## DISTRICT 8 ASHE PRESENTATION
## APRIL 7, 2017

# ASHE Presentation
# The Road to PS&E

**April 7, 2017**

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*Engineering District 8-0*

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## *District 8-0 Environmental*

- Environmental Commitments and Mitigation Tracking System Report – Design Matrix
- Environmental Commitments and Mitigation Tracking System Construction Tracking Signature Sheet
- District has templates that are typically provided at CE document approval <u>or</u> can be started prior
- The Matrix is the working document that drives integration in final design

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## District 8-0 Environmental

CE Expert System– updated to allow multiple BRPA matrix in one package document

MPMS Projects

| Lock? | MPMS Status/Title | District/County | MS No. | Description |
|---|---|---|---|---|
| ☑ 94848 | Active / Pleasant Valley Rd Br. PM | 08 / Lancaster | 0222 / 052 | US 222 over BR 1013 (Pleasant Valley Road), West Earl Township; Bridge Preservation |
| ☐ 100004 | Active / Pool Road over US 222 PM | 08 / Lancaster | 1072 / 001 | Bridge preservation on State Route 1072 (Pool Road) over US 222 in West Earl Township. |
| ☐ 100005 | Active / Miley Road over US 222 PM | 08 / Lancaster | 1074 / 001 | Bridge Preservation, State Route 1074 (Miley Road) and BR 1076 (Peach Road) over US 222 in West Earl Township |
| ☐ 100003 | Active / US 222 S/Glenwood Rd Br. PM | 08 / Lancaster | 0222 / 064 | Bridge preservation , US 222 Southbound over State Route 1049 (Glenwood Road) in Ephrata Township. |
| ☐ 100006 | Active / US 222 /Glenwood Rd Br PM | 08 / Lancaster | 0222 / 065 | Bridge preservation , US 222 Northbound over State Route 1049 (Glenwood Road) in Ephrata Township. |
| ☐ 101123 | Active / Kramer Mill Rd over US222 PM | 08 / Lancaster | 1002 / 001 | Bridge Preservation, State Route 1002 (Kramer Mill Road) and BR 1080 (Mother Church Road) over US 222 in East Cocalico and Ephrata Township |

*The last time MPMS data was added or refreshed was on Wednesday, 25 January 2016 10:42 AM.

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## All about ASTA

- ASTA Schedules should be updated in the Portal by the 20th of the month with progress anticipated through the end of month or 1st of following month. PM runs reschedule of project by 3rd so it can be included in Central Office reports.

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## All about ASTA

- Local projects require ASTA schedules
- Use the Notes text box in the edit project screen in portal to convey information if project is on hold or explain negative float by means of a abbreviated recovery plan
- When progress is accepted in portal after 4/1/17, the default date needs moved to 3/31/17 or 4/1/17 because the system defaults to 4/30/17. - if incorrectly done the portal will not show tasks properly

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## All about ASTA

Project schedules can be created from templates or previous schedules

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## Cost Containment

District needs cost containment estimates at these milestones, provide construction cost estimate to District PM

| Cost Containment | | | | | Milestone Estimate | | | |
|---|---|---|---|---|---|---|---|---|
| Cost Breakdown | Program Amount (Department Approved Amount) | Engineering: Environment Scoping Field View (By team) | Final Design Field View (M in 2 weeks) | Design Review | Project Team Prefinal PS&E | Project Team Final PS&E Estimate | District Final Estimate (PS&E to C.O.) | Bid Amount |
| Date of Cost Estimate | 10/9/13 | 10/9/14 | 8/21/15 | 9/14/16 | 1/13/17 | 3/13/17 | 3/27/2017 | |
| Preliminary Design | $25,000 | $25,000 | $100,000 | $80,000 | $80,000 | $80,000 | $80,000 | |
| Final Design | $50,000 | $50,000 | $125,000 | $125,000 | $125,000 | $125,000 | $125,000 | |
| Utilities | $10,000 | $10,000 | $10,000 | $80,000 | $130,000 | $130,000 | $130,000 | |
| ROW (Appraisals & Acquisitions) | $10,000 | $10,000 | $10,000 | $10,000 | $10,000 | $10,000 | $10,000 | |
| Base Construction Cost | $800,000 | $800,000 | $2,500,000 | $3,000,000 | $3,000,000 | $3,000,000 | $3,000,000 | |
| a.) Constr Engr 12% | $96,000 | $96,000 | $300,000 | $360,000 | $360,000 | $360,000 | $360,000 | |
| b.) Constr Mgmt | | | | | | | | |
| c.) Constr Services | | | | | | | | |
| d.) State Police | | | | | | | | |
| e.) Railroad agreement | | | | | | | | |
| f.) Other reimbursable agreement costs | | | | | | | | |
| Total Construction Cost | $896,000 | $896,000 | $2,800,000 | | $3,360,000 | $3,360,000 | $3,360,000 | $0 |
| TOTAL PROJECT: | $991,000 | $991,000 | $3,045,000 | | $3,705,000 | $3,705,000 | $3,705,000 | $0 |
| Scope: | Reconstruction | | Reconstruction | | | widening reconstruction | | |
| Comments: | who scoped this | | | | | | | |

