



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

June 17, 2019 – 1:30 to 3:00

Location – MaineDOT Headquarters, Augusta – Conference Room 216

Meeting Notes

- Introductions
- Review minutes – Meeting notes will be compiled, emailed for review & Updated, posted to website within a month
- Review agenda
- MaineDOT Updates (Including personnel changes).
 - Bridge – Wayne Frankhauser
 - i) Personnel: Two AEs who have PE have been promoted to CE2. One is a Geotechnical engineer has left the department. Chief property officer/appraiser 3 has retired; Appraiser 2 has been promoted and will be posting an appraiser 1 or 2 position. Vacant office assistant position has been filled.
 - ii) Other news: Construction pricing has required deferring 7 projects that have been deferred to 2020, 1 to 2021 \$27M total. Looking now at candidate projects for the next work plan; this will have a ripple effect.
 - iii) Anticipate less project, therefore, looking at BDM and tools for bridge design, as well as working on putting projects on the shelf. Most likely BDM will be moving towards an electronic format on the web.
 - iv) STIP was recently approved, so now PMs are starting to make assignments of the new work, soliciting proposals.
 - Highway – Brad Foley
 - i) Personnel: Denis Lovely is now the Region 3 Manager, and has left the highway program. Shannon, office assistant has left. Looking also to fill that position. New PM on Ernie's team: Terry Blair Jr. Brad Tyrone from ENV has stepped into the Utility Coordinator role.
 - ii) Three projects were deferred to the future due to construction pricing. Have about 10-12 projects on the shelf (PDRplus status). Have made some assignments (primarily large culverts), a few more that will need to be assigned; may possibly be completed in-house they are still evaluating.
 - Multi-Modal – Jeff Tweedie
 - i) Personnel: Posting for an office
 - ii) Project: Portfolio is small in number of projects and total cost; have not had to defer. Still struggle to award projects based upon pricing coming in.
 - iii) Recently had LAP training a month or so ago; good turnout from consultants and municipalities. Overall good reviews on most of the topics. Fall recertification class planned.

- Planning – Scott Rollins
 - i) Personnel: Hired two new regional planners (one replaced Jerry Otterberg; another replacement of a position lost several years ago). New RP are Steve Cole will be doing mid-Coast; and Haley Hilomilo is in Region 3. Jen
 - ii) Complete Streets policies are being worked on now. Anticipate presenting that information at a future meeting.
- Contract Procurement Office – Debbi Farrell
 - i) RFQ planned for the fall. This will encompass all design services. Prequalification application posting will be coming down around the beginning of August to prep for the RFQ. This will remain down through the Prequalification stage of the Department wide RFQ process (likely through end of the year). Then the open prequal will be open for everything EXCEPT those services solicited in the RFQ.
 - ii) No major changes from the application process that was done at the Inspection RFQ (last one that was released).
 - iii) Maria Hobbs has left CPO, taken a new position in a different state agency. Getting ready to advertise this position.
- CADD Subcommittee – Dale Mitchell and Brian Kittridge
 - Bentley has come in to the Department and provided a preliminary configuration that has been set up. Functional work space but not complete. Do not currently have a schedule from Bentley.
 - Just completed 5-year training RFP for all modules considered for internal training. If available seats they will be offered to consultants. Modules include Microstation Connect, OpenRoads Design and SUDA design class.
 - EnvisionCAD is doing the Microstation Connects and SUDA.
 - ZEN engineering is doing the OpenRoads class
 - When ready to go, anticipating setting up an existing project in the workspace and test it to see how it works before moving the Department.
 - Dale will meet with Brian to talk about whether it would be beneficial to assist the Department with a CADD subcommittee.
- Locally Administered Project Process – Are there components of the process, such as project schedule, that could benefit from a Team Review?
 - LPA delivery is 15% currently. The Department needs assistance of the consultants in assisting the municipalities in learning the schedules. Enhanced training to include more information on the ROW process to make sure that everyone allows enough time.
 - PMs at DOT work closely with the municipalities on the scheduling of the projects that needs to be reinforced by the consultants. Most of the consultants know process better than the municipalities.
 - Overhaul the process for application of the process.
 - Risk assessment of the project.
 - Visit all projects before award, give them the opportunity to point out issues that are missed regarding drainage, ROW, etc. that are big risks for delivery failure.
 - Already do a one-on-one kick-off meeting with municipalities.
 - Multi-modal subcommittee will work on brainstorming these ideas and come back to the Transportation Committee. Representatives from the smaller consultants that might be there to get foot in the door.
- Preliminary Design Report – The level of design development appears to be changing, historically it was 35% then it changed to 50%, and now some elements are being requested to 60% design. What are MaineDOT's expectations?

