

# TECHNICAL LEADERSHIP TEAMS QUARTERLY REPORT

October through December, 2007

*The Leadership Teams are led by Technical Services for the following major technical disciplines: Access Management - Bridge - Construction - Right of Way - Traffic-Roadway and include key representatives from Regions and from Technical Services. In addition, the Technical Leadership Team provides technical and engineering leadership for the business. This team is led by Cathy Nelson, Technical Services Manager/Chief Engineer for the Oregon Department of Transportation.*

*The Quarterly Report is a communication tool to provide an update on key information for ODOT and Consultant staff involved in delivering projects for ODOT.*

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## Key Accomplishments and Major Milestones

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Key accomplishments for the Construction Leadership Team for 4<sup>th</sup> Quarter were:

- A new Vertical Clearance Specification and Standard report form has been implemented for all projects. Construction has two forms that go with this: Permanent and Temporary. Below is a link to the construction forms' website. If you go to the Standard Bridge Clearance you will see links to both versions
- New reason codes for contract change orders have been developed and implemented for use by ODOT and consultants. The Contract Change Order form is available at the link below.

- To view these forms, as well as a comprehensive list of all forms that could be used during the construction of ODOT projects, see <http://www.oregon.gov/ODOT/HWY/CONSTRUCTION/ConstForms1.shtml>
- Inspector training has been modified to provide training for a General Inspector Certification program. More details can be found at <http://egov.oregon.gov/ODOT/HWY/CONSTRUCTION/Cert/InspCert.shtml>

Geo-Environmental has completed scanning 95% of the hydraulic files and have made them available electronically at [http://www.oregon.gov/ODOT/HWY/GEOENVIRONMENTAL/hyd\\_data\\_resources.shtml](http://www.oregon.gov/ODOT/HWY/GEOENVIRONMENTAL/hyd_data_resources.shtml). Contact Geo-Environmental if you have problems accessing the information. They are reporting some problems with it working directly from the web page.

Geo-Environmental has a new guidance document entitled Interim Protocol for the Prospectus Part 3 (GE06-01(A)). This advisory is targeted at ODOT region staff responsible for project delivery, as well as ODOT staff involved in programming different types of funds for projects. Contact is Greg Holthoff, NEPA Specialist. Contact him at [greg.holthoff@odot.state.or.us](mailto:greg.holthoff@odot.state.or.us), if there are any questions.

Another guidance document signed this 4<sup>th</sup> quarter of 2006 is Sunset on Use of Metric Units (RD06-04(B)). Starting October 1, 2006 all FY 2007 projects will be contracted using English units. The use of Metric units in a project after October 1st will require a Design Exception to remain in metric. Please contact the Senior Standards Engineer at [david.j.polly@odot.state.or.us](mailto:david.j.polly@odot.state.or.us).

Both of the above guidance documents can be found at <http://www.oregon.gov/ODOT/HWY/TECHSERV/technicalguidance.shtml>.

Right of Way Property Management revenues as of November 2006 were \$10 million. Appraisal review work is being contracted as needed. The "Appraisal Advisory Group" has been approved and will be formed by Spring of 2007. New guidelines were established for the use of delegated authority to insure consistent understanding and practice across all right of way offices throughout the state.

Bridge posted an update to the Bridge Design and Drafting Manual in November 2006. Information is available at

[http://www.oregon.gov/ODOT/HWY/BRIDGE/standards\\_manuals.shtml](http://www.oregon.gov/ODOT/HWY/BRIDGE/standards_manuals.shtml).

Consultants can suggest future changes by contacting Kevin Davidson, at [kevin.f.davidson@odot.state.or.us](mailto:kevin.f.davidson@odot.state.or.us).

Three new bridge rail standard drawings were completed in December 2006. They are up to date with LRFD, English Units, and drafting standards, including standard levels. They are currently posted on the Standard Drawings web page @

[http://www.oregon.gov/ODOT/HWY/ENGSERVICES/details\\_bridge.shtml](http://www.oregon.gov/ODOT/HWY/ENGSERVICES/details_bridge.shtml)

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### What's On the Horizon?

