Ted Walls,

Roadway Design Unit
Staff Meeting Minutes
May 23, 2007

Cross Sections by Pattern Lines (Ted Walls)

Ted discussed the forthcoming transition from conventional cross-sections to 3D modeling. His group will begin re-writing the criteria files in July to accommodate providing the 3D modeling to the contractors. It should take about a year to complete this task. With the new criteria, Project Manager will be utilized in place of input files. Graphical information on the plan sheet will be used to draw the cross-section template. For example, the criteria will read where the edge of pavement is from the design file. The new criteria files will work with the current levels, etc, and the transition from the old to the new should not be as involved as the transition from V7 to V8. Also, there will be far less hand manipulation of the cross-sections. Ted's group will continue to support the old criteria files.

During the preparation of these new files, Roadway will begin cutting cross-sections by pattern line instead of by increments. Ted had a handout to explain the process on how to use pattern lines and included examples. This information will be given to the employees during their upcoming classes on plan preparation and hearing maps. The Private Engineering Firms will be notified as well. Ted explained that doing cross-sections by pattern lines would generally increase the number of cross-sections by 25%.

Ted's group will initially produce the models generated from these cross-sections. Jay pointed out that these models were for the mass grading operation, and not for fine grading.

Time Entry – Time Sheets (Jay Bennett)

The requirements for what time sheet information we turn in to the office has changed. We need to turn in the timesheet assistant spreadsheet with the document # from ZTE1 typed in the remarks section. This should be signed and turned in. The employee will still have to enter time into the ZTE1 and run zedit. However, the ZTE3 and ZHR1 will not be required any longer.

There is a program being developed that will enable the information from timesheet assistant to be copied and pasted into ZTE1 and should be available soon.

The front office will now run the ZHPAY and have the project engineers sign it.

Roadway Design Staff Meeting Minutes
May 23, 2007

Post Let Field Inspection (Ron Allen)

There is a new initiative for top level managers to periodically go on-site and inspect major projects during construction. As a result of this, there has been a recommendation to hold post-let field inspections on projects that exceed $25 million in construction costs. The idea is for Roadway to set up this meeting, and invite the same personnel that are invited to the pre-let field inspection. The Roadway Project Engineers agreed that the Division Construction Engineer should set up this meeting, the agenda, and attendees. Ron will relay this to Debbie. Also, a question may be added to the pre-let field inspection questions about when the post-let field inspection may be held, and if more than one may be necessary.

STaRS

Ron stated that there is a new item on Roadway Design's web page related to STaRS. It includes the STaRS User Group Meeting minutes, Activity Confirmation guidelines, a link to the STaRS web page, high-level work center numbers, and Roadway Design work center numbers. A FAQ (Frequently Asked Questions) section will be added soon.

Open Discussion

A question was asked regarding the Project Engineers' ability to add left-overs since they do not have spacing requirements. It was suggested to refer to the Median Crossover Guidelines, ensure there is sufficient distance for deceleration and turn lanes, and speak with Division construction and right of way personnel prior to adding a left-over.

It was noted that Service Awards have not been done in a while. The Project Engineers will check with their folks and let Hapsy know if a service award is needed.

It was noted that there are folks charging to vacation and sick leave who do not have the enough time to do so. The Project Engineers should check their employees' time. Jim has a database that he uses to keep track of time, which is available for all to use.

Minutes Prepared by: Cathy Houser, PE
Minutes Approved by: Jay Bennett, PE

Signature _____ Date 6/25/07

CROSS SECTION BY PATTERN LINES

5/23/07

The following are guidelines and recommendations of the location where cross sections should to be cut on a project to provide the minimum information necessary to produce a surface model and/or a proposed TIN of the design. Cross sections locations should be established by the placing of *Pattern Lines* and not by station increments as is the current practice. These additional X-sections will provide the necessary information in the transition period required for a complete rewrite of the design criteria files. Upon completion of the new criteria files, the cross section location guidelines and procedure will be reevaluated.

Cross Sections

1. Draw Pattern Lines by Station Range: Even 50' Sta. Increments or station increment as determined by project situation. (evaluate for relevance after the placement of the recommended additional X-sections.

Additional X-Sections pattern lines:

2. All Pavement Transition Points: Basically any place the pavement widens, narrows, tapers in or out or has a width transition should be picked up with an additional pattern line for a x-section.

