

AASHTO Subcommittee on Right of Way, Utilities, and Outdoor Advertising
Technical Council on Utility Project Scoping and Coordination
Meeting Minutes

March 17, 2016
1:00 to 2:30 EST

Purpose: Review the purpose

Introductions: 20 of 40 members in attendance (Attending members are highlighted on the attached TC member list.)

Current Discussion Items:

- TC Subcommittee Update
 - John Midyette has continued to gather information from additional agencies. John suggests that we start reviewing the data gathered. He plans to start a review of the data and a cursory analysis for consistencies and commonalities.
 - The TC Subcommittee will cooperatively work with the applicable ASCE work. This group will also provide comments and otherwise support the ASCE SUE and Mapping standards when those standards are roughed out. They got 17 to 18 different scopes and the ASCE scope is out (they kept in general).
- ASCE Institute Activities
 - Jim Anspach provided a report on many activities of the new ASCE Institute. Jim expects that this TC will be asked to review and comment, and the TC has agreed to contribute. Activities noted include:
 - SUE Prequalification Update – It is in draft ASCE document.
 - Utility Infrastructure Mapping – An RFP is being developed and the TC will continue to be updated.
 - SUE Mapping Scope of Work Standards are being drafted out of ASCE – The draft of these standards will be provided to TC for review.
 - ASCE As-Built Standard is being developed – The draft of these standards will be provided to TC for review.
- Utility Coordination in University Curriculum (6 or 7 universities interested)
 - ASCE has a new institute and the plan is to develop utility coordination training.
 - ASCE National Certification Programs being developed for universities.
 - Local community colleges targeted with ASCE effort.
 - Design Build Projects Utility Coordination Curriculum for Masters Programs.
- Training Development Update
 - Kenny Franklin is teaching and NHI course for utility coordinators. He has been polling subject matter experts about interest in additional utility coordination training. FHWA and NHI are considering the development of online training courses on the Utility Conflict Matrix and SUE / Locating Technologies.
 - It will be discussed at the AASHTO conference in Orlando.

- Cost Estimation and Scheduling Training
 - The Gus Amali has interest in training that covers cost estimating and scheduling. FHWA Ken Leuderalbert concurs that this is valuable. We need to explore this subject further, and recommend action once we have a good idea of whom could offer and what we the scope would include.
 - Kenny F. is working on agreements for reimbursement and is planning to have training nationally.
 - He's working on developing a web based course for agreements, plans and estimates.
 - It should be ready by the summer of 2017.
- Study Utility Conflict Impacts during Road Project Construction
 - This was included in the review.
- Study Impacts of Railroad Property Rights / Processing Fees
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- Define primary skill sets, expertise, etc. of a good utility coordinator
 - Kenny will be part of the training
 - Estimation might be part of the training.

New Discussion Items: No new items.

Actions Items: Prepare for the annual conference in Orlando.

Future Meetings: March, June, October, December 1:00 PM to 2:30 PM EST