



MAINE DEPARTMENT OF TRANSPORTATION
and
AMERICAN COUNCIL OF ENGINEERING COMPANIES
Quarterly Meeting
September 17, 2024 – 1:30 to 3:00
Location – MaineDOT Maine Conference Room (216 – Main Floor)
Meeting Minutes

- Previous minutes – March 18, 2024 meeting minutes posted to ACEC of Maine website
<https://mo.acec.org/maine/committee-info/>
- Attachments:
 - Org Charts
 - ORD Workspace update
 - Complete Streets Policy Overview
- MaineDOT Updates (Including major personnel changes).
 - General MaineDOT Updates – Todd Pelletier
 - Dave Bernhardt retired, Denis Lovely filled position as Regional Program Director
 - Work Plan in development stage and reviewing supplemental project needs
 - MTA/MaineDOT directed to look for commonalities and how we can do things together. DOT has been talking with the contractors
 - Transportation Taskforce – need to get the sub-committees re-engaged. Need to make sure the right people are on the committees and setting directives for hot button topics for the committees to work on.
 - Bridge – Wayne Frankhauser
 - Devan Eaton vacated Team South Senior PM position, now HW assistant program manager. Julie Brask has filled Team South position.
 - Jerry Dostie new PM 1 Team North
 - Phil Roberts long time bridge resident retired
 - Doing pretty good this year. Next year (2025) approximately 60-70 projects in the \$250-300 million range; this year (2024) 70 projects = \$250 million; 2026 similar; 2027 currently 30 projects at \$172 million
 - Methods to get through the work – renewed focus on alternative delivery methods: Draft RFP for DB Kenduskeag Avenue and Stillwater Avenue bridges will go out this week.
 - Brewer – Bundle soon to be advertised
 - Reviewing proposals for Team North Design Bundle – for complete services
 - BDG Update – Chapters 1-3 out for internal review. Making changes and adjustments. Should be going out to broader review in November.
 - Highway – Devan Eaton
 - Steve Bodge, Assistant Director retired, Devan Eaton filled his position
 - Kate McQuire, Geotechnical Engineer, retired end of August. Interviewing for her replacement
 - New ATE's in geotech and design
 - Martin Rooney, PM 1 Team South
 - Derek Carlton, PM 1 Team North

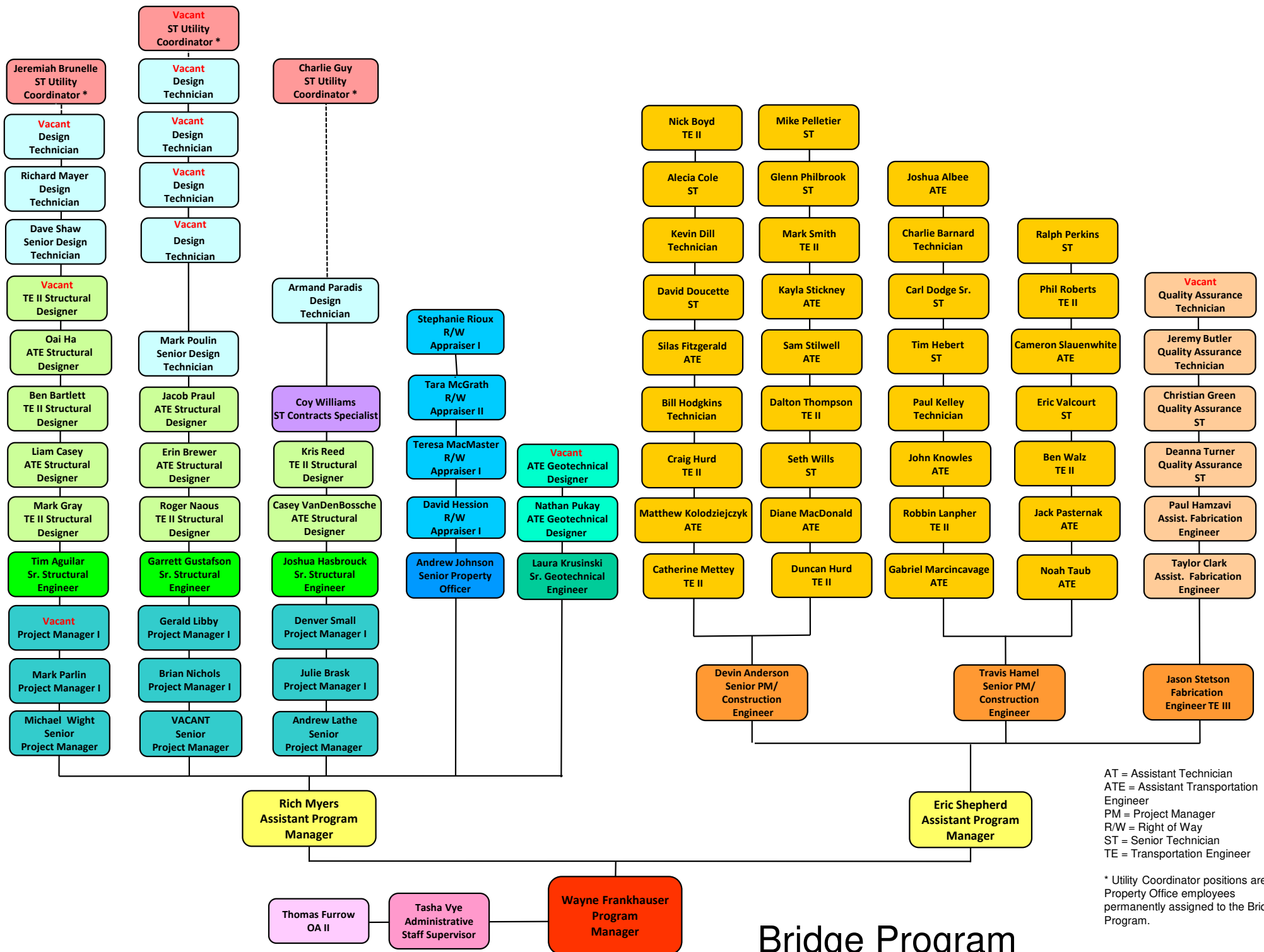
- 23 projects in 2025 to put out
 - Adding to GCA list – currently 7 and looking to add a couple more.
- Multi-Modal – Jeff Tweedie/ Nate Benoit
 - Jerry Dostie took a Project Manager 1 position in the Bridge Program, hiring new PM
 - 7 DOT and 9 LPA's
 - Lubec Breakwater, Lincolnville-Islesboro (\$16M from FTA) going out next year.
 - Oct 29, 2024 Commercial Lease Auctions for Gulf of Maine Wind Port Projects
 - \$456 million Infra Grant, \$35 million for PDIP
- Regional Program –Denis Lovely/ Scott Bickford
 - Denis Lovely, new Regional Program Director
 - LaRay Hamilton retired/Ryan Hodgman filled Region 1 Sr. PM
 - John McDunna took position in M&O
 - Tom Stevens PM went to Multimodal
 - Kyle McDonald and Maatt Galagher are now PM 1
 - Will be posting Assistant Program Manager Position
 - Program – Program looks larger this coming year.
 - Held a Sr. PM Retreat – inexperience of field staff of both DOT and Consultants. Looking at putting on Back to Basics training sessions and back to CHIP Meeting
- Bridge Maintenance – Ben Foster/ Ron Taylor - Not available
- Contract Procurement Office – Erin Bingham, new Director
 - Departmentwide RFQ advertised 9/11 submissions due on 10/11.
 - CPO Looking at modernizing initiatives
- Property Office – Heath Cowan
 - Hired a few appraiser agents that sit in the programs
 - Recently hired Mappers are starting to gain experience
 - Backlog in title requests - be patient
 - PIC critically important based on the inexperienced staff
- Planning – Jennifer Grant
 - Jennifer is the new Director since July; filled Dale Doughty's position
 - Will Gale new Deputy Director from RIO. Experience with grants, applications etc.
 - Marty Rooney leaving planning
 - Matt Burns joining department in Freight and Business Development. He's coming from Maine Port Authority.
 - Hiring for Planning Scoping Position formally held by Darryl Belz.
 - Planning Partnership Initiatives should be kicking off soon - Presque Isle and Bucksport
 - Complete Streets Overview – group working on updating complete streets policy. Big changes defining applicability with the context of the roadway. MaineDOT

