

Minutes

WSDOT/ACEC PD Team Meeting

February 18, 2022

9:00am – 11:00am

Attendees:

- | | | |
|---|--|---|
| <input checked="" type="checkbox"/> Kevin Miller/WSDOT | <input type="checkbox"/> Cesar Mayor/WSDOT | <input checked="" type="checkbox"/> Jeff Lavinder/Parsons |
| <input type="checkbox"/> Mike Fleming/WSDOT | <input type="checkbox"/> Chad Hancock/WSDOT | <input checked="" type="checkbox"/> John Donahue/WSDOT |
| <input type="checkbox"/> Lisa Reid/SCJ Alliance | <input type="checkbox"/> Chris Keifenheim/WSDOT | <input checked="" type="checkbox"/> Larry Larson/WSDOT |
| <input type="checkbox"/> Alec Williamson/WSDOT | <input checked="" type="checkbox"/> Chuck Meade/WSDOT | <input checked="" type="checkbox"/> Manuel Feliberti/DEA |
| <input type="checkbox"/> Amir Rasaie/WSDOT | <input checked="" type="checkbox"/> Daniel Babuca/WSP | <input checked="" type="checkbox"/> Steve Olling/Parametrix |
| <input checked="" type="checkbox"/> Ben Hoppe/JUB Engineers | <input checked="" type="checkbox"/> Don Sims/HNTB | <input checked="" type="checkbox"/> Suryata Halim/RHC Engineering |
| <input checked="" type="checkbox"/> Brian White/WSDOT | <input checked="" type="checkbox"/> Heather Weeks/Jacobs | |

1 Welcome & Introduction – None needed as everyone knows each other

2 Staff Updates

- HQ Development Division
 - Mark Gains – **Acting** State Design Engineer – Develop Division
 - Still recruiting for permanent replacement
 - Ahmer Nizam – Director Environmental Services
 - Erik Jonson – **Acting** Tech Services & Business Manager
 - Erik Jonson – Contracting Services Manager
 - Rick Keniston – ASDE Retired (early Feb)
 - Joanna Lowrey – ASDE (Oly, SCR) March 1st - she's going to slide directly into Rick's old assignments so she's going to be supporting the Olympic region and also assist in the South Central Region with design build as that is another technical area that Rick supported, although Dean Moon is temporarily supporting that now.
 - Chris Tams – Lead ASCE
 - ASCE Position - Still Vacant
 - Chuck Meade – ASCE, will be leaving OR and in process of backfilling, someone will be taking his place with this group (Joseph Perez).
- Roadmap to Recovery Plan
 - Return to office, face masks, social distancing, <25% in office
 - Relatively low number of employees returning. Feedback indicates fewer are interested in returning and/or not comfortable.
- WSDOT Regions & Consultants
 - Chuck, Olympic Region – Steve Roark is the new Regional administrator. Two openings, Chuck's and a Construction engineering manager. Looking at succession planning, top to bottom. Meaning there will be more open positions. Mark Fry, OR Material Engineer moved on to HQT's,

Donica Washington is interim now and we are looking to back fill long term. Additional assistant PE's in Fife and Tacoma offices as well to be filled by promotions.

- Larry, Eastern Region - Several moves. Trying to hire like crazy, E1, E2's. but not doing so well. Better with E1's than E2's.
- Suryata, SR 520. Construction and communication positions open.
- Brian, North Central – a couple of Assistance PE positions open and trying to backfill ranks to get back to original staffing levels to deliver the program.

3 Design Policy Updates - John Donahue

Design Manual and Standard Plan updates coming for this year and are just starting to identify updates.

Publication date is in September. There are a bunch of them and John shared the below list. These are now ranked. Zero means that it will be done. The higher the number, the lower the priority, but should get all 24 on the list done this year. See list below:

Chapter	Task Description Highlights/Summary Only and Subject to Change (as of February 18, 2022) WSDOT Design Office / Design Policy Section Contact John Donahue (donahjo@wsdot.wa.gov) for updates and more information	Rank	Category
550	Access - Revise exhibit 550-4 - Area Engineer and ASDE determine whether a change in ramp terminal represents a change in access, instead of needing an ARR (remove check mark from column).	0	Access
1720 and 550	Access - Updating and refining the analysis and documentation required for a weigh station (not a full ARR)	7	Access
530	Access - Update access rules for roundabouts that have right-turn by-pass lanes (yield and stop controlled).	8	Access
1510, 1515, 1520	ADA - various updates still being scoped. Note that the access board is going to adopt PROWAG in April or October, most likely October. We will include that in in any update. We don't know yet if it is the 2011 version or a new version.	0	ADA
1105	Required elements (design matrix) - Revise Exhibit 1105-1. Streamline detail about specific actions to take and how to document	0	Documentation
100	General - Document the specific CFRs that guide the development of the DM, and that FHWA approves the manual	0	Documentation
1610	When to use guidance - Inform the reader at the start that 1610 is used when indicated by 1105-1.	0	Documentation

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1106	Documentation - Refer to a template that presents documentation of a mode function performance evaluation (1106.06).	4	Documentation
300	Q Project approvals - DM Chapter 300 should be updated to include discussion on Low-Cost Enhancement (LCE) Design Analysis and Region Traffic Engineer approval. Current practice is not well documented.	12	Documentation
310	Value engineering - Change project values to federal requirements (\$40m/\$50m). Also - state that VE is not required for Design Build	13	Documentation
Single Issue - Multiple Chapters	Terminology and guidance - There are 21 instances of "not recommended" in the Design Manual without an explanation about what to do with guidance that has this disclaimer. Is documentation required if you do what is not recommended?	17	Documentation
1103	Design year - Section 1103.02 - remove bullet list and change. Some projects with a federal nexus may require horizon year analysis of an alternative regardless of the selected design year.	21	Documentation
1220	Grade design - Remove the word "suggestions" pertaining to the maximum grades in the tables in Section 1220.02(6). Also add Exhibit numbers to tables. And, fix references in Section 1220.02(3).	0	Geometric
1102,1103, 1510, & 1520	Design speed - Changes to support the speed management initiative. Consider introducing NCHRP 17-76 for setting target speed by context classification and roadway type.	0	Geometric
1360	Cross section / ramps - Ramp Lane and Shoulder width and Turning roadway width 1240 - make sure lane and shoulder width approach is consistent with AASHTO. Email from Dean Moon about ramp width parts and based on total width.	5	Geometric
1360	Acceleration length and grades - Exhibit 1360-10 indicating how to modify the acceleration length based upon grades is not consistent with AASHTO.	14	Geometric

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1210	Lane shifting - Relax lane shifting requirements in low speed areas. We are currently researching this.	16	Geometric
1102, 1103, 1231	Context and multimodal design - Update CMAR (and related guidance about modal accommodation and modal priority) to reflect progress made by Active Transportation and documented in the approved ATP about Level of Traffic Stress in Populated Areas. To what extent can LTS be used to guide design decisions	18	Geometric
1310	Intersection sight distance - add guidance on eye and object height for short things like guardrail that depending on grade might or might not be a sight restricting object.	20	Geometric
800	Hydraulic Design - various updates. One involves when a hydraulic report is required (preservation projects)	0	Hydraulic
1120	Preservation projects - Revise replacing all drainage grates to replacing grates only on priority corridors	0	Preservation
1120	Preservation projects - Shouldering (shoulder dressing) up work during preservation projects.	9	Preservation
1610	Project scope and barrier upgrades - Be more specific about when 350 barrier is upgraded during improvement projects.	0	Roadside Safety
1610	Guardrail long posts - Update the allowable slope requirements of beam guardrail placement case #4 (maybe cases #5, #6).	0	Roadside Safety
1120	Rumble strips and chip seals - Guidance concerning existing rumble strip depth and applying a BST (chip seal) over it and when to rehabilitate.	0	Roadside Safety
RSE MULTIPLE	Guardrail terminals - Buried terminal anchors need to be completely buried into the naturally occurring slopes.	2	Roadside Safety
RSE MULTIPLE	Guardrail anchor / LON - Length needed past object before installing anchor need guidance on how far	3	Roadside Safety