rev 2016 To: Anthony Berger, Dave Holcombe cc: John Kennedy, Steve Moore, Doug Knoll, Nathan Walker

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## DM-3 Labeling

The recommended naming convention for roadway CADD Design Files is as follows:

FORMAT: ccssssxxx.ttt

cc = County Number, two digits
ssss = State Route Number, four digits
xxx = Section Number, three digits
ttt = File Type, three digits

FILE TYPE:

.TY* - Title and Typical Section Sheets
.SU* - Summary, Tabulation and Form 407 Sheets
.PL* - Plan, Profile, Index and Plot Sheets
.MC* - Signal, Traffic Control and Miscellaneous Sheets
* - Can only be 1 digit or character

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## Bridge Unit Submissions

- Send all structure deliverables to Design PM
- Electronic / PDF submissions preferred
- Final structure computations turned in with PS&E submission
- Proteam approach to resolving problems

## Bridge Work Over Winter

- 13 Feet lane width desirable if over winter for staged construction
- Wing plows are common on PennDOT trucks
- Maintenance does not like to modify plow blades in order to pass through construction zones

## Traffic Related - Submissions/Approvals

Work Zone Traffic Control

- Guidelines – Review of the Traffic Control Plan and MPT Narrative, and RULD's is still a timely process.
  - District traffic unit has WZTC guidelines that are updated frequently, last updated November 14, 2016
  - If a Temporary Traffic Signal is included as part of the WZTC, the Temporary Signal must be included in the MPT/TCP Submission review so the WZTC Section can get a full understanding of the project staging.

## *Traffic Related - Submissions/Approvals*

Traffic Signal Plans

- Once the Signals Section has reviewed and given preliminary approval, get Municipal signature on:
  - TE forms
  - Traffic Signal Permit Plan
  - Traffic Signal Construction Plan
- ADA Curb Cut Ramps, Landings, etc… must be considered early in the Signal Design/Layout.

## *Traffic Related-Submissions/Approvals*

**Final Approval**

- District Traffic Engineer reviews/approves all Traffic related submissions at one time. Submit traffic **13-20 WEEKS** prior to PS&E based on complexity of project
  - Maintenance & Protection of Traffic Narrative / Traffic Control Plan
  - Road Users Liquidated Damages
  - Traffic Signal Plans - Permanent & Temporary **(20 weeks Prior)**
  - Signing and Pavement Marking Plans
  - Traffic Management Plan – **(20 Weeks prior)**
- Need to factor in reviews by District and Municipal meetings into your Schedule.

## *District 8-0 Process Minor Projects*

- Line & Grade and Typical Section Approval – **NOT REQUIRED**
- DFV Submission – **NOT REQUIRED**
- Design Criteria Matrix (DM 1-C, Figure 3.3) – REQUIRED
- DFV Meeting on Site w/Plans – REQUIRED
- District Design/Safety Review – REQUIRED

## District 8-0 Process Moderate Projects

- Line & Grade and Typical Section Approval – REQUIRED
  - ✓ District Approval (DM 1-C, Figure 3.4)
- District Design/Safety Review – REQUIRED
- DFV Submission – REQUIRED
  - DFV Report
  - DFV Plans
  - Design Criteria Matrix (DM 1-C, Figure 3.3)
  - DFV Submission Plan & Report Checklists (DM 1-C, Figures 3.5 & 3.6)
- DFV Meeting – REQUIRED
- DFV Approval – REQUIRED
  - ✓ PennDOT Oversight – District Approval (DM 1-C, Figure 3.7)
  - ✓ FHWA Oversight – Central Office & FHWA Approval

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## District 8-0 Process Major Projects

- Line & Grade and Typical Section Approval – REQUIRED
  - ✓ District Approval (DM 1-C, Figure 3.4) - Independent Review
- District Design/Safety Review – REQUIRED (include CO & FWHA at Mtg)
- DFV Submission – REQUIRED
  - DFV Report
  - DFV Plans
  - Design Criteria Matrix (DM 1-C, Figure 3.3)
  - DFV Submission Plan & Report Checklists (DM 1-C, Figures 3.5 & 3.6)
- DFV Meeting – REQUIRED
- DFV Approval – REQUIRED

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## Design/Safety Review

- Committee meets every Wednesday @ 9AM
- Committee is not the Project Designer - Consultants need to bring solutions/recommendations to Project issues.
- Design/Safety Review Meeting Minutes:
  - Confidential and not subject to discovery in tort litigation proceedings.
  - Only to be shared with persons directly involved in the design process who have a need to review these minutes.
  - District Cover Sheet must be attached to **all** copies, including those in Consultant's files.
    - ✓ Get a copy of the current District Cover Sheet **every time** from the District PM.