has been working on context mapping of roadways/streets 4 categories. Also looking at speed limits as part of this. (Overview attached to these minutes)

- Local Match Policy - Putting the final touches to be more comprehensive to include all infrastructure. More uniform and aligned with new initiatives. It may not be the same for all communities - size and locations of communities will be considered. Should help people at the project level. Covers all elements of a project. Commissioner's vision of investing in communities and ability to fit in. Makes it easier for some communities to get involved.
- Virtual Public Involvement – Scott Rollins Not available
- CADD Subcommittee – Jonathan French
 - There is going to be another workspace released the end of September. (Jonathan provided notes attached to these minutes.)
- Funding – Andy Bickmore
 - Workplan – developing candidates, started “official kickoff of work plan development” every Friday for all issues related to work plan development. Finalizing anticipated resources.
 - Holding workplan synergy meetings to conclude at the end of the year.
 - Even Numbered Year – have limited state legislation
 - New Funding programs and/or updates - Feds already talking reauthorization; don't have a lot of info for 26-27-28 WP
- Report from Subcommittee Co – Chairs
 - Bridge – Ben Toothaker
 - i) Held two bridge subcommittee meetings Q2 (minutes posted) Q3 minutes shortly
 - ii) Reviewing MaineDOT designer minutes and they are widespread topics from minor to significant.
 - iii) Upcoming training needs NHI hydraulics Course and NHI Bridge Load Ratings Course
 - iv) PDR reviews to help streamline process with DOT
 - v) Looking at on-line share or Bluebeam reviews
 - vi) Routine Permit Vehicle (RPV) load rating updates with Ron Taylor are proceeding based on results of the Parametric Study. The Study details needs and approach for RPVs and is in review by FHWA for approval.
 - vii) DOT open to suggestions for files sharing platforms. Not much progress on this.
 - viii) Discussing topics such as integral wearing surfaces for concrete bridge decks, wearing surface shrinkage, bridge design guide reviews, lessons learned thur RE's
 - ix) Bryson Welch will be taking over as sub-committee chair.
 - Highway – Shawn Davis
 - i) Reduce subcommittee size from 7 to 5.
 - ii) Shawn Davis Chair
 - iii) Technical Lessons Learned – putting finishing touches on that. Box Culvert and end treatment policy. Aim to present that next month. Allow 2 per consultant in person and virtual options. Test connectivity.
 - iv) Highway Subcommittee would benefit from having someone from the Regional Program

