

AASHTO Subcommittee on Right of Way, Utilities, and Outdoor Advertising
Technical Council on Utility Project Scoping and Coordination
(http://rightofway.transportation.org/Pages/UtilityScoping_Coordination.aspx)

Meeting Minutes

June 8, 2017

1:00 PM to 2:30 PM EST

Purpose: The purposes of the Utility Project Scoping and Coordination technical council (TC) are to:

- allow people who have an interest in utility project scoping and coordination for highway projects, to meet and share ideas;
- use pertinent ideas to assist the Subcommittee in planning future work efforts, research and conference development;
- and promote the TC's interests and ideas in the Transportation profession.

Introductions: See list of attendees

Current Items:

- **TC SUE Subcommittee Update**
 - This group will be working with the group that's working on the ASCE 38 update.
 - John has gotten some paperwork on the scope of services, but it is not finalized yet.
 - He is still working on this and is accepting comments -- ask John for copies.
 - Let John know if you want to join the committee.
- **ASCE 38 - SUE Prequalification Update**
 - Intent of ASCE is to get a new Scope of Work out in 2018.
 - The committee is still open for comments.
- **Primary Skills of a Good Utility Coordinator**
 - Nothing new was reported at the meeting but Kenny gave a good presentation at the conference about it.
 - Kenny and Cesar are looking at ways to increase the skills and pay for Coordinators.
 - Goal is to come up with a national certification for utility coordinators.
 - We talked about a matrix for required skills for UR Coordinators.
 - Minimum # of hours of training
 - Develop training modules
- **Training Development Update**
 - Nothing new was reported at the meeting.
 - Working with Ken Leuderalbert on new FHWA training (5-6 modules being developed). These are being reviewed now. Lots of good information on documents and agreements required by FHWA for utility coordination.
 - NHI class is still being taught -- MD and OH in the next couple of months. Class is \$400 per person and need a minimum of 20 people. Colorado is doing a day session later this month (not NHI class, but a collection of info).
- **Study Utility Conflict Impacts during Road Project Construction**
 - Nothing new was reported at the meeting.
- **Utility Coordination in University Curriculum**
 - Nothing new was reported at the meeting.
 - Cesar has done research on this and could not find a Utility Coordination curriculum that exists nationally.

- **Cost Estimation Training**
 - TC plans to ask AASHTO to do a larger scale survey to determine if DOTs collect cost data.
 - PADOT -- does not collect, Kentucky -- collects only budget info, WYDOT -- does not collect anything, TXDOT also has issues determining cost estimates,
 - Check to see if research is being done for this. If not, should we do a survey within our TC?
- **Utilities Around Structures**
 - AASHTO Conference a couple of years ago -- Guy brought in a contractor that discussed utilities on larger construction projects. This was a good session and had some good discussions.
 - Larry said PA has projects that have utility poles/lines next to or crossing over structures. Sometimes a temporary move is used to clear the project area and then the utilities go back to their original location. Aerial utilities diagonally crossing over the structure -- causing clearance problems over structures.
 - Gus said TN is having problems with bridge replacements -- 3D modeling is making this better, problems with vibration from equipment.
 - Keri said Wyoming allows utilities to attach to structures and is having trouble getting information from utilities when need to relocate.
 - Heather had a bridge replacement project with a lot of utilities around it. There was no place for them to go. They had to do a temporary loop around and then went back to their original location.

New Items:

- Items from the AASHTO Conference
 - Skills of a good utility coordinator -- really good session: goal was to lay a foundation. Kenny would like feedback on this topic – Was anything missed? What else is needed? What are salary ranges for a good utility coordinator?
 - Need to have more 3D modeling topics at next year's conference.
- Assisting the Subcommittee
 - What else can we do to help? Larry will discuss this with Nelson.
- Research Ideas
 - Since 2013, the TC submitted nine requests for research ideas.
 - three 20-07 proposals had funding approved
 - three 20-07 proposals did not have funding approved
 - three 20-05 proposals did not have funding approved
 - We would like to have two or three 20-07 requests to submit/resubmit this fall.
 - The requests must be prioritized before they are sent to the Subcommittee.
 - Kenny requested that the 2nd proposal on 20-07 (An impact and value analysis of requiring utility installations to specific geo-spatial locations and provide accurate as builds) be revamped and resubmitted. It might be resubmitted jointly with the Accommodation and Safety TC.
 - Please submit any new research topics to Larry and Keri by, Friday, June 30th. They will send the list of new research topics out after the 30th to see which ones the TC would like to continue working on.
- State and Federal utility manual/publication updates
 - Not all of the manuals have been updated for years. Need to find out from FHWA if they have plans to upgrade these manuals. Updating these manuals may need to be submitted as a research proposal. Need to use an outside consultant to get these rewritten in a timely manner.

New Topics

- There were no new topics.

Actions Items:

- **TC SUE Subcommittee Update** – John will work on finalizing the scope of services. Still finishing this up. Ken Kerr and Jim Anspach are working on this committee. Please submit and comments to them.
- **ASCE SUE Prequalification Update** – Please review the report to make sure everything makes sense and do not wordsmith it. You can send comments back to Paul Scott.
- **TC's Webpage** – Larry will work with AASHTO on getting it updated. Still trying to get this updated with the new changes to the website
- **Cost Estimation** – Keri will ask Cesar if any recent surveys or research has been done on.
- **Outdated Manual/Publication** – Larry will see if the FHWA has plans to update theirs.
- **Assisting the Subcommittee** – Larry and Keri will discuss this with Nelson.
- **Research Requests** – They are due to Nelson by the end of September. New topics should be sent Keri and Larry by Friday, June 30th.
- **Annual Report** – It's due in January. All updates need to be received by the end of the year.

Future Meetings: The proposed meetings for 2017 will be on September 14th and December 14th (the second Thursdays of the months) from 1:00 to 2:30 EST.