

**Roadway Design Unit
Staff Meeting Minutes
June 19, 2006**

Post Hearing Meeting Schedule

Once the public hearing has been scheduled and you receive the advertisement, set up the post hearing meeting. The target date will be no later than 4 weeks after the public hearing comment period. Scheduling the meeting 6 weeks in advance will give you improved scheduling opportunities and will allow us to hold the meeting as soon as practical.

Design Changes

Design changes that create differences between the planning document and the public hearing map are highly discouraged. This also applies to changes that affect access management, 1) adding an island, 2) shifting a median crossover, or 3) eliminating a median crossover. If a change is necessary, coordinate thoroughly with Division, PDEA, NEU, Hydraulics, Congestion Management, and others as needed prior to making any changes to the plans.

Bridge Replacement Projects

The scope of a bridge replacement project is to replace a deficient bridge. Minimize the amount of roadway approach work that will be required.

For grade separations, the length of the bridge is established based on the Thoroughfare Plan classification of the crossing roadway. On a "Y" line over a "L" line, the length of the bridge for "Y" is based on the "L" line ultimate typical section (under) as established on the Thoroughfare Plan. The proposed bridge should not create a horizontal clearance barrier for the future "L" line roadway.

Building bridge widths with a number of lanes greater than the existing conditions should only occur when a STIP project is programmed and funded along the project corridor. For bridges that require extra width for future conditions (Thoroughfare Plan), prepare the design to meet current programmed (funded) conditions. The design should be set up in a way that it does not preclude widening in the future. Bridge widening will occur when the other roadway improvements are made to the facility.

Consider constrained traffic conditions when establishing the scope of work for the bridge replacement projects. There is little need to design a bridge for multilanes, if the approaches at both ends of the bridge tie into a 2-lane roadway with no programmed widening. The assumptions made for each project should be discussed at the project's scoping meeting and should be included in the planning document.

STIP Scheduling

David Smith (Preconstruction) and Jay Bennett gave a status update for the 36-month let list. Photogrammetry requests for mapping, and future scheduling meeting were also discussed.

Roadway Design Manual – review and re-write of Chapter 13 (Roadway Plans)

Volunteers are needed to review the contents of Chapter 13. The implementation of Merger 01, the Bridge Replacement process, and the Widening and New Location Process needs to be incorporated into the material. Art McMillan would also like to include guidelines for the preparation of Functional Designs and Preliminary Designs. Doug Taylor, Jason Moore, and Jimmy Goodnight were assigned to work on Chapter 13.

Electronic Highway Plans

Dewayne Sykes provided an overview of the May 18, 2006 meeting with Contractors regarding electronic plans.

The contractors have expressed interest in obtaining electronic files as pre-bid information to aid in estimating and bidding for highway projects. The initial files that contractor would like are the roadway design files, the original ground files (digital terrain module, DTM), and the cross-section files. Other issues, such as contour lines, reference files, index of files (layer description), and plan revisions were also discussed.

The first phase will be to provide the original design DTM files to the contractors. Projects that were selected as candidates are U-4026 (Davis Drive), R-0609IA & R-0609IB (Highpoint East Belt), R-2245 (Oak Island Bridge) and R-2606A (US 311). The timeline for establishing a link and placing the DTM files for the specified projects on the NCDOT website is August 2, 2006.

CADD and Computer Issues

Hearing Maps – If you are printing hearing map information on 11”x17” paper and need multiple copies, use one of the departments color copiers. Do not submit this type of request to the normal printing queue.

For all hearing maps, the final version should be converted to a .pdf format.

CADD Forms – Use the CADD request form to request support from the Roadway Design Unit CADD support team.

Web Conferencing – Web conferencing is available. CADD Support (Ted Walls' Project Engineering Group) needs a 5 working day notice to set up web conferencing. Some design squads have used this to hold Final Design Field Inspection on projects in the western part of the state.

Squad Personnel Movement - When moving individuals to a different cubical within your project engineering group, please notify CADD Support. Use the CADD Form listed above.

Adobe Writer – A request to Information Technology has been made for Adobe Writer software.

Program Delivery Office

The Dye Management Report recommendations are being implemented through the Program Delivery Office. Please support Missy Dickens as specific recommendations are implemented.

Design projects are to be developed in accordance with the Scope/Cost/Schedule/Budget (SCSB) initiative.

Wetland and Stream Impact Calculations

Please provide your feedback on the draft memo to Ron Allen.

Safety

No safety issues were reported during the meeting.

Open Discussion

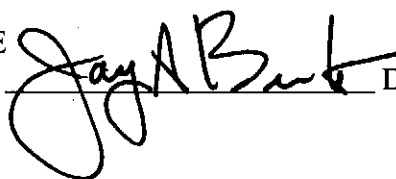
The June 15, 2006 memo for the Use of Guardrail Anchor Units (GRAU) B-77, B-83 and Type III was discussed.

The Roadway Design Manual, Chapter 21 – Public Hearing, revisions were handed out and discussed.

Minutes prepared by Jay A. Bennett, PE

Minutes approved by Jay A. Bennett, PE

Signature

 Date 2/21/07