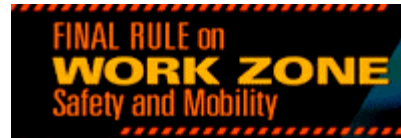


**North Carolina Department of Transportation
Work Zone Safety & Mobility Final Rule
Policy Sub-Committee**

May 11, 2006

Traffic Control Conference Room, Century Center B2



Sub-Committee Members attending:

<i>Name</i>	<i>Representing</i>	<i>Sub-Committee</i>
Joseph Ishak, PE - Lead	NCDOT Work Zone Traffic Control Unit	Policy
DeWayne Sykes, PE	NCDOT Roadway Branch	Policy
Gus Jordi, PE	Charlotte Department of Transportation (CDOT)	Policy
Derrick Lewis, PE	NCDOT Feasibility Studies Unit	
Charles Cox, PE	NCDOT Project Development & Environmental Analysis	Policy
Lawrence Gettier, PE	NCDOT Work Zone Traffic Control Unit	
Terry Hopkins, PE	NCDOT Traffic Safety Unit	Policy

Sub-Committee Members not present:

Mike Bruff, PE	NCDOT Transportation Planning Branch	Policy
Jimmy Travis, PE	NCDOT Construction Unit (Public Information)	Policy
Kevin Lacy, PE	NCDOT Traffic Engineering Branch	Policy
Max Tate, PE	Federal Highway Administration (FHWA)	Policy
Stuart Bourne, PE	NCDOT Work Zone Traffic Control Unit	Policy

Others attending:

Jay Woolard, PE	NCDOT Work Zone Traffic Control Unit
-----------------	--------------------------------------

The members of the Policy Sub-Committee met to discuss the draft Goals and Objectives compiled for the components assigned at the last sub-committee meeting. An outline of the Goals and Objectives will be presented to the full Committee at the June 1st meeting in order to meet the timeline of presenting the draft Goals and Objectives to Len Sanderson on July 19th.

Prior to specific discussion on components, the sub-committee discussed project funding. The sub-committee agreed that the current project funding process can be political in nature, and there is a need to develop a more logical / practical project funding process. There is a need to educate those that make the funding decisions that a particular project may have consequences on the surrounding existing roads, existing traffic, and other proposed projects in the same area.

Terry Hopkins and Joseph Ishak provided to the sub-committee handouts of the preliminary draft of the Goals and Objectives for "Overall Policy Issues" and "Work Zone Options" Components. The following is a discussion of these handouts:

Overall Policy Issues

- Utility Companies and Memoranda of Understanding (MOU)
NCDOT to provide Utility Companies a reasonable list of projects and dates that NCDOT will construct so that the Utility Companies can schedule work in these areas accordingly.

Ideas on how to accomplish this included:

- Let Utility Companies know when the project public hearings will be so they can attend. NCDOT project schedule becomes fairly static after the public hearing so the Utility Companies can schedule their work.
- Require Utility Company Project Managers to regularly check a NCDOT website to keep up to date on projects and letting dates.
- Add Utility Companies in the area of a particular project to the e-mail list for project correspondence.
- Develop a generic letter to Utility Companies informing them about upcoming projects and the need to coordinate with NCDOT. Send this letter out when PDEA does its 1st public workshop for a project.
- Develop statewide MOUs for larger Utility Companies stating the NCDOT will provide project plans earlier in the design process so that they can begin scheduling work in the area of the project.
- Possibility of letting a "Utility Project" prior to the letting of the regular project. Utility relocation is usually one of the first things done on a project. Letting a utility project first would separate the utility relocation process from the rest of the project.

- Signing for In-active work zones. NCDOT's first attempt at this was met with strong resistance from the AGC, but we need to keep looking into this.
- Include Traffic Control Moratoriums (when lanes or roads can't be closed on a project) included in the green sheets. Make these commitments up-front in the planning stage. NCDOT would need to have the "right" people making these traffic control commitments.
- Have Resident Engineers provide a report on how the TCP performed for a completed project. WZTCU could compile this data and use on future projects.
 - Report would need to be on a standardized form. It would also need to be fairly short and simple.
 - Sub-Committee Members asked WZTCU to develop a template of the report for the Residents to use.

Work Zone Options

- Assign the "right" contract time to a project so that the Contractor needs to actively pursue the work to complete the project on time.
- Provide construction times that lead to efficient construction on projects.
 - Balance project completion time vs. traffic mitigation vs. construction efficiency.
- Develop a way to coordinate projects that are in close proximity to each other or part of a strategic corridor. Colorado has a database with construction information on all projects within the state that it uses for project coordination.
- Contractors, NCDOT Maintenance, and Utility Companies should all have to meet minimum traffic control standards such as all meeting MUTCD requirements.
- NCDOT currently looks at traffic control issues in the final stages of the design process. We need to start looking at these issues in the earliest stages of design.

ACTION ITEM

Sub-Committee Members will complete the draft Goals and Objectives for their assigned component (see below) and e-mail it to Jennifer Portanova by **May 25, 2006**. Jennifer will compile the information and send out one document to all sub-committee members for comments. The draft Goals and Objectives will be presented at the next full Committee Meeting on June 1st in preparation for the July 19th meeting with Len Sanderson.

Terry Hopkins/Gus Jordi	1. Overall policy issues [e.g., establishing a committee to discuss and coordinate agency work zone activities; developing memoranda of understanding (MOUs) with utility operators to coordinate schedules; acceptable levels of work zone performance such as queue thresholds].
Joseph Ishak	2. Work zone options (e.g., night work, full-closure, detours).
David Wasserman/Charles Cox	3. System planning strategies (e.g., grouping and sequencing of projects in a corridor; including the costs for work zone management strategies in plans).
DeWayne Sykes/Mike Bruff	4. Design strategies (e.g., traffic control, choice of materials, use of positive separation, temporary structures).
Jimmy Travis	5. Contracting strategies (e.g., low bid, design-build, lane rental, A+B bidding, incentive/disincentive contracting).
Stuart Bourne	6. Work zone management strategies (e.g., use of intelligent transportation systems, traveler information, real-time work zone monitoring, traffic incident management, and enforcement).
Max Tate	7. Agency use of work zone reviews, process reviews, or safety inspections/audits.
Kevin Lacy	8. Strategy for use and collection of work zone data.