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Bridge Section has set the date for the 2007 Bridge Technical Training workshop for May 9 - 10, 2007, at the Chemeketa Eola Center in Salem. Consultants can submit abstracts for presentations to Holly Winston. If there are any questions, Holly can be reached at [Holly.M.Winston@odot.state.or.us](mailto:Holly.M.Winston@odot.state.or.us). More information will follow.

Traffic-Roadway presented a proposed technical bulletin (Right Turn Acceleration Lanes) to the Technical Leadership Team (TLT) in December. This has been developed through the Traffic Leadership Team. It will set some stringent guidelines. There will still be a design exception and the bulletin will show the criteria to obtain a design exception. TLT emphasized that it will be important to have a good communication plan and to obtain FHWA concurrence prior to finalizing the bulletin.

A proposed bulletin regarding considerations for utilizing textured and colored crosswalks was presented to TLT in December. The concept for the bulletin is approved. Traffic-Roadway will develop a communication plan for this bulletin when it is officially signed and adopted.

An update on the Quality Assurance program was provided at the October Technical Leadership Team. Members support the overall concept of the program. There will be more discussion regarding this program regarding identifying the primary goals, how to effectively use the program to identify and review areas of

risk, best timing for the reviews, what are the best means to accomplish this program, etc.

ODOT/AGC/ACEC is setting up a team to look at plan quality for constructability. They will be framing up what's important, as well as setting up a series of interviews to identify system issues.

As ODOT moves to more of an electronic medium, CADD standards will become more important. ODOT will be looking at the CADD standards so they are clearer and reasonable, improve training, and determine how to best enforce the standards. There may also be some software available that can help with a quality control/assurance function.

Collection of bridge design examples and drafting procedures for a future Bridge Maintenance Design Manual has begun. The target completion date is December 2007. Consideration is being given to outsourcing the development of the manual to the consultant community. A decision on contracting this out will be made by May 2007. For more information, contact Bert Hartman at [Bert.H.Hartman@odot.state.or.us](mailto:Bert.H.Hartman@odot.state.or.us).

Right of Way is working on an implementation plan for Measure 39 that will review and revise Chapter 5 of the Right of Way Manual to reflect a revised Offer Letter for revisions that increase the offer. More information to follow.

Right of Way has plans to hold the 2007 NW Regional Right of Way Conference in Seaside. Further details will be forthcoming.

The Right of Way portion of the Local Agency Guidelines Manual is nearing completion.

ODOT/ACEC conference planning is continuing for April 17, 2007, at the Holiday Inn Wilsonville Conference Center in Wilsonville. The theme is Trust and Teamwork - Foundations for Partnering Excellence. Cathy Nelson, Tech Services Manager, is planning to have the Errors and Omissions Policy ready to discuss at the conference. She is seeking input for this policy across ODOT and from ACEC partners.

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### Key Changes (People or Organization) of Interest

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Brandon Fink, temporary Property Agent in the Right of Way Property Management unit, will work until the end of the 05-07 biennium.

Greg Mier has returned to assist in the Right of Way Appraisal Review Unit.

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### Recognition

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Gale Chipps, of Right of Way Operations, received the "Driving Force Award" for her assistance with Property Management Coordination.

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**For Up-To-Date Information, see the Technical Services Website at <http://www.oregon.gov/ODOT/HWY/TECHSERV/> to find...**

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**Training:** Information on current technical training open and available for consultants. ODOT employees can also research available classes on the ODOT Human Resources training intranet site.

**Guidance Documents (Directives, Bulletins, and Advisories):** Please refer to this information for technical guidance currently in effect.

**Manuals:** Technical manuals are included on this website.

**Leadership Team Charters and Membership Information**

**And more...**

**Questions or Comments?** Email Technical Services at [technical.services@odot.state.or.us](mailto:technical.services@odot.state.or.us)