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	to extend guardrail past an object to maintain minimum deflection distance.		
1610	Barrier system length - Add policy for minimum barrier system lengths based off crash testing for beam guardrail, F-Shape concrete barrier, Single Slope concrete barrier, cable barrier, any others? Or just 3 main systems.	6	Roadside Safety
1239 - 1400s	Offset to barrier - Chapter 1239.06: Exhibit 1239-11 ... exploring the basis for a change to 2' lateral clearance to barrier in low-speed environments	10	Roadside Safety
1610	Barrier and curbing - Improve guidance about allowable offset of barrier behind curb and sidewalk based on crash testing.	11	Roadside Safety
1600	Signal poles and clear zone - Clarify the exemption for signal poles and barrier in the clear zone	15	Roadside Safety
1610	Guardrail and pedestrians - DM 1610: Develop criteria for when to install guardrail to separate pedestrians from traffic on highways and especially bridges (see latest AASHTO ped guide).	19	Roadside Safety
1610	Cable barrier - 1610.05(1)(b) and Exhibit 1610-13: Currently shows cable barrier placement on roadside on slopes steeper than 6:1. Verify with manufacturers and also whether cable can be installed on slope breakpoint?	22	Roadside Safety
1610	Guardrail standard run - DM 1610.03(5) last paragraph: Per D. Moon (ASDE) consider updating this section to require design documentation or design analysis when putting a gap in guardrail for maintenance access or other types of access to ensure it is the best decision.	23	Roadside Safety
RSE MULTIPLE	Cable Barrier - update GSP and any applicable DM sections that cable barrier shall be MASH 16 or MASH 09 compliant. Currently, WSDOT specifies NCHRP 350 compliance. SUBMIT FOR PRIORITIZATION	24	Roadside Safety
1010	TSMO - provide link to webpage, other minor changes.	0	Traffic

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1330, 1510	RRFB pushbutton locator tones - add guidance on requirement for this.	0	Traffic
1010	Work zone - Add a reference to the lump sum traffic control risk analysis process and tool developed by HQ Construction.	1	Workzone
Kevin Lead			
720	Bridges - Maintenance/Vertical Clearance Guidance Update	1	Bridges
300	Design Approval - Ch. Design Documentation, Approval and Process Review: To clarify conceptual design approval and locking of Design Manual policy.	1	Documentation
950	Public Art: To incorporate community identified mitigation	1	Documentation
1400	Managed Lanes - major revisions	1	Geometric
1400	Managed Lanes -Discussion between FHWA and ASDEs to develop guidance for bus on shoulder applications. Need consistency in design, operations configurations, and approvals. Consider the Minnesota guidance on this they have the longest experience with this. Make sure there is a design analysis required for this. Do we need a project delivery memo to catch ongoing project activity?	1	Geometric
1400s Maybe 1600	Managed Lanes - Driving on shoulders during certain times of day -- intermittent use. Is clear zone from the edge line or from edge of shoulder? Add guidance on how to treat shoulder use for determining clear zone (lower volumes and operating speeds, etc.)	1	Geometric
Many	Managed Lanes - Changes for terminology update	1	Geometric
Glossary	Managed lane A lane or shoulder with dynamic or static control of use that is utilized to improve mobility and increase transportation efficiency. Use is restricted by pricing, eligibility (e.g. occupancy, transit, etc.), points of access, time of day, level of congestion or some combination thereof.	1	Geometric

4 Legislative Updates - Kevin Miller

- Short Session (lower volume of Bills)
- Bill summaries
 - New revenue package
 - \$16 billion transportation revenue package over 16 years called “Move Ahead Washington”
 - This won’t come from a direct tax at the gas pump, but rather includes a variety of revenue sources including
 - An industry fuel export tax, \$0.06/gall on export tax on gas. Refineries are against. Commerce act violation?
 - Some license and other fee increases and a combination of state and federal funding
 - Very high-level the 16-year plan includes:
 - \$1.3 billion towards Washington State Ferries’ vital work to build four new hybrid electric ferries and electrify two existing ships
 - \$1.2 billion in active transportation models like Safe Routes to School, bike and pedestrian safety programs and school-based bike programs.
 - \$3.1 billion in transit programs and investments, including funds to allow those 18 and under to ride free on all public transportation services
 - \$3 billion towards highway preservation and maintenance to help us make progress toward reducing our preservation and maintenance backlog
 - \$2.4 billion to fulfill the state’s obligation to replace fish passage culverts
 - \$150 million toward Ultra-High-Speed Rail
 - \$50 million for Connecting Communities to fund projects in communities that have had historic underinvestment in walking and biking infrastructure.
 - Some notable project funding including:
 - \$1 billion to fund Washington’s portion of the I-5 Interstate Bridge Replacement program
 - \$640 million to widen SR 18
 - \$210 million for the US 2 Trestle
 - \$380 million for I-405 Corridor Construction
 - \$406 million for the SR 520 project
 - \$434 million for SR 167/SR 509 Puget Sound Gateway project
- Policy Bill analysis – bill policy cutoff (need to make it out of committee) – **Highlighted** were discussed at this meeting, others are of interest
 - **SB 5673** - This bill would allow for installation of warning signs to inform people of the dangers of cold water shock from jumping or diving from bridges. State, county and local jurisdictions would be responsible for determining placement and location specific hazards for each sign, installing, and maintaining these signs. No new funding is appropriated, but donations for signs may be accepted by state and local agencies.

