



ACEC-NH/NHDOT Highway Design Sub-Committee



**Zoom Virtual Meeting
December 8, 2020
8:00 am – 9:30 am**

Meeting Minutes

Attendees:

Jim Marshall, NHDOT (Chair)
Tobey Reynolds, NHDOT
Leah Savage, NHDOT
Corey Spetelunas, NHDOT
Maggie Baldwin, NHDOT
Ron Grandmaison, NHDOT
Bill Caswell, NHDOT (Guest)

Brian Colburn, MJ (Vice Chair)
Ben Martin, VHB
Jen Mercer, GM2
Travis Wolfel, Kleinfelder
Clinton Mercer, Jacobs
Linda Greer, Fuss & O'Neill (Scribe)

These meeting minutes are from the December 8, 2020 ACEC-NH/NHDOT Highway Design Sub-Committee Meeting.

1. Introductory Remarks

Linda volunteered to be the scribe for the meeting.

2. Review and approve minutes – November 10, 2020 meeting

The meeting minutes from the November 10, 2020 meeting were formally accepted as final.

3. Review Highway Design Website

Jim thanked everyone for all the input provided for the website documents. Later today or tomorrow an email will go out through the ACEC-NH Consultant Group that shares the link to the Highway Sub-Committee website. Jim shared the web page location, and explained that the link from the email will go right to the web page.

Jim confirmed that all the checklists would go in this location. The website update document will state “under construction” for checklists that are still being developed.

There are also bridge checklists being worked on that Ron is involved with. Maybe a link could be added on our web page for those?

4. Open Roads Designer Update – Bill Caswell

Bill shared his PowerPoint presentation with the group. Below are just some highlights and discussions from the presentation.

- We are doing more than just a transition to Connect and OpenRoads Designer (ORD); it is a full rework of the library files. Some of the library elements, which include cells, fonts and linestyles, are over 30 years old and not responsive to certain applications of the updated software such as scaling/scale factors.
- The updated workspace is intended to be released in April. Some consultants already have the update and are test-driving it, so we can get comments on how it is working on setups outside the DOT. In an effort to make the new workspace easy to implement, NHDOT followed the Ohio DOT setup which was much simpler than Bentley's. With this workspace setup, you choose from a pull down of states you work in, i.e., NHDOT; and then the linestyles and workspace for that state are loaded. We have some in house pilot projects started. Once we have training, we will move forward with other projects. Currently training is planned for this summer and will be done remotely by Bentley. There is no date yet for when NHDOT will require consultants to use Connect and ORD.
- It was noted that you can go from MicroStation/InRoads SS4 and Connect/OpenRoads Designer (ORD) without issue, but SS2 you cannot as it doesn't have the "Open Roads" technology. Since many consultant firms are still in SS2 (as are legacy NHDOT projects and other states in which the consultants work), there isn't a push to for them to change to ORD, especially without the DOT's workspace. Bill will provide the workspace and set up documentation to those who email him. Also Eric Milliken is happy to help walk consultants through this set up if needed. This is why the department is going slowly so that Eric doesn't get overwhelmed with a large roll out all at once.
- Questions arose about projects with the survey not done in ORD. Bill explained that in-house they can easily do a conversion. You should go through your Project Manager to ask to get the project survey converted for you. Jim noted that the Department will need to update Project Managers that this conversion request will be coming.
- It was mentioned that Bentley is no longer supporting SS2 licenses, which is causing issues. Ben noted that Bentley is making this a very expensive issue, and the result looks like the moving forward to updated versions is the best option. Of course, this is difficult with legacy project and clients not ready due to Covid-19 constraints, so Bentley has recently agreed to work with the consultants and the prices are much more reasonable.

5. Review Draft Design Criteria Form - Maggie

Maggie shared the latest version of the Design Criteria Form, which is very similar to the earlier version. The discussion evolved around should the form capture design changes, or should it be used to document just the standard criteria. There is still a comment section that could describe general information.

Based on Jen's review and in-house project use, the criteria references are in a bunch of different location, so it is hard to find. It was mentioned that maybe a supplemental document could be provided, giving guidance for the appropriate design criteria to follow. It is not always simple, and in some cases requires your engineering judgement. This criteria form is meant to document the typical section for the project, not every section of the design. We could use what we currently have as a draft.

The Design Criteria Form will go into the Design Report. The Design Report will capture all the early criteria changes, so it cuts down on duplicate information. The verbiage in the report will cover changes to the criteria listed in the Design Criteria Form, so everything ties together.

It was noted that projects with multiple roads will provide a Design Criteria sheet for each roadway.

Maggie suggested that the Design Criteria Form be provided in Word format with the supplemental "How To" document in PDF. The design engineers would propagate the blank lines. If this is agreed upon could be ready to post in a few days.

6. Review Draft Slope and Drain Checklist – Brian

Brian shared the latest Slope and Drain Checklist. He explained that currently, as the design gets more refined, we only have items in the checklist that would be added at this stage. Is this appropriate or should everything be re-iterated from the earlier checklist submissions? It was agreed upon that the checklist would get to be unruly if everything is added again. The consensus was to add a line "Incorporate items from Previous Submission Checklist". Brian will make this change.

The question came up about a Master Checklist, and should that be provided. Another idea is to have everything in one spreadsheet, and when you select the submission, only the items for that submission comes up. It was determined that a Master spreadsheet could cause issues with Excel. There is a benefit to an overall checklist; however, it doesn't make sense for this group to create that as someone can make their own easily enough from the separate checklist. It was determined to leave as is, and let folks make their own Master if they choose.

7. Design Report Update – Leah

Leah shared that the first draft will be ready for the January meeting and will be emailed to this group. The Design Report team will be looking for comments from this group, so please review and give feedback once you receive it. Currently the Design Report team is working out how to discuss existing condition and proposed conditions separately, as well as the ability to also have discussion of existing and proposed together.

Meeting Adjourned - 9:30am

Next Meeting – February 9, 2021. *(January meeting canceled) Anticipated to be held virtually through Zoom.*