



MAINE DEPARTMENT OF TRANSPORTATION
American Council of Engineering Companies (ACEC-Maine)
Multimodal Subcommittee
2021-06-24 Meeting Notes – Via Teams

MEMBERS	Jeff Tweedie, MaineDOT Nate Benoit, MaineDOT Mike Laberge, MaineDOT Aurele Gorneau II, MaineDOT Ted Trembley, City of Bangor	Tim Bryant, VHB Craig Morin, HNTB Sean Thies, CES Dave Melo, Stantec (<i>could not attend</i>) Don Ettinger, Gorrill Palmer
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Subcommittee Mission: Improve communication between MaineDOT and Consultants and assist MaineDOT in achieving Multimodal Program goals.

The following items were discussed:

1. Discussed the rotation schedule for the consultant members of the subcommittee. Rotations were paused in 2020 and early 2021 due to Covid-19 but resumed as of this meeting. Sean Thies rotated off and Don Ettinger rotated on during this meeting. Craig Morin will rotate off and Carolyn Bird of Casco Bay Engineering will rotate on at the next meeting in September. Dave Melo will rotate off and Adam Stockin of WSP will rotate on at the Q4 meeting in December.
2. Discussed the status of the draft Section 531 Marine Structures specification. Craig will update the current draft to address all review comments received to date. The proposed 531 item numbers have been added to the MaineDOT master item list. Jeff noted that for the near future this specification will be distributed by MaineDOT as needed rather than having it included in the Repair Specification for the Standard Specifications.
3. Even though on-time delivery of LA projects has improved significantly over the last year (the 70% goal for 2021 is currently on track), Jeff, Nate and Mike said that it would still be helpful for this subcommittee to continue to suggest ideas for improving the LAP process. Some of the items related to LA projects discussed include:
 - Jeff noted that a contributor to the improvement in on-time project delivery is that MaineDOT is only awarding PE and ROW funding for projects initially. Municipalities have to request construction funding for the projects after PE and ROW are complete.
 - Jeff noted another contributor is the three-year deadline for the municipality to secure project funding and the elimination of automatic time extensions.
 - Projects that require acquisition of off-system right-of-way have a much higher potential for schedule delays. Aurele noted that another right-of-way related cause of delay on some projects is when changes are required after PIC plans have been finalized and submitted.
 - Don noted that on some locally administered projects there have been issues in getting the pavement design and the 403 pavement special provision finalized early enough in the design process with MaineDOT. Don suggested having this happen sooner in the project development process, perhaps as early as the PDR. Aurele noted that he is working on this internally with Tim Kelley and Brian Luce. Nate Benoit suggested that Aurele invite Tim and/or Brian to the next meeting to discuss the process and suggestions for improvement from subcommittee members.

- Don noted that the Highway program has milestone meetings that require reviewers to provide review comments on time. Mike suggested requiring similar milestone meetings for LAPs with the municipality, designer, paving group, and property office.
 - Mike noted that the next LAP training session will be November 3, 2021 and that it will be virtual. Mike noted that some of the suggestions that this subcommittee makes will be incorporated into the LAP training and manual.
 - Don suggested considering development of a “lessons-learned” training session similar to the one the MaineDOT/ACEC Highway subcommittee developed recently. Jeff suggested that some the tips and suggestions from a lessons-learned session could be incorporated into the LAP training.
4. Tim has begun collecting and organizing railroad project special provisions from recent and current projects to create a library of sample “standard” special provisions. These will be made available for use on projects lead by internal MaineDOT teams and consultants.
 5. Other Items:
 - Multitmodal has a new Assistant Engineer, Wyatt Page. Jeff and Nate said he will initially focus on ITS and traffic signal projects.

Next meeting: The Q3 meeting will be held September 16, 2021 from 2:00-3:00PM via Teams.

Action Items

1. Craig will update the current draft Section 531 Marine Structures specification to address all review comments received to date and issue the updated final version.
2. Aurele will invite MaineDOT pavement engineers to the next meeting.
3. Team members will continue to develop ideas for improving LAP project delivery.
4. Tim will continue collecting railroad project special provisions from recent and current projects.
5. Tim will develop and distribute the notes from this meeting. *(Completed.)*