- **SSB 5558** - This bill provides the legal framework for a bi-state commission to be set up to address interstate toll bridges. The responsibilities of this commission are broad and include things like accepting grants, setting toll rates, eminent domain, design, construction and demolition of interstate bridges, etc. While not explicitly stated, it appears this is directed towards the Bridge of the Gods and/or the Hood River Bridge that crosses the Columbia River between SR 14 in Washington and I-84 in Oregon.
- **HB 2066** - This bill creates new requirements for Growth Management Act (GMA) cities and counties that choose to adopt a SEPA categorical exemption (CE) for infill development. Requirements include that the city/county consider how to maximize the use of the adopted CE, consult with affected tribes and address any tribal concerns, and maintain environmental protections while minimizing duplication of environmental review.
 - Department's Comments: would like to retain ability to review and provide comment for safety and operations
 - Mike Fleming may testify on this topic
- **HB 1839** - authorizing commercial motor vehicles to park in chain up and chain off areas that are not in use
 - Operations and safety concerns associated with bill and using these areas
 - Inadequate width, accel/decel, illumination, sanitation (garbage, toilets),
- **SB 5659** - Establishing climate and labor standards for building materials used in state public works projects.
- **SB5961** - Incentivizing the use of biochar in government contracts. Biochar soil amendments (currently approved by landscape architect), recycled material, storm water treatment, ground amendment,
- **HB 2084** - Requiring the joint transportation committee to conduct a study of a third bridge over the Columbia River between southwest Washington and Oregon.
 - Reconstruction of hood river bridge, bridge of the gods, interstate bridge (study \$300K) (commission to study)
- **HB 1908** - Addressing surplus public property for affordable housing. Authorize public property for public benefit below fair market value, low-income housing

5 WSDOT/ACEC Executive Liaison Committee Meeting: Highlights - Kevin Miller & Steve Olling

- Organizational Conflict of interest policy – Below are the highlights from the Executive meeting:
 - WSDOT has completed 65 D/B projects and learned a lot. They are currently doing 8 to 10 D/B contracts a year plus a huge fish passage program.
 - With the loss of expertise in WSDOT and local partners, more consultants are needed.
 - With consultant mergers and multiple projects in play, it's not surprising that there are conflicts. With the ongoing work effort, there is pressure to resolve quickly. They desire to engage with industry, be fair, reasonable and appropriate. Time is a commodity.
 - There are 3 fundamental conflicts.
 - Engineer of Record,