3. Retaining walls:(Begin, end, angle & transition points)

4. Horizontal Control Points (ST, TS, PT, PC, etc.)

5. Centerline of Box culverts or large streams

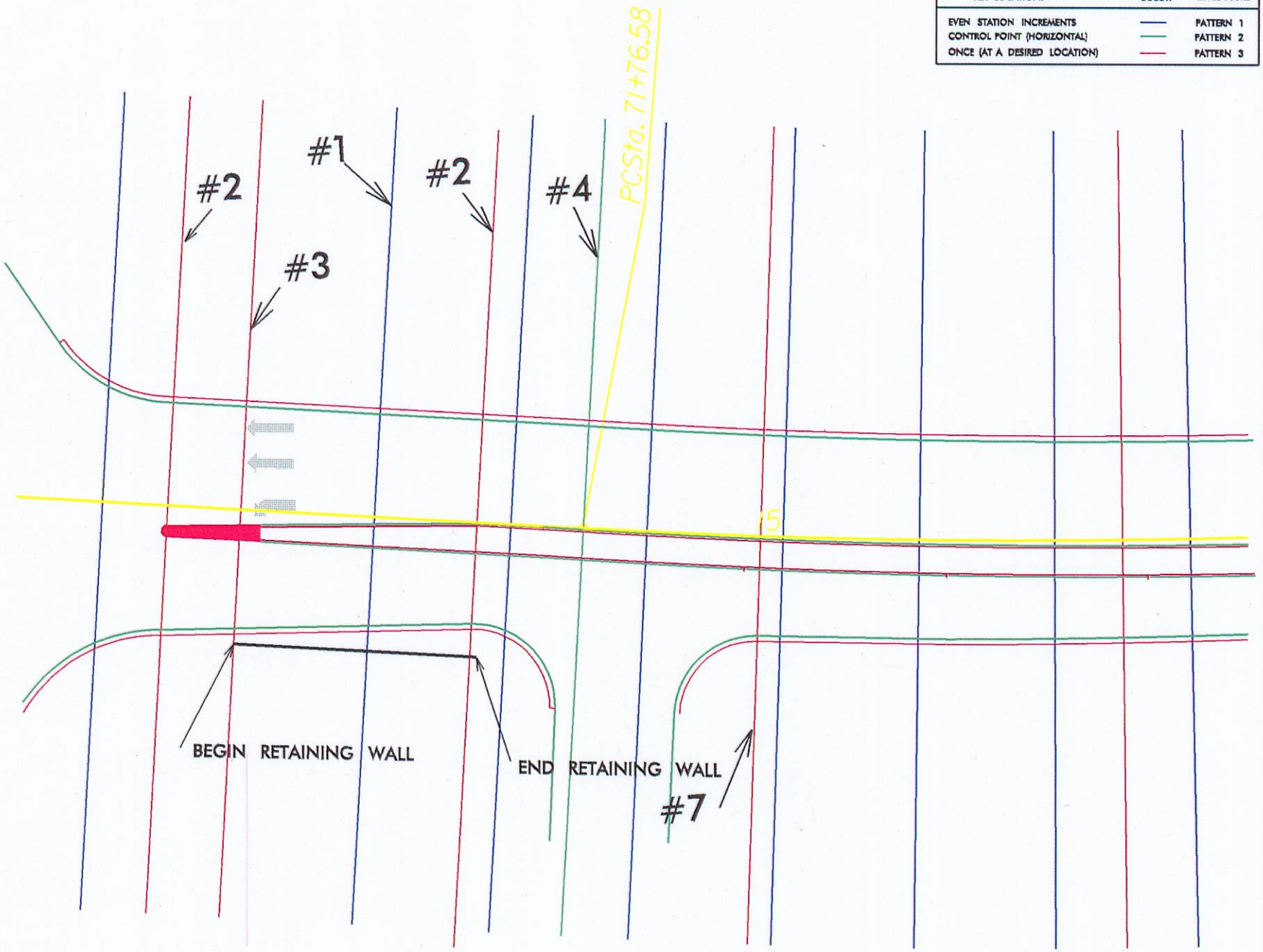