- The PDR has become more important in planning & scheduling construction in workplans.
 - Highway PDR checklist on website since 2014. Bridge Manual have 5-6 templates of PDR. In general, requests should be consistent among projects, except in special circumstances where additional information is needed to make the full evaluation.
 - ROW aspects, environmental aspects, costs/alternatives need to be more comprehensive to assist in decision making as to whether project will move forward and what it will be.
 - PIC-“Light” almost; which is true, in order to reduce schedule from PDR to PIC. When construction funding is requested after PDR, they have 3 years to implement the project. This is tight for many projects given the ROW process and timing on getting projects delivered.
 - Recommended to discuss at Scoping to coordinate on whether there will be additional requirements for the PDR due to special circumstances. If additional things arise moving forward, communicate to determine if contract modification.
 - For large culverts, the PDR / PIC are combined.
 - Does it make sense to move PIC to Phase I? There may be a lag in getting contracts for Phase II, or may not go back to the same
 - Looking at PDR-Plus, rather than PIC because that milestone kicks off resource permitting, ROW, etc. PDR-Plus is close to PIC, in general not a full drainage design, but locations are determined although system not sized.
- Report from Subcommittee Co-Chairs
 - Highway Subcommittee (Tony Grande)
 - i) Last meeting in February.
 - ii) Reviewed the new Highway Design webpage – very robust. Lots of good information, links, etc. Please send any issues to Brad if there are any.
 - iii) Reviewed Bid prices, just starting to come in high.
 - iv) Discussed partnering ACEC/MaineDOT to do training. Don Ettinger is working out the ADA training.
 - v) New ADA details have just been posted
 - vi) Next meeting planned within the next month.
 - vii) Tony will be rotating off the subcommittee, new consultant members rotating in.
 - Bridge Subcommittee (Theresa McAuliffe)
 - i) To facilitate TAME process, would like to see draft 107 & 652 Special Provisions at PDR.
 - ii) Rich & Garrett recently shared the draft language for 107. This should have been sent out to the distribution.
 - iii) Drilled shaft use in New England was discussed.
 - iv) Quarter 2 meeting tomorrow. Members are rotating on this committee as well.
 - Multimodal Subcommittee (Jeff Tweedie)
 - i) Meets tomorrow. This covers multimodal & LPA.
 - ii) Marine facilities guide discussion is on-going. This is underway, so Jeff noted that they should focus on LPA.
 - iii) New consultant members: Tim Bryant, VHB, Sean Theis, CES, ALlene Rieger, Transystems, David Melo, Stantec & Craig Morin, HNTB.
- Report on the next Technical Meeting – Foley/Grande
 - The Highway Subcommittee is planning an ADA training for this fall & winter. Don Ettinger & Brad Foley are coordinating.