- Enduring liability, financial interest on both sides of the issue,
 - Unfair knowledge.
 - WSDOT's desire would be that firms would either work for WSDOT or they would work for a D/B contractor and that there would then be no conflict – It is recognized that this is not always feasible
 - There is a question of whether groups of individuals can be firewalled. Firewalls are intended to benefit the agency - not consultant firms. WSDOT will not spend time defending a consultant firms use of a firewall, but perhaps an independent 3rd party certification may be allowed.
 - WSDOT wants healthy dialogue with the industry.
 - Initial clarification by 2023 – how is release of PHD's and firewalls working?
 - Does the right balance exist with current approach?
 - Can conflict of interest be mitigated by release of information?
 - Are small and large firms represented in review of the work.
 - There are small firms that are complaining to WSDOT about the inability to break into the market and that OCOI's would help spread the work around.
 - There needs to be a meeting for further discussion. Need WSDOT, ACEC firms, non ACEC firms, AGC representatives, and WSDOT reps in the meeting. Desire to schedule a meeting in the near future.
- Behind on Delivery, Kevin Dayton's comments:
 - Initiative 975 WSDOT scaled back on contracts and put consultant contracts on hold to give legislators flexibilities re costs and impacts.
 - Gov then implemented a hiring and contracting freeze. WSDOT has taken actions to remove the hold from the contractor and consultant contracts.
 - WSDOT is also expecting to use more consultants in their delivery. The advanced schedule of contracts will need to be updated to reflect this.
 - WSDOT has experienced loss of employees (400+/-) due to Covid impacts. They are trying to hire but are still down in key areas that impact their ability to deliver. Under current staffing levels vacations and retirements have a major impact on delivery.
 - Follow on discussion of this topic:
 - All mentioned the difficulty in hiring new staff as the pool is smaller and we are all looking at the same pool. There is so much work to delivery, not only in Washington State.
 - Ben Hoppe (and others) mentioned that with more federal dollars coming from the infrastructure package, there is a huge gap in people to deliver this work, both from the agencies and the consultants. We've worked for years on typical bread and butter projects, but there will be an increase in project variety and new clients. Prioritization of pursuits will be even more important, and we all need to be honest about capabilities.
 - Larry Larson mentioned a few extra points on delivery challenges:
 - A long time ago, we used to hear from consultants that they could take on all of the work that WSDOT could not in order to deliver. This has changed due to the huge increase in work and the lack of skilled workforce. We need to all be on the same page and honest about what we can deliver.

- We need to have strong owners and consultants. This may mean there needs to be more equity in pay, but that is not the only solution. We need to partner, not compete.
- Annual meeting, in person or virtual - WSDOT is still considering an in person ACEC annual meeting on June 28 at the Bellevue Red Lion. But looking at other locations as well. Once you are locked in to an in-person meeting, you may lose the deposit if it ends up going virtual. The other possible locations discussed are the Lacey Community Center, and Lacey Traces Center (venue would hold 150 – 200 persons, but meals would need to be catered). This planning will continue in early March. During the week of May 9th, the Executive committee will hold a 2-hour to discuss the annual meeting topics.
- Final thoughts on this agenda item - Larry brought up an issue regarding recruiting and the difficulty in getting people and may not be able to rely on consultant only to fill the gap. Need to be honest and work together between consultant and WSDOT. More partnerships! Brian echoed that there are definitely problems with this and bringing on the OCOI issue even makes it worse.

6 Focus Areas: Identify & Prioritize - All

- Explore guidance for software to conduct reviews
 - Bluebeam
 - Bluebeam Revu has an enterprise contract.
 - \$425/6 mons/license (\$333 license, \$55 maintenance, \$36 taxes).
 - Bluebeam Vu – free (equivalent adobe acrobat).
 - Limitations
 - Files size grows exponentially with signatures.
 - Inability to provide 3rd party validation of signature; therefore, need to convert to pdf and sign in Adobe.
 - Jeff Lavinder – Adobe is clunky, can do collaboration in Adobe Cloud, which is similar to a Bluebeam session, but not nearly as robust and far more clunky and less organized documentation.
 - Larry Larsen – Not everyone will need “REVU”, most people will need the free version and be invited to a session.
 - Pros and cons from everyone were discussed.
 - Mark Gabel may have some insight from the QA/QC committee and we need to keep talking about this.
 - Adobe
 - Adobe has an enterprise contract (3yr contract, expires Fall 2022) – this may go up when this expires.
 - \$130K/yr – 3,500 licenses, 5,000 signature transactions (+/- \$37/license)
 - \$1.42 / transaction >5,000 signatures.
- Explore evolving mid/post-pandemic business models – nothing more to share, status quo at this point. Still may need to look at streamline documentation processes as part of the new business model.
- Design-Build Documentation Requirements (quick update).
 - We are now in “Continuous monitoring and improvement Mode”
 - Previous work implemented:
 - Substantial updates to DM 300 (fall 2021).
 - ACEC Engagement was bases for DM 300 updates & Chapter 2 D/B Templates.
 - New opportunities:

- DM 300 – Conceptual Design Approval locks, Kevin Miller is working with Dean Moon on this.
- Conflict of interest policy –
 - AG/ACEC group Team will be working on this issue and we will stay engaged in this issue.
- As usual, continue to keep thinking about other opportunities for this group to engage in as we move forward.

7 Adjourned at 10:40am