6. Bridge Ends

7. Ends of Radius at Intersections : At both -L- and -Y- Lines.

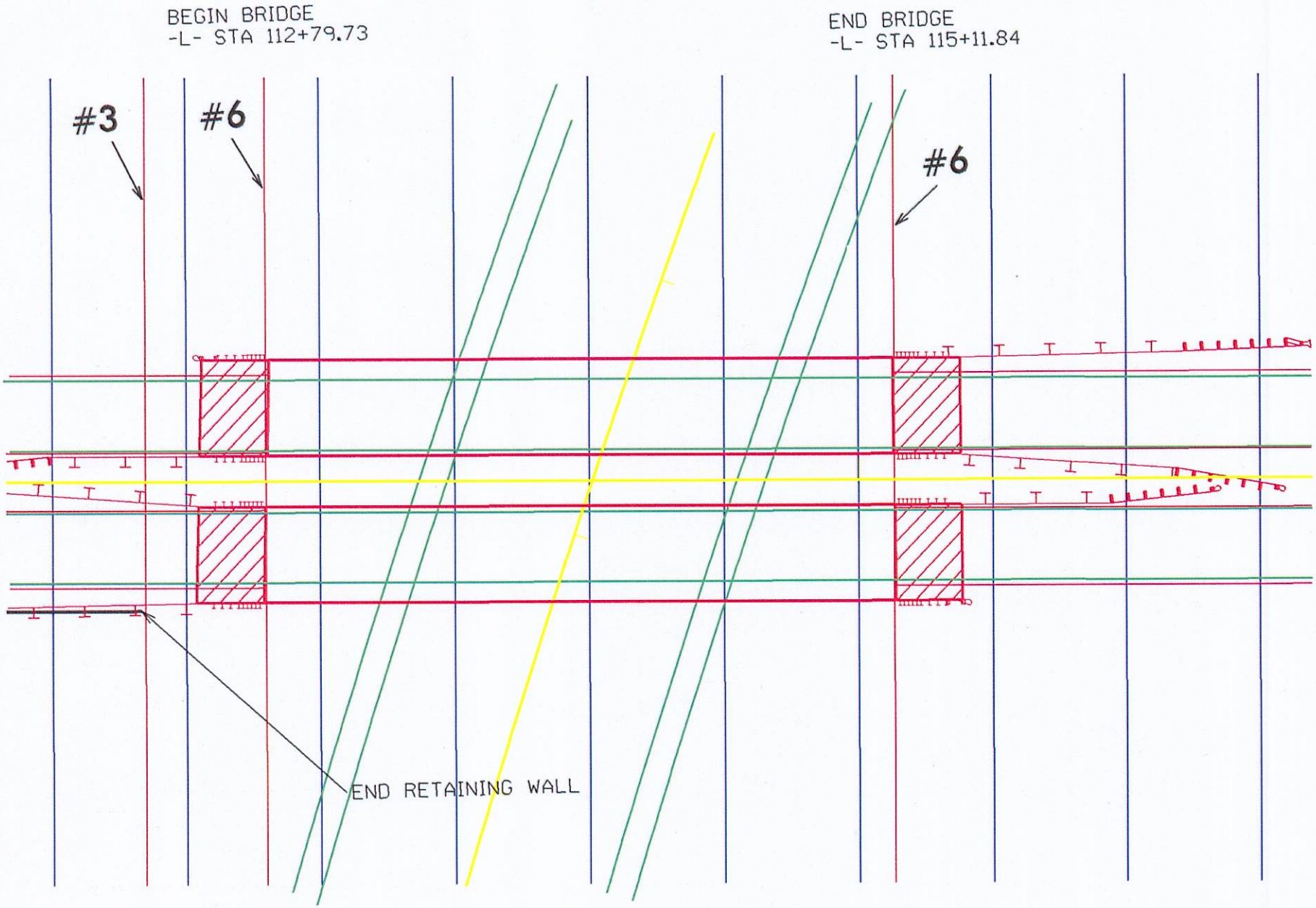
8. -L- line & Ramp gore areas (cross section perpendicular to both).