- Multimodal – Brad Lyon
 - i) Meetings in Q2 (June 12) and Q3 (Sept 18). Theresa Savoy review of PROWAG that DOT is transitioning to. Brad will provide PowerPoint. US DOT recently released rule on PROWAG and comments accepted until 9/22. Standard details for ramp and ped design are already compliant. Clearance around poles allows for 4' minimum.
 - ii) Shayna from Michael Baker played a key role with developing the MaineDOT Lighting Design Guideline for Pedestrian Crosswalks.
 - iii) Upcoming topics:
 - Build America/Buy America
 - Accessing Signal Cabinets – IMSA Level 2 training opportunities are few and far between. Working with Steve Landry to look at other options for training.
 - Comparing LPA process between Maine and NH
 - iv) Northern New England ITE Mtg at Bayside Bowl in October – Theresa will present ADA
 - v) Lighting Guide – waiting for adopted version to get out
 - vi) Labor shortages – lack of support on construction and traffic side during construction working with universities and MaineDOT to try and bring that to the forefront
 - vii) Adam Stockin Transitioned out. Brandon Havu new to committee, Brad Lyon new chair.
- Report from Consultants –
 - Any expansion of services (acquisitions/mergers) offered by firms
 - i) WSP – 2021 acquired Wood ENV and Infrastructure. Relocated on Congress St in Portland, ENV Studies, NEPA, Brownfield. Harvey Oest Associations is part of this. Architectural and MEP. Entered into agreement with Power Engineers (operating as a subsidiary of WSP) in Falmouth
 - ii) TyLin – Sam Works rounding out City Solutions, title work, ROW Mapping and Utility Coordination
 - iii) Gorrill Palmer – was acquired by LJB. Overall, it is the same team.
 - iv) Fuss and O’Niel acquired Bayside Engineering from Woburn, MA with bridge engineers. They do a lot of work sharing. Have experience with freight routes.
 - v) Sebago has had 3 acquisitions Sawyer Engineering and Surveying, Titcomb Associates, and Corner Post Land Surveying
 - vi) Kleinfelder acquired Century Engineering - a 600 person Transportation firm in Maryland, Delaware and Penn.
 - vii) Wright Pierce focusing on organic growth and not acquisitions
- 2024 Delivery Performance Update– Jeff Folsom
 - MaineDOT 360 positions available and they are at 310. Based on Workload, DOT will need help
 - Overall consultant usage 76%; lowest in last 10 years was 66% in 2015.
 - i) Preliminary Engineering 84% - can put more design out but it impacts the internal ROW, ENV. Etc.
 - ii) Construction Engineering 78%
 - Staffing plans over the years have changed. Whatever it takes to get the projects delivered.
 - Performance Measures CAP Advertising – w/in 28 days of its published date Last two years were at 90-92 %. Projecting 84% this year.

- Number of projects advertised this year 2024- 230; 2023 - 218; 2022 - 200
- LPA year to date 71% projecting 88%
- Added 26 WIN's
- Additional Measurements - Preliminary Engineering durations (kick off and signed PDR)
 - i) Reconstruction just over 4 years to deliver
 - ii) PDR – Selected 18 months but on average, it takes about 22 months from kick of to PDR sign off.
 - iii) If we put something in a work plan we are committing to a 3 year delivery. Important because conditions deteriorate.
 - iv) 65 large culverts ahead of us in the current workplan. Delivered 13 in 2024. More culverts are in poor and critical condition, so it is important for timely delivery.
 - v) 10 or so small bridge replacements per year.
 - vi) Looking for ways to streamline processes and streamlining PDR's no need to look at 6 options for culverts.
 - vii) Contractor Pay Outs - August was highest month paid out to contractors with \$95 million. The previous highest month last year was \$30 million. Up 26% year over year construction value out the door.
 - viii) Bidding climate – varies, have done very well recently with end of summer bids. There is a lot of work out there. Recently projects have had several bidders and under estimates. Some prices are not going back but hopeful things level out. Traditional bid history is not consistent. Have repackaged and readvertised some bids and done well. Contractors want to have some spring carry over work. A lot of bridge work going out this fall. DOT has made a concerted effort on TAMING, esp. bridges and large culverts, should start with why not detour. Trying to eliminate night work. Expanding work windows next year (6 week on either end). DOT might need to consider separate clearing contracts for next year.
- EDC-7 & State Transportation Innovation Council Updates – Patrick Adams, FHWA – not present
- FHWA – General Updates – Jennifer Williams, FHWA – not present
- MaineDOT/MTA Consultant Selection Process Discussion - Kristi Van Ooyen
 - Legislature tasked to reach out to industry stakeholders MaineDOT and MTA can better coordinate services. The date has not been determined.
 - Overlap with Consultant Selection – MTA already uses MaineDOT's prequalification's. Making sure that where things can be more common. Turnpike to host a one-hour meeting with legislative representatives. The group owes the Legislature a report the end of January.
- Additional Service Areas could include Green Infrastructure. These could end up in Multimodal.
- Next meetings:
 - Technical –Highway Program Lessons Learned – Later half of October.
 - Policy – March 17, 2025
 - Please reserve the third Monday of March and September for these Policy Meetings from here on out.

