager on the Design Build Team.
 - Team North – Dorian Taylor, hired from outside of MaineDOT is starting as a PM 1 on 3/28/25.
- Bridge Design Guide – No update
- Highway – Brad Foley
 - Staffing – Senior Highway Engineers are now assigned to Teams North and South and will provide consultant reviews.
 - Team South - Doug Coombs retired and Marty Rooney has filled the position as Senior PM. Andy MacDonald Senior Engineer for Team South.
 - Team North - Atlee Mousseau now Project Manager for Regional Program Large Culvert Team. Senior Engineer position filled by Dana Cloutier.
 - Workload – Anticipate that the STIP will be approved late summer and cannot assign projects until then.
 - More info to come on what to expect. Still carrying a lot of CVS and grant projects
- Multi-Modal – Jeff Tweedie;
 - Staffing –
 - AJ Paradis – New LPA Coordinator and assisting with contract books. AJ was formally a technician in the Bridge Program.
 - Tom Stevens is the new Construction Manager
 - Mackenzie Kersbergen was promoted to Assistant Program Manager in the Regional Program. Joe Stilwell has filled the position.
 - Mike LaBerge was promoted to PM 1
 - Projects – 30 to 40 projects this year with an even split between in-house and LPA delivery. LPA delivery was at 60% this past year. The program has been working on municipal/state agreements.
- Regional Program –Denis Lovely
 - Staffing:
 - Mackenize Kersbergen now Assistant Program Manager.
 - Large Culvert Program – Atlee Mousseau is Program Manager
 - Region 4 – Carmen Fersetti new PM 1
 - Large Culvert Program – The goal is to double the number of large culvert projects. Looking to streamline PDR, ROW and Environmental processes and standardize precast box culvert sizes. The program is looking for good plans not perfect plans. There will be communications around streamlining through the Highway Subcommittee.
- Bridge Maintenance – No update
- Property Office – Heath Cowan
 - All projects filter through property office. The Office will continue to reach out to consultants for survey and row work.
 - As firms are doing existing conditions plans, please make sure that through the PM's you are checking in with Guy to make sure the jump off points are good. Don't hesitate to reach out.

- STIP mid to late Summer – the office is not waiting to do the work. They are using state funds for existing conditions survey. Hoping to get more done in the upcoming weeks.
- ROW Manual is be edited and is due May 2025. One more chapter to be sent for FHWA's review.
- Personnel – two Professional Land Surveyor positions open
- ORD – When consultants are submitting PDF's, the PDF's look great but when they add their files to the plans they are having issues printing.
- Planning – Jennifer Grant
 - Staffing:
 - Matt Burns, new Deputy Director of Freight and Business Services
 - Tyler Schroeder, new Assistant Engineer for Aviation Unit
 - Michael Cory, now Region 2 & 3 Planner
 - Matt Drost, Region 1 Planner
 - There are several PPIs and VPIs ongoing throughout the state. Major Studies this year:
 - Aroostook Corridor Study is underway
 - Route 11 Study is starting,
 - Route 1 corridor RFP will be advertised this year.
 - Story Map Launched – Complete Streets, context mapping, speed limit setting
 - Funding in flux with CDX and earmarks being carefully looked at.
 - Launched 2024 Safety Story Map = updated completed streets, speed limit, context and local cost share policy:
<https://storymaps.arcgis.com/stories/f68a5682f88a449d88564a0ca42f7368>
- ADA – Theresa Savoy
 - Public ROW guidance that was in draft rule came out of the access board was released in August 2023. Agencies of jurisdiction; GSA w/out change, DOT approved with small changes and put out Rule, and it is now sitting with DOJ. Curb ramps and sidewalks are under DOJ and are still in limbo. Whereas Transit is under DOT.
 - Meeting internally about detectable warning fields.
 - What do consultants need for training? The Department wants to make sure new designers understand the requirements. Last Designer Training was in 2019. Theresa M. will send email out to consultants asking about training needs.
- Virtual Public Involvement Update - Scott Rollins retired in February. The plan is to move VPI under Creative Services. A position to fill Scott's vacancy has been posted. HNTB is covering the oversight of the platform of VPI.
- Construction Season Outlook
 - Bridge Program, Eric Shepherd –
 - 30 people in-house lost 9 to retirement but have hired approx. 9 people
 - 1 new person starting in April and one pending
 - 24 consultant residents and inspectors + 3 or 4 paint inspectors so 50% consultant usage.
 - Highway / Regional, Scott Bickford –
 - ***Emphasis needed for Project Close-out*** There are 17 consultant-led Resident projects on the list that need to turn in closeout documents. This is an