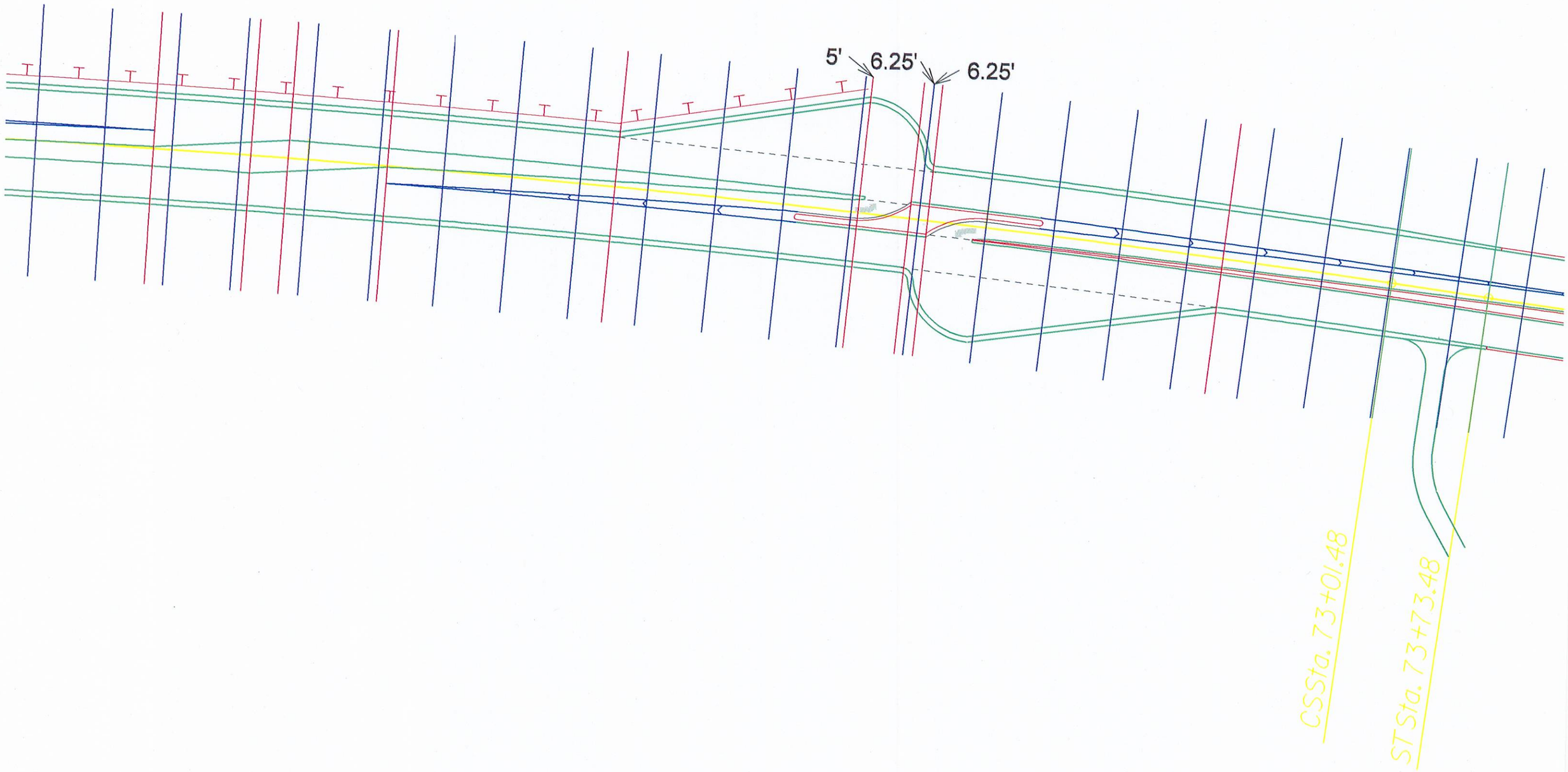
After the additional X-sections pattern lines have been placed, the pattern lines placed by station range should be evaluated for proximity to the additional pattern lines. If the station range pattern line is within 10'+/- of an additional pattern line, then the station range pattern line may be eliminated. The additional pattern line info should always take preference.