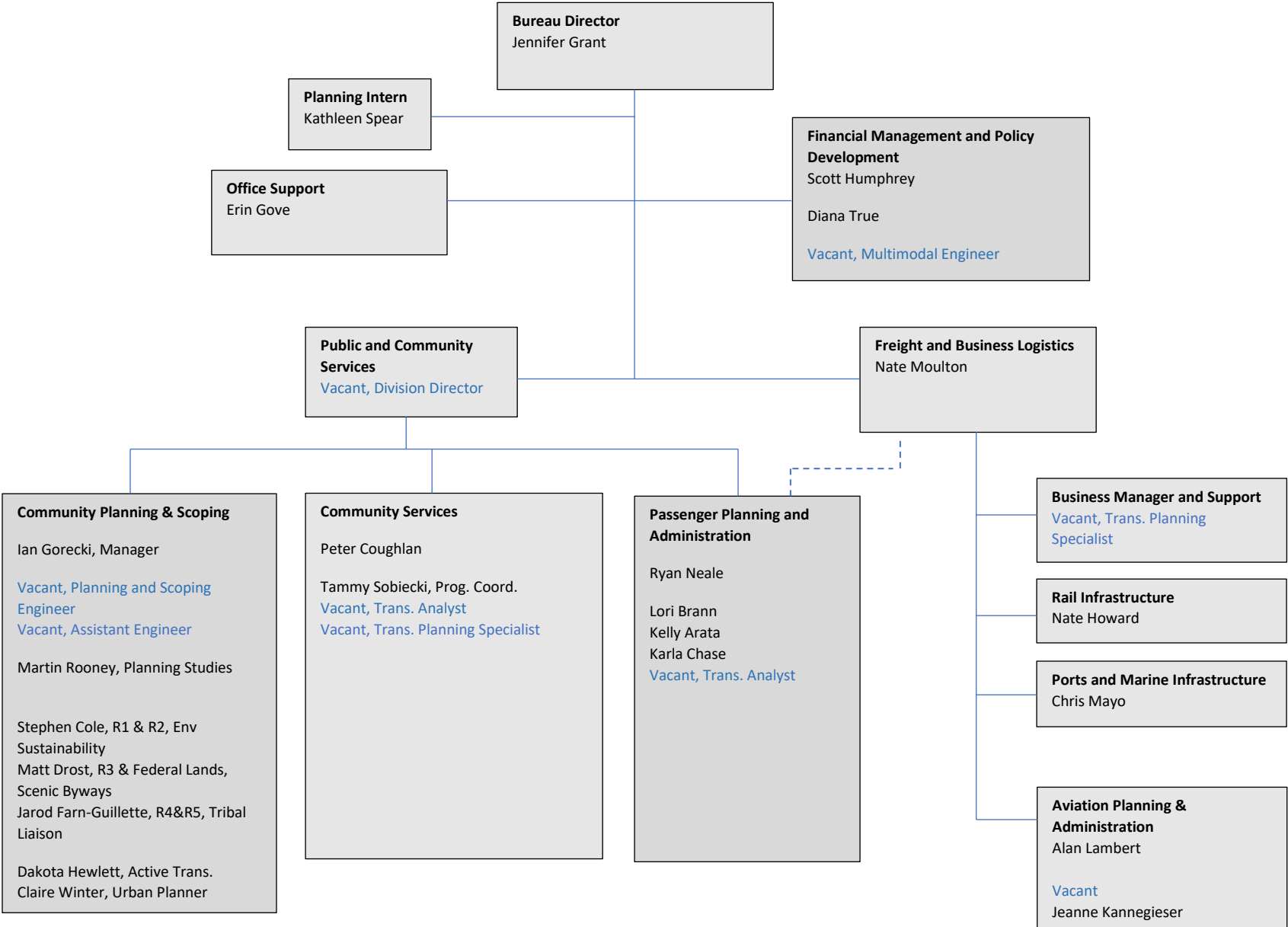


AT = Assistant Technician
 ATE = Assistant Transportation Engineer
 PM = Project Manager
 R/W = Right of Way
 ST = Senior Technician
 TE = Transportation Engineer

* Utility Coordinator positions are Property Office employees permanently assigned to the Bridge Program.

Bridge Program

Bureau of Planning July 2024



Bureau Director
Jennifer Grant

Planning Intern
Kathleen Spear

Office Support
Erin Gove

**Financial Management and Policy
Development**
Scott Humphrey
Diana True
Vacant, Multimodal Engineer

**Public and Community
Services**
Vacant, Division Director

Freight and Business Logistics
Nate Moulton

Community Planning & Scoping
Ian Gorecki, Manager
Vacant, Planning and Scoping
Engineer
Vacant, Assistant Engineer
Martin Rooney, Planning Studies
Stephen Cole, R1 & R2, Env
Sustainability
Matt Drost, R3 & Federal Lands,
Scenic Byways
Jarod Farn-Guillette, R4&R5, Tribal
Liaison
Dakota Hewlett, Active Trans.
Claire Winter, Urban Planner

Community Services
Peter Coughlan
Tammy Sobiecki, Prog. Coord.
Vacant, Trans. Analyst
Vacant, Trans. Planning Specialist