area of focus and concern and need to make serious progress this year. Three closer positions have been added to the Contracts Office.

- 170 Regional Projects plus HW – only 40 Residents and Inspectors on staff. If you have qualified candidates, the Department is interested in hearing about them.
 - Looking for someone to take over Carmen's Ellsworth Resident Assignment
- Funding – Andy Bickmore - *Federal Policy Impacts*
 - 3-year Work Plan was posted in mid-February. Dollarwise, program is same size as last year.
 - Federal – seems to be evening out.
 - Stabilized Advertisement Plan for this year.
 - Discretionary Grant Programs – Feds are going through each grant by program and then reviewing project by project to make sure they are in alignment with administration's goals.
 - Reauthorization is in discussion. Administration is going to reset priorities
 - State Level – The Transportation Committee is having discussions today. Currently no changes to the 3-year work plan program.
- Reports from Subcommittee Co – Chairs
 - CADD – Jonathan French, MaineDOT/Jeff Collins, HTA
 - Held two meetings so far. ORD transition conversations have been good. Paul Pottle (Stantec) will be co-chair.
 - Subcommittee is meeting monthly to start and then will meet quarterly.
 - Focus to start is Plan development. Some of the things you can do in ORD for Plan Development doesn't align with Manuals.
 - End of Month – release of next workspace 2.3 – mainly ROW Updates
 - Re-doing ROW Manual and posting new videos for how to model existing and proposed.
 - Filing Folder Convention – Need to follow the structure. Bridge and HW DGN are confusing to folks. Bridge.dgn and Highway.dgn are container files.
 - Reviewing Work set files being transferred back and forth. May not need to include the configuration file. Looking into this.
 - Contractors – Don't have ORD Convention files for ORD. Asking Contractors what they are using and want to develop standards for these.
 - Anticipating a change to ORD 24 - in August will have a brand-new workspace for that with new videos. Will expect consultants to transition to ORD 24 when MaineDOT does.
 - Bridge – Bryson Welch, Thornton Tomasetti
 - Held two Bridge Subcommittee Meetings – Quarter 4, December 10, 2024 and Quarter 1, March 4, 2025. Next meeting is scheduled for May 27th.
 - Scheduling for upcoming release of BDG.
 - Areas of focus:
 - How consultants mine data for costs from Bid Tabs. How can this be made more consistent.
 - EV and RPV may influence bridge rehabs. Make sure we catch those design trucks at the beginning of the design.
 - PDR PIC design Memo – add some additional items to it to streamline PDR and not repeat information.

