

# Research Implementation Committee Quarterly Meeting

Thursday June 26, 2008  
Thumper Pond – Otter Tail County, MN  
1:00pm-3:30pm

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## Attendees:

Mark Maloney, Chair, City of Shoreview  
Mike Sheehan, Vice Chair, Olmsted County  
Gary Danielson, Kandiyohi County  
Rick West, Otter Tail County  
Tom Colbert, City of Eagan  
Tom Behm, Mn/DOT, State Aid  
Cory Johnson, Mn/DOT Research  
Maureen Jensen, Mn/DOT Maplewood

Jim Grothaus, U of M/CTS  
Carole Wiese, Mn/DOT Research  
Clark Moe, Mn/DOT Research

Consultants/Presenters:  
Mike Marti, SRF Consulting Group, Inc.

Absent (International Pavement Conference)  
Rich Sanders, Polk County  
Rick Kjonaas, Mn/DOT, State Aid

*(Consultant absent portion of the meeting)*

## CHAIRMAN'S REPORT

### Review Agenda

A request was made to add the LRRB Outreach contract as an agenda/discussion item. No other changes were made.

### LRRB Outreach Activities Contract.

Cory Johnson and Tom Colbert led a discussion stating that the LRRB Outreach Committee, who met on June 25<sup>th</sup>, had the following recommendations for the RIC.

1. The upcoming RIC RFP incorporates a task (along with funding) to perform the Outreach Committee contract activities (web stories, newsletter articles, conf. Planning/attendance, etc.) as a stand alone task.
2. Extend the duration of the upcoming 2009/2010 RIC Consultant contract to include 2011 (rather than 2 years) to coincide with the duration of the previous Outreach Contract. A funding request of 200k for 2011 will need to be made to the LRRB.
3. Extend the existing LRRB Outreach contract to catch up with the cycle of the RIC Consultant contract.

The RIC Members overwhelmingly agreed that this was a logical approach due to the similarities between the RIC products and the Outreach activities. It was also mentioned that this will assist with streamlining the contracting process. Motion made and seconded (**Cory Johnson/Tom Colbert**) to move forward with this approach. (**Motion Passed**) Clark Moe and Cory Johnson to work out the contracting details.

### Approve Minutes

March 3<sup>rd</sup>, 2008 RIC meeting minutes were handed out and reviewed. Motion made and seconded (**Tom Colbert/Rick West**) to approve meeting minutes. (**Motion Passed**)

### **Schedule Next Meeting**

The next RIC meeting will be held on Wednesday, September 24<sup>th</sup> from 10am to 2pm at Mn/DOT in St Cloud. *(Since this meeting, the location has been changed to MnROAD due to the lack of room availability at MnDOT in St Cloud)*

### **Budget Review**

A 2007/2008 RIC Program budget was provided showing 92k available. Clark mentioned that these dollars need to be spent by February of 2009.

### **LRRB/RIC MORNING DISCUSSION RESULTS**

Mark Maloney led a discussion highlighting the morning discussions relating to potential RIC funding opportunities (2007/2008) that included a phase II for the current R/W Tool project (50-55k), and, consideration for the development of Pavement Design 301 as part of the LRRB's Pavement Roadmap. The following recommendations were made by the RIC.

1. Motion made and seconded (**Mike Sheehan//Maureen Jensen**) to expand the R/W Cadastral Tool effort from D4 to D3 as the next step toward statewide implementation.
2. Prepare a Pavement Design 301 proposal in time for a presentation during the September RIC meeting.

Clark to follow up with contracting/proposal preparations.

### **RIC EMAIL SURVEY RESULTS**

Clark led a discussion outlining the results of the RIC's voting preference from the list of completed LRRB projects (14) and local ideas (11). Clark also mentioned that another Local Idea came in to update the 1991 LRRB video titled "Do the Right Thing at the Right Time". The RIC commented that the creation of educational/informational materials would be timely due to the increased costs associated with fuel and the effects they may have on pavement selection options. The following recommendation was made by the RIC.

1. Clark to "right size" these voting results according to the previously determined Consultant Contract value limits and begin the RFP preparations.

All documentation is on file at RSS.

### **07/08 FUNDING DECISIONS – 09/10 PLANNING**

See recommendations above.

### **2005/2006 NON-CONSULTANT CONTRACT TASKS**

#### **Task 15 – BP Managing Roadside Vegetation Manual**

Rick West mentioned that chapter 5 of the Manual is still in editorial mode, and also that he expects that they will have a hard copy of the manual by the September meeting for approval.

### **2007/2008 NON-CONSULTANT CONTRACT TASKS**

#### **Task 8 – Bridge Management Tool**

Tom Behm mentioned that phase I of the tool is completed, and, that he and Petra Dewall from the Bridge Office presented the finished product to the Mn/DOT Management Team earlier in the spring. Tom also encouraged phase II of the tool to allow for additional functionality

including more accurate reporting information. Motion made and seconded (**Tom Behm/Gary Danielson**) to approve the tool as the final product. (**Motion Passed**)

*(Consultant present portion of the meeting)*

## **2007-2008 CONTRACT**

Mike Marti led a discussion reporting the status of each active task which was also summarized on the Quarterly Report SRF submitted to the RIC. Following is a brief summary:

### ***Task 2: Innovative Contracting***

- TAP meeting held April 4, TAP suggested surveying local governments regarding use of IC and alternate bids.
- Survey conducted and summarized included in report
- Report has been reviewed and edit by TAP, waiting TAP to send additional references to be included
- Alternate bids are becoming bigger issue, task to be expanded to outline process for local governments.

### ***Task 3: Rural Safety Workshop***

- All workshops have been conducted (136 total attendees)
- Summary of workshop evaluations were handed out and discussed. Very favorable.
- Summary of workshops will be presented at TZD Conference in Rochester this October.
- APWA magazine reporter featured an article on workshop and MNCMT (crash tool); written by SRF as part of their LRRB Outreach contract.
- Task is considered final.
- ***M/S/C: To approve the “Rural Safety Solutions Workshop” as final. (Rick West motioned, Tom Colbert seconded). Motion passed as approved.***

### ***Task 4: Pavement Rehabilitation***

- Pilot was conducted on June 25 (TAP, LTAP and several local agencies representative: Doug Haeder, Bob Kaytor, Tom Struve, Anoka County rep, Rod Rue, Joe Triplet, Virgil Hawkins). Received good feedback requiring minor edits.
- Edits are being made and final will be sent to Mn/DOT and LTAP soon.

### ***Task 11: Pavement Management***

- TAP meeting held on 4/9.
- Numerous PM systems were identified, decided to categorize by what is used in MN and others.
- Survey (via State Aid) of local agencies PMS use was conducted and summarized.
- List of “review criteria” has been drafted and reviewed by TAP

### **Task 12: Maintenance of Stormwater BMPs**

- TAP meeting on 4/15.
- BMPs separated into two groups:
  - those used in MN
  - those no longer used or newer with potential use but no history in MN
- Report outline/structure has been drafted and approved by TAP
- TAP meeting held 6/24, first two sections of report have been drafted and reviewed by TAP

### **Task 13: Guardrail Maintenance and Replacement Guidelines**

- TAP meeting held 4/29
- Draft outline/structure of report discussed and approved:
  - Provide a review of standards and resources
    - Purpose of guardrails/end-treatments
    - 'Review of State Aid Standards
  - Discussion of Current Issues
    - Change in ADT requiring guardrails
    - Lawsuits from overlay heights
    - Having contractors provide "installers" shop drawings (for future maintenance