**Passenger Planning and
Administration**
Ryan Neale
Lori Brann
Kelly Arata
Karla Chase
Vacant, Trans. Analyst

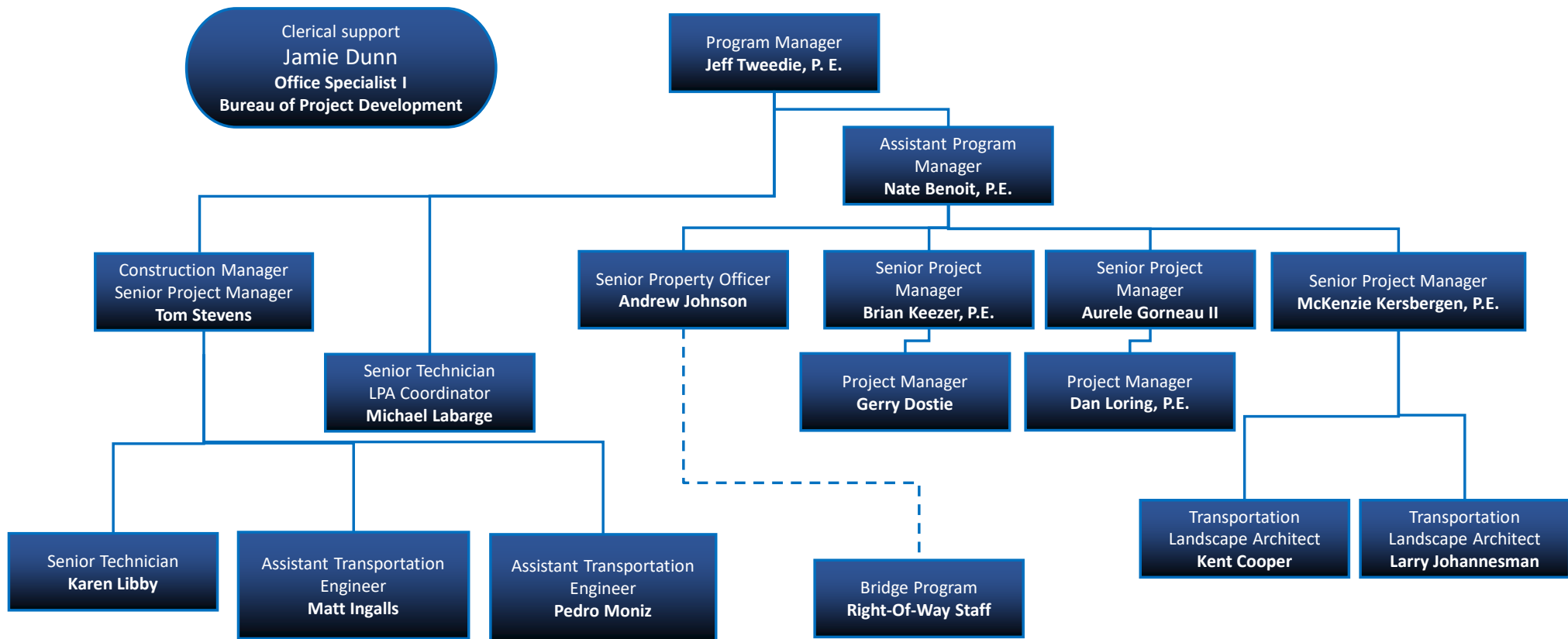
Business Manager and Support
Vacant, Trans. Planning
Specialist

Rail Infrastructure
Nate Howard

Ports and Marine Infrastructure
Chris Mayo

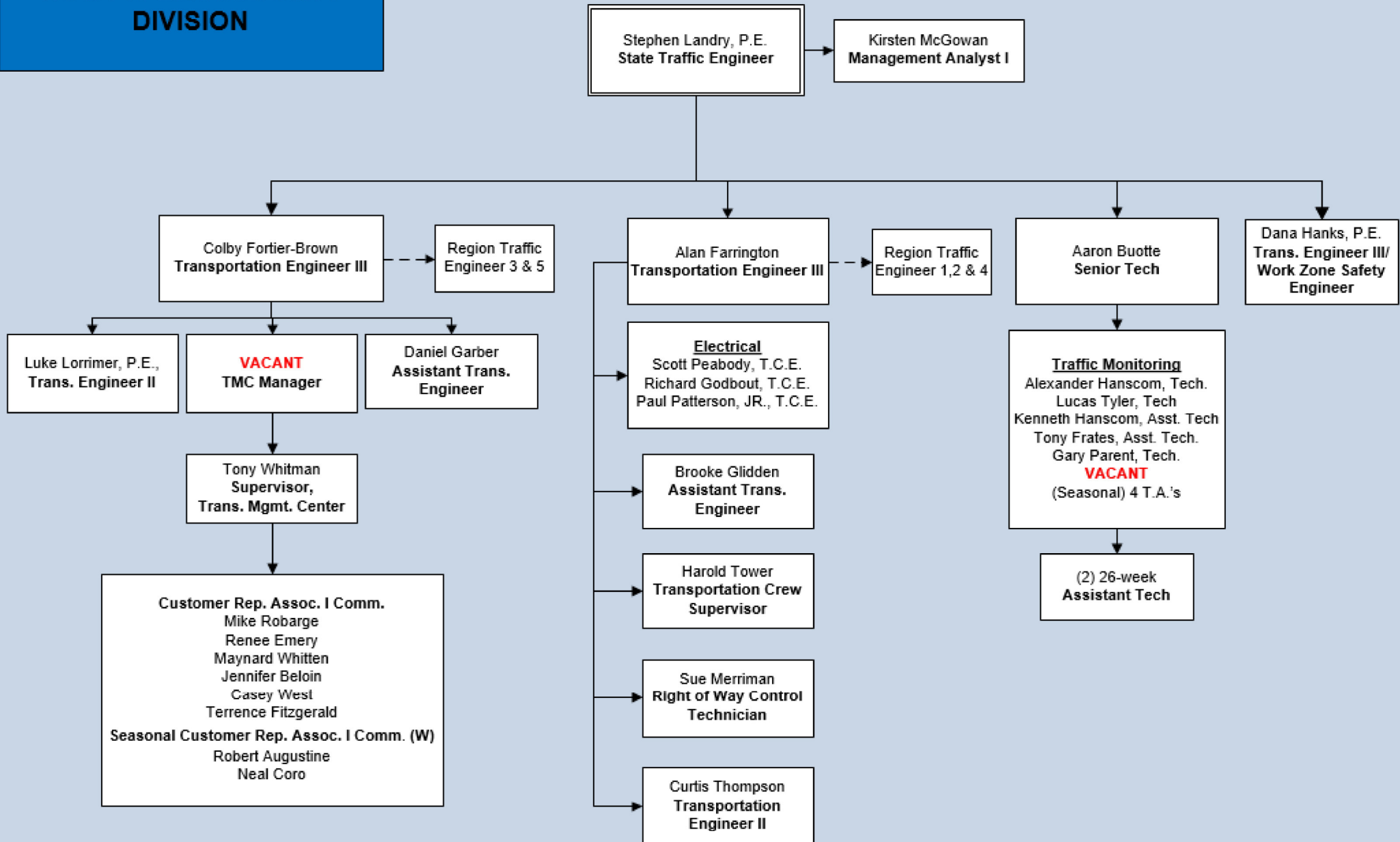
**Aviation Planning &
Administration**
Alan Lambert
Vacant
Jeanne Kannegieser