- PDR Estimate guide and best way to use those.
 - Training – Hydraulics MaineDOT had that in-house but there was not an opportunity for consultants to join in.
 - NBIS – Training, ACEC Maine has sent out a survey to garner interest from the consultant community and will reach out to MaineDOT.
- Highway – Shawn Davis, TYLin
 - Highway Lessons Learned was held on November 24, 2024.
 - MaineDOT drainage Design guidance – will be discussing drainage training in the fall timeframe.
 - Subcommittee will talk with Jeff Pulver about Mast Arm and Sign foundations
 - Next meeting will discuss streamlining large culvert design process
- Multimodal – Brad Lyon, Sebago Technics
 - AJ Paradis added to subcommittee.
 - Q3 Presentation from Shayna Bramly of Michael Baker Design on Pedestrian Lighting. This may turn into a formal training.
 - Q2 Meeting scheduled for April 8th on PDR phase Alternatives Analysis
 - Future topics – Inconsistencies on signal design plans from consultants
 - Project Manager – Ask if RSU's and detections are needed for every location. Steve Landry makes the decision on detection. Discuss early.
 - MaineDOT is putting on Traffic School April 22-24 - Highly Recommended get your hands on the signal equipment. Look at how all of the equipment works.
- Report from Consultants – *Proactive measures taken to address retirements and turnover:*
 - Career Conversations Long term goals,
 - Getting Junior staff more engaged
 - Practice Area Group Meetings present their projects and lessons learned
 - Make available online classes created in-house on technical and management topics at various levels.
 - Plan in unbillable time to cover training for employees to have on the job learning opportunities.
 - Focus on the people retiring, how do you get that intelligence to carry over. Planning well in advance and spending time to identify who will be the new subject matter experts.
 - Senior PM's role to include teaching future doers/leaders
 - Retirees are on-call on a part-time basis to take calls
 - When people leave and you have notice take the time to share that information
 - Train to design with construction in mind. Try to bring in entry level graduates to put them in the field early. Constructability is a big focus. Match entry level and Sr. Level staff to provide mentoring.
 - Elevate Program – collaboration across multiple disciplines. They are given initiatives to determine how to improve the firm.
 - Succession Planning early on. Values the aging workforce that allows people to work part time with full benefits. Allows people to work into normal retirement.
 - Generational Transition – Most principals have an annual goal that is centered on generational transitions. Matrix for every technical job description that has 20-25 definitions about what the

role is supposed to include. Goals that focus on being one of the next leaders of the company. Coaching and reviewing emails to make sure communications come out the way things should.

- Spreading the tasks/work out to various people rather than one or two people to spread the knowledge around.
- 2024 Delivery Performance Wrap-up– Jeff Folsom
 - 2024 Advertisements within 28 days of date set Jan. 1 was 184 out of 234 times = 80%, \$635 M
 - 2023 \$415 M and 218 Projects, 93%
 - 2022 \$489 M and 199 Projects, 93%
 - 2025 to date: 94 of 94 projects delivered on-time. The 247-project uptick is related to large culverts and small bridge projects. Historically the Department has not kept pace with these projects and has been falling behind as it relates to their deteriorating condition.
 - Project Duration – The Department is looking at how well they deliver within the 3-year work plan. Kick-off to PDR is taking 2 to 4 times as much time as PDR to final design. Lots of room for improvement.
- Buy America – Jeff Folsom
 - Build America includes Steel/Iron, Construction Materials and Manufactured Products
 - Construction Materials- New to Build America/Buy America
 - Manufactured Products – Was part of the 1993 domestic preference products. We have had a waiver since 1993, and its days are numbered. Was to take effect 3/17/25. Delayed until Thursday 3/20/25. Wanted time to take a look at it based on the new administration.
 - Phased approach:
 - i) Phase I must have final assembly in US
 - ii) Phase 2 at least 55% of the cost of components must be produced in the US
 - Some states are requiring certifications and lists. MaineDOT is trying to anticipate certain things that need to have a waiver.
 - Consultants be mindful of where things are made as we propose trying new components.
- EDC-7 & State Transportation Innovation Council Updates –No update
- FHWA – General Updates – Jennifer Williams, FHWA
 - Maine Division has lost three people
 - Hank Rettinger is the new Division Administrator - he comes to Maine from Wyoming
 - Up until a couple of weeks ago, everything had to go to DC
 - MaineDOT is one of very few states to have NEPA Assignment.
- MTA – General Updates – Peter Merfeld
 - Andre' Briere, former NHDOT Deputy Commissioner, has been nominated to become the new Executive Director
 - Consultant Briefing on the MTA/MaineDOT working group
 - Gorham Connector – MaineDOT taking over planning efforts. Internal Meeting set up in a couple of weeks. There are a lot of leftover questions to answer from the communities and public. Bill in the legislature for the MTA to give the land bank to property owners.
 - Lauren Fleming has joined MTA as the Engineering Program Manager
- Next meeting: Policy – September 15, 2025 (*Reserve the third Monday of September and March*)
- ACEC Maine Reminders: Annual Membership Meeting – May 13, 2025, in Freeport