

Roadway Design Staff Meeting

Meeting Minutes

March 20, 2008

- **Use of Photogrammetry for the determination of final Earthwork Excavation Quantities** - Keith Johnston, PE, State Photogrammetric Engineer spoke on the process for using Photogrammetry for construction earthwork quantities. Memo dated January 18, 2008. Photogrammetry is requesting that Roadway Design represent this issue at the final Design and Pre-Let field Inspection. The following question will be added to both field inspection checklists: Is this project a good candidate for earthwork quantity determination using photogrammetric methods? Please refer to the handout from Photogrammetry for good project candidates and implementation of the revised process.
- **Lump sum Grading** - Cynthia Perry, PE, Project Services Unit
Calculations pertaining to the lump sum grading pay item for final plans should remain in the quantity calculation package (for cost estimating purposes). See Highway Design Branch, design manual, for lump sum grading guidelines. Chapter 11– 6.
- **Wheelchair Ramps** – Cynthia Perry, PE, Project Services Unit
Americans with Disabilities (ADA) accessibility guidelines requires NCDOT to place wheelchair ramps at intersection on projects with curb and gutter. This is required for all curb and gutter projects with and without the presence of sidewalk. Curb cuts in the curb and gutter will no longer be utilized. Also, detectable warning domes are required as part of the wheelchair ramp construction as depicted on roadway Standard 848.05.
- **Performance Metrics** – Transformation Management Team (TMT) Jay Bennett
The TMT Performance Dashboard Appraisal (PDA) system is an accountability tool for directors, managers and supervisors. Metrics, targets and weights for the State Roadway Design Engineer were shared with the project engineers. Unit heads and above begin using the new PDA system April 1, 2008. Managers and supervisors will start using the new system October 2008. Training for project engineers and squad leaders will be on May 22, 2008 and May 29, 2008 in the Roadway Design Unit Conference room.
- **Open Discussion** – Time coding rules were discussed on how to address holidays for employees who work four days a week. Please refer to the handout on *Time Coding Rules*.

Tony Houser will provide information to Project Engineers for establishing project PE funds.

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There were no safety issues.

Minutes Prepared By: Davidian Byrd

Minutes Approved By: Jay A. Bennett, PE

Original signed by Jay A. Bennett 5/12/08
Signature _____ Date _____

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