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## Right of Way

- Not much has changed other than the Right of Way Administrator– Rich Reisinger P.E (Acting)
- Final Right of Way plans are still submitted on Mylar
- District guidelines for submissions are available
- Schedule DM3 Plan check prior to submitting final ROW plans

## Utility

- If there are Fed $$ in the utility phase, determine if the 4232 has been approved BEFORE issuing the authorization to incur engineering costs (PE) letter to the utilities
- The lack of a 4232 means that PE **CANNOT** be issued. If it has not been approved, discuss this with the PM.
- Either the PM or District Utility Administrator will take care of the 4232 and will inform team when it is approved.
- This will keep all of us in compliance with the Federal requirements.
- The new incentive/disincentive cost sharing policy contains several moving parts. Discuss the appropriate Utility Unit contact if you have questions.

## Utility

- Per DM 1C Chapter 3 Section 3.5.K the SUE Utility Impact Form is to be completed for all projects
- Consultant's scope is to maintain contact with Utility Unit throughout the design phase. This does NOT mean that the delivery of the 419, all of the 4181s, relocation estimates, designs, incorporation requests, etc. in one big shoe box when you deliver the PS&E package.
- When you receive these forms, etc. make sure that they are correct and constructible. THEN send them to Utility Unit for processing.

## *Utility Unit Contacts*

- Karl Wink 717-705-6205 kwink@pa.gov
  - o District Utility Administrator
- Joel Cross 717-787-7140 joecross@pa.gov
  - o Dauphin, Lancaster and Perry
- Dave Kirkpatrick 717-787-3395 dakirkpatr@pa.gov
  - o Adams and York
- Scott Smith 717-787-4729 scasmit@pa.gov
  - o Cumberland, Franklin and Lebanon

## *Stormwater Committee Agendas*

Two Stormwater Meetings for NPDES permitted projects

- Stormwater Committee Design Review
- Pre-Stormwater Control Measure (SCM) Meeting once project is in construction, and as the Contractor prepares to construct Stormwater facilities.

## *Stormwater Committee Design Review*

- Present an overview of the project
- Methodology of how the stormwater features were developed
- Present the Stormwater Management and Post Construction Stormwater Management Plan (PCSM) features and discuss how they function.
- Discuss annual maintenance requirements for the Stormwater Control Measure (SCM) features, maintenance access, general notes and special provisions.
- Discuss if any local agreements are necessary for maintenance and ownership of SCM features.
- Determine if follow up meetings with Committee are required, and when they should occur.
- Prepare minutes and distribute to attendees and Committee members.

## *Pre-SCM meeting in Field Office*

- Introductions
- Design Consultant present PCSM features/functions
- Design Consultant discuss maintenance requirements for SCMs during construction.
- Point out critical construction stages for SCM
- Questions or Concerns Contractor has for Design Consultant
- Contractor Present PPC plan, formal submission via sharepoint.
- Design Consultant prepares minutes and distribute to PM
- Design Consultant reviews PPC Plan and responds with comments/approval via sharepoint.

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## *PS&E Submission*

- (2) ½ size including also plans for final PS&E, and sealed full size title sheet
- Once PS&E is submitted allow contract management unit to review design items and specifications prior to making any changes
- After receiving Contract Management review comments, revise plans as necessary

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## *EDMS Plan Sheet File Naming Convention*

- **Final PS&E full size electronically generated plan sheets - labeled per DM-3 Appendix A**

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## *PS&E Submission*

Assistance during the Advertisement period.

- Consultants can assist the District by remembering to check questions in ECMS when they are submitted.
- The PM and Contract Management Unit need the timely input of the Consultant Team to formulate a reply.
- **Let the PM and Contract Management Unit know if you need time to develop the response.**

- Contractor questions must be asked by 11:00AM - 3 days before Let Date.
- PennDOT has until COB – 3 days before Let Date to publish Addendum.
- Contractor questions must be answered by COB - 2 days before Let Date.

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## THANK YOU

**?? QUESTIONS ??**

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