- Two parts: One for Design and one for Construction.
 - Practical Examples and design instruction – focusing on the requirements on how to look for requirements, how to document technical infeasibility, how to implement.
 - Need to make sure there are a lot of difficult situations on how to address.
 - Beta class in October to try for 4 hour class. Small group will be invited 15-20 (working session to see how things go).
 - Formal training will be happening in December.
 - Designers and construction inspectors will be invited to this session. Should contractors be invited? Perhaps a later one with AGC.
 - If you have examples of difficult situations that can be used at the training, please email them to Don Ettinger.
- 2019 Calendar Year Delivery Performance Summary – Rich Crawford
 - Project Development summary:
 - i) Advertise On-time delivery at around 91% even with deferrals. On target for 86% at year end.
 - ii) PSE is a little lower at 83%, on target for on high 70%.
 - Highway has delivered most of their program.
 - Bridge has delivered about 40% of their projects.
 - Multimodal has a few rather large projects still to be delivered. On target for 75%.
 - As noted earlier LPA's are at 17%.
- New Wage Rate Cap and Wage Rate Waiver Process – MaineDOT
 - ACEC group has worked with Department over the last year regarding the wage rate cap. The Department has developed a new process.
 - Effective July 1 – PMs and the individuals who are performing the Quality Control review cap will be \$62/hour. All other categories will remain at the \$50/hour cap.
 - **Fill out wage rate waivers before you fill out your proposal! Submit these as soon as you have identified staff needing waivers. This should be submitted ahead of time for approval before you submit your cost proposal.**
 - Currently working on an updated waiver form, which will be posted on the webpage with instructions. These should be posted by the end of the week. Anticipating that future waiver requests will be less.
 - Process will include submitting the waivers to both the PMs and the Contract Specialist. Team formed in house (review team will be Nate Benoit, Steve Bodge, Jeff Folsom, Debbi Farrell, with Rich Crawford as oversight) to review the waiver forms. Scheduled whenever waivers are submitted, does not wait for a specific meeting time.
 - Is there a consideration for multiple PMs (ie. Bridge, highway)? Only two people will be allowed for PMs when there are multiple disciplines. May need to consider multiple people for QC if there is a complexity in different disciplines. This would be reviewed when you submit your waivers or through discussion with PMs during scoping.
 - QC review is intended to be a high level senior review, not design checker. Department will be reviewing hours closely to ensure the level of hours is consistent with QC review expectations.
 - PMs and QC personnel are to be specifically defined or noted on your A1 forms (can show their company title with PM or QC in parenthesis if their title is not descriptive of the role they will have).
 - Each time the Department will be releasing a Department wide RFQ, the Department will be doing a review of the wage rate caps. Construction Support wages were done at the last release of that RFQ.

- In general the firms who submit more frequently generally attach a paragraph of why the person is deserving of a higher wage, past experience, specialty, etc.
- Every Day Counts – State Transportation Innovation Council – Cheryl Martin
 - EDC 4 innovations concluded at the end of December. The final National report to summarize the final outcomes, this is now available on the website at the link below. https://www.fhwa.dot.gov/innovation/everydaycounts/reports/edc4_final/
 - Seven innovations that Maine has chosen to move ahead with, as noted below. First progress report for these innovations is due in January. This will be updating the baseline report. She will provide for the next meeting. <https://www.fhwa.dot.gov/innovation/everydaycounts/>
 - Implementing these EDC-5 innovations in Maine:
 - i) Advanced Geotechnical Methods in Exploration (A-GaME)
 - ii) Collaborative Hydraulics: Advancing to the Next Generation of Engineering (CHANGE)
 - iii) Reducing Rural Roadway Departures
 - iv) Safe Transportation for Every Pedestrian (STEP)
 - v) Unmanned Aerial Systems (UAS)
 - vi) Crowdsourcing for Operations
 - vii) Virtual Public Involvement
 - The first STIC with the new commissioner held last Thursday. Reviewed the 7 innovations, and also spent time discussing the STIC Incentive Funding. There is \$39,000 remaining to be allocated for FY2019. Cheryl anticipates an additional \$40,000 will be available after other project closeouts. Money has to be obligated by September 2019. Requires a 20% match from other funding source (MaineDOT has funded these in the past).
 - Several projects that have been implemented with the Incentive Funding are listed below. If you have other ideas pass them along to Peggy Duval (ACEC representative to STIC).
 - i) STEP - pedestrian safety project to implement and evaluate various treatments to create higher visibility crosswalks.
 - ii) UAS – will use to purchase drone and develop regulations for use
 - iii) Potential new ideas: ADA training? LPA something to implement. Process updates that could help to streamline project implementation.
 - iv) Peggy will forward a summary of what has been implemented to date.
- Agenda items for our next meeting.
 - Planning – Complete Streets training (potential for October?)
 - CADD Subcommittee/ update for OpenRoads/Microstation Connects implementation.
- Next meeting
 - October 28 was agreed – allows for time to report on the 2020 workplan.