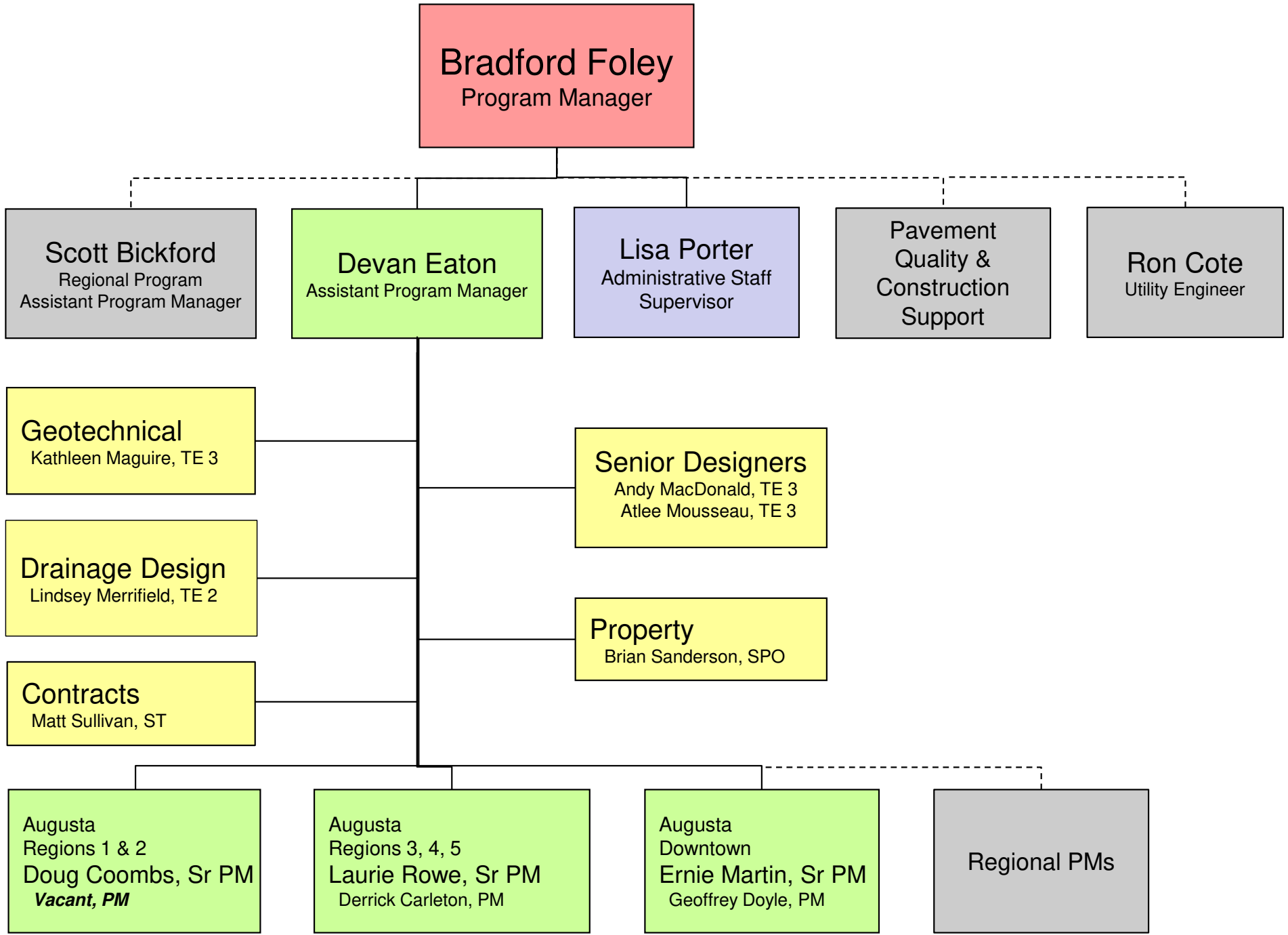
Multimodal Program Organization Structure



BUREAU OF MAINTENANCE & OPERATIONS

TRAFFIC ENGINEERING DIVISION





Administrative Staff

Lisa Porter, C 4
Mark Tardiff, OA 2

Utilities

Ron Cote, TE 3 (Property)
Mark McCue, ST
Mark LaGross, ST
Dave Ouellette, ST
Cheryl Dugal, ST
Betina Martin, ST
Mathew Whitcomb, ST