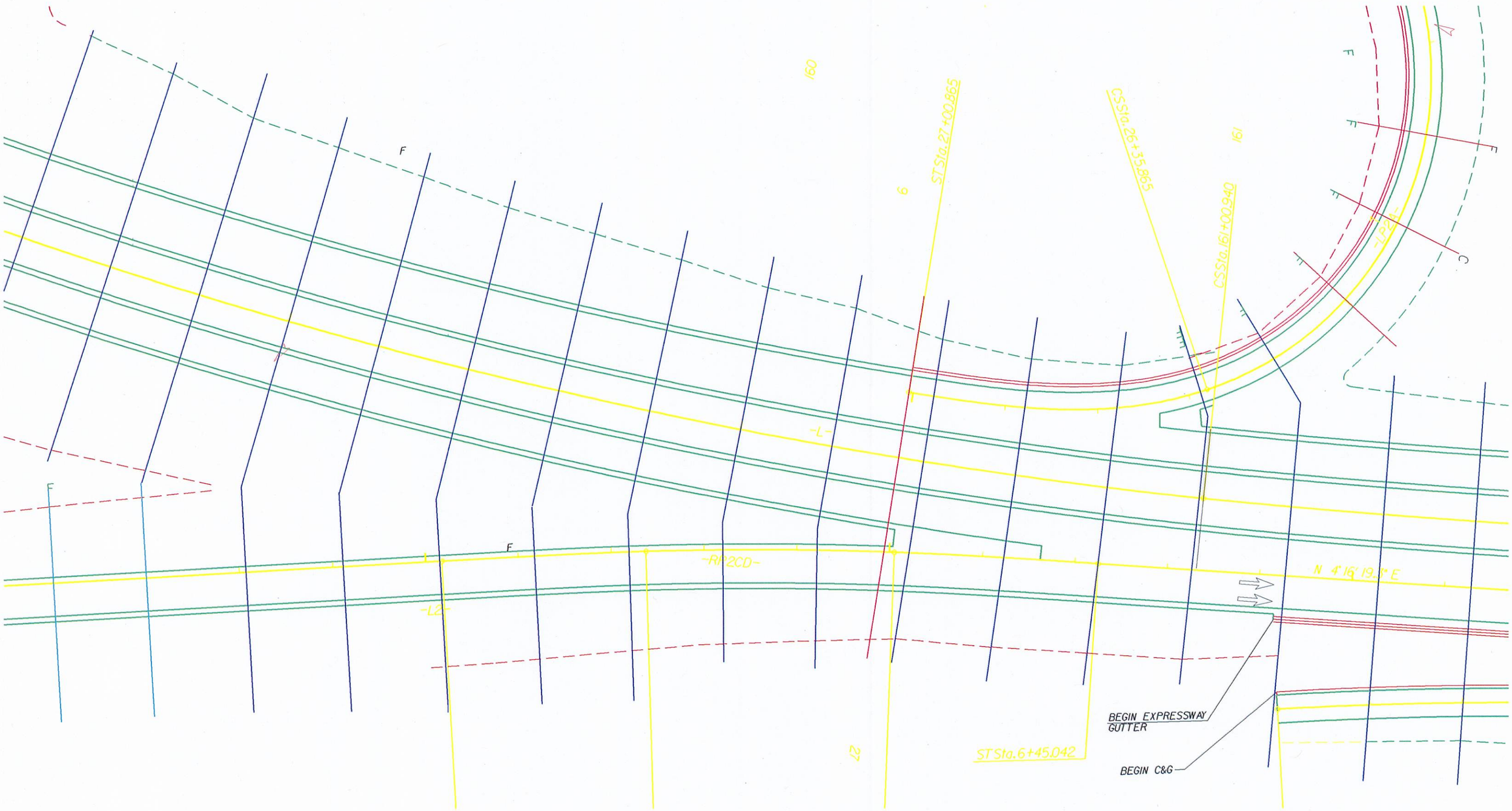
KEY LOCATIONS	COLOR	LEVEL NAME
EVEN STATION INCREMENTS		PATTERN 1
CONTROL POINT (HORIZONTAL)		PATTERN 2
ONCE (AT A DESIRED LOCATION)		PATTERN 3



KEY LOCATIONS	COLOR	LEVEL NAME
EVEN STATION INCREMENTS		PATTERN 1
CONTROL POINT (HORIZONTAL)		PATTERN 2
ONCE (AT A DESIRED LOCATION)		PATTERN 3




5'
6.25'
6.25'
CSSta. 73+01.48
ST Sta. 73+73.48



160
6
STSta.27+00.865
CSSta.26+35.865
161
CSSta.161+00.940
-LP2A-
-L-
-RP2CD-
-L2-
N 4°16'19.3" E
BEGIN EXPRESSWAY GUTTER
BEGIN C&G
STSta.6+45.042
27