Property

Brian Sanderson, SPO
Tim O'Brien, APP 3
Alicia Andrews, APP 3
Elisha Cote, APP 3
Vacant, APP 3
Lauri Noel, APP 2
Daniel Feder, APP 2
Michael Trudeau, APP 2
Arthur House, ROW Agent

Geotechnical

Kathleen Maguire, TE 3
Cody Russell, TE 2
Yueh-Ti Lee, ATE
Terry White, T

Drainage

Lindsey Merrifield, TE 2

Augusta, Regions 1 & 2

Doug Coombs, Sr PM

Vacant, PM

Matt Philbrick, TE 2

Lyric Deagle, TE 2

Nathan Segler, ATE

Monib Shahzad, ATE

Judy Harden, T

Augusta, Regions 3, 4, & 5

Laurie Rowe, Sr PM

Derrick Carleton, PM

Clark Sulloway, TE 2

Dana Cloutier, TE 2

Matthew Mihaiu, ATE

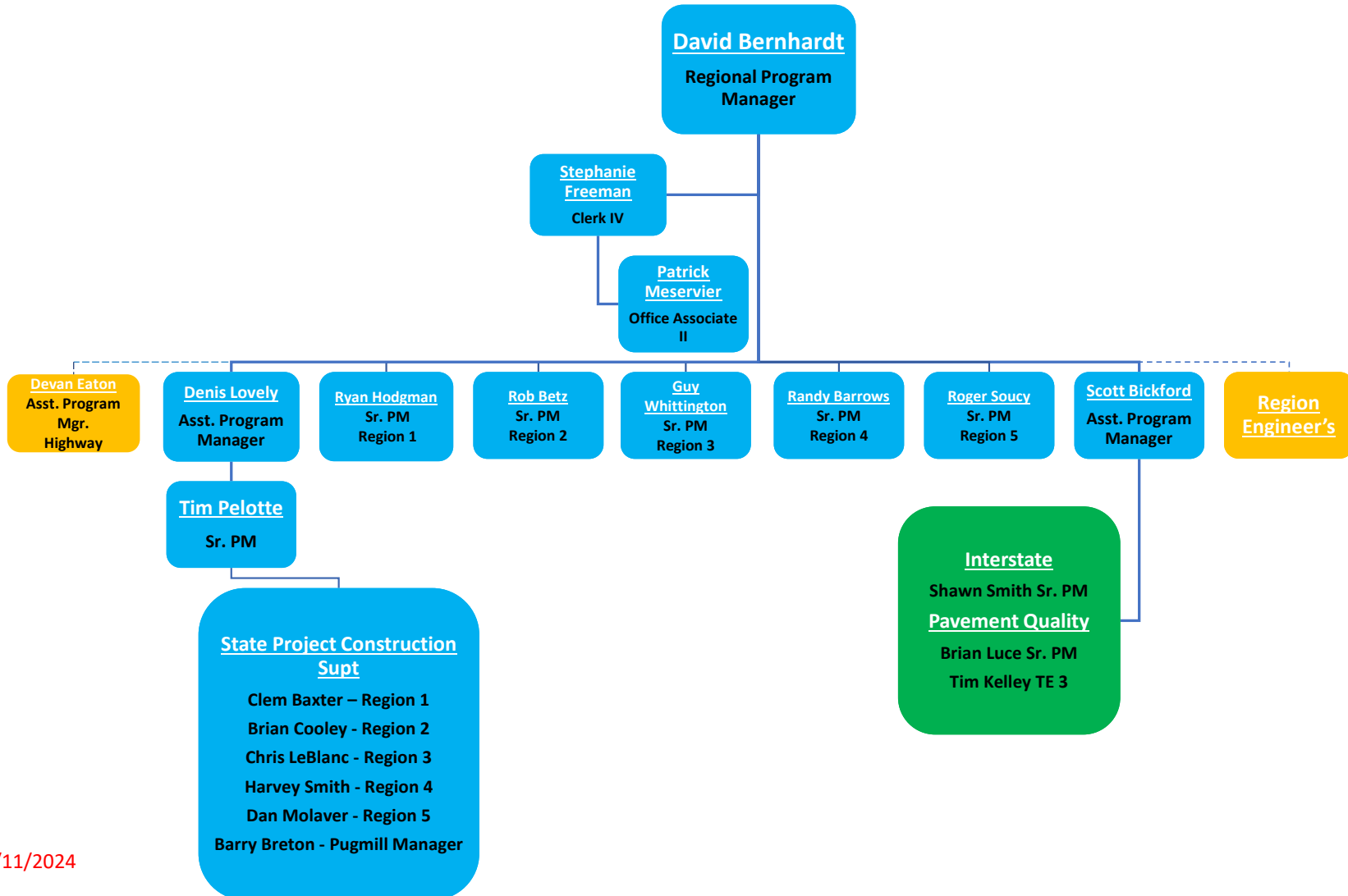
Ryan Verrill, EA

Augusta, Downtown

Ernie Martin, Sr PM

Geoffrey Doyle, PM

MaineDOT Regional Program Organizational Chart



Works Close With Sr. PM's

Shared Resources

07/11/2024

Shared
Resources

MaineDOT Regional Program Organizational Chart

Region 0 HQ

Shawn Smith, Sr. PM

Mike Lenko, ST
Neil Luce, Technician

Brian Luce, Sr. PM

Karen Gross, ST
Taylor Hamilton, ATE

Tim Kelley, TE 3

Nicolas Trebouet, ATE

Region 2

Rob Betz, Sr. PM

Vacant, PM

Kyle MacDonald, ATE

Adam Fullmer, ATE

Quinn Warren, ATE

Mathieu Cutler, ATE

Robin Robinson, Technician

Alexander Nadeau, Technician

Mike Fortier, Technician

Dean Rowlands, ST

Region 1

Ryan Hodgman, Sr. PM

Ihsan Rbeat, PM

Matthew Gallagher, PM

Ali Al Baghdadi, ATE

Matthew Guess, ATE

Eyitayo Adande-Kinti, ATE

David Ntawuyirushintege, ATE

Noah French, ATE

Rick Hambleton, Technician

Ineliz Rijo, Technician

Taylor Bassett, Technician

Region 3

Guy Whittington, Sr. PM

Mark Shibles, PM

Alicia Litchfield, TE 2

Wyatt Johnson, ATE

Jeff Wallace, ST

Rachel Damon, ST

Kevin Brown, Technician

Daniel Johannesman, AT

Todd Jones Jr, ATE

Bhumi Parmar, ATE

Region 4

Randy Barrow, Sr. PM

Jeremy Parker, PM

Jay Baines, TE 2

Jeff Coffin, TE 2

Arthur Morgan, TE 2

Carmen Forzetting, ATE

Joe Graham, ST

Bill Brown, ST

Bill Lucas, Technician

Craig Rines, Technician

Cindy Raymond, Technician

Laurence Marshall, Technician

Region 5

Roger Soucy, Sr. PM

Ryan Sullivan, PM

David Wardwell, ATE

Tim Smith, ATE

Anthony Huston, ST

Aaron Westrack, Technician

Kirk Cote, Technician

Bill Hart, Technician

Andrew Jacobs, AT

Dimo Okeyo, ATE

Veronica Moutinho, AT

MaineDOT CADD Update for ACEC Transportation Taskforce Meeting 9/17/24

Updated Electronic Exchange of CADD Data Specification

The specification has been updated to now include our SharePoint sites for collaboration for consultants, as well as the ability for consultants to create their own WorkSet files from Department-provided templates. We are aware that there are some issues with importing our .DGNWS files into a ProjectWise environment, so consultants can now use the WorkSet folder templates we provide instead to create those files if that is the case. The updated specification can be found on our CADD Support website and SharePoint site.

New Workspace in September

We anticipate that a new ORD 2023 workspace (v.2.2) will be available later this month. The most notable change will be that item types will be added for quantity estimation purposes, but there will be other fixes and enhancements as well. This will be available via SharePoint and our CADD Support website.

ORD Consultant Information SharePoint Site

The SharePoint site for consultants is finally live. To gain access, consultants just need to provide the emails of the folks that need the access to me, and I'll add them to the site and send them the link. This site will have the latest ORD standards as well as documentation for our ORD workspace and discipline-specific workflows. We will still keep limited information up to date on the CADD Support website, including the Workspace download, but the SharePoint site will have much more information for users. Many consultants have already been in contact and have had their members added.

Consultant Collaboration

If consultants wish to have the ability to download and upload files directly to SharePoint instead of using e-mail/FTP, please contact the Project Manager who will notify CADD Support. Together with the Project Manager, MaineDOT CADD Support will determine the access to files and folders on a project-by-project basis.

Testing SharePoint access

While consultants can currently be added as outside guests to view, download and modify files on SharePoint, syncing still remains to be tested. There have been a few volunteers so I will be in touch with them later this month to start that process with MaineIT to get them verified.

Complete Streets Policy | **MaineDOT**

Overview: MaineDOT adopted its first Complete Streets Policy in 2014, and now in 2024 is updating that policy to provide further guidance on how the needs of all transportation system users are considered in the planning, design, and implementation of transportation projects. By improving how the transportation system serves all modes of transportation, MaineDOT utilizes this policy as part of the suite of tools available to increase roadway safety, expand economic opportunity and access, and provide for an increased quality of life in Maine.

Substantive Changes: The updated policy is tailored more specifically to its applicability in different MaineDOT Programs (Planning, Project Development, Paving, etc.), and now is accompanied by the following policy implementation guidance to ensure that the policy is built-in to MaineDOT's project planning and development processes:

- **Scoping Checklist:** This checklist will be completed before projects begin design and will evaluate contextual needs of the projects based on safety, nearby land use, bicycle and pedestrian destinations, and other factors and will recommend appropriate Complete Streets project elements to be included in the project scope. MaineDOT will rely on this information to accurately define the scope of a project before design begins, resulting in less scope changes later, and more success in the development of infrastructure that meets the needs of expected transportation system users.
- **Context Appropriate Project Elements Matrix:** This guidance shows which types of Complete Streets project elements may be expected in a project based on the context of the roadway in the project area.
- **Complete Streets Project Elements by Scope Matrix:** This guidance shows which level of Complete Streets project elements are expected to be considered in a MaineDOT project based on the intended scope of that project.

Context Classification System: This updated guidance links the implementation of the Complete Streets Policy directly to MaineDOT's Roadway Context Classification System to better align the purpose of a road and its surrounding context to the scope of MaineDOT projects. This Context Classification System is also an important input into the methodology used to set speed limits in Maine. This now serves as a direct policy-level connection between MaineDOT's Complete Streets Policy and the Department's updated process for setting speed limits, an important part of implementing the Safe System Approach as data shows that vulnerable road users experience higher instances of crash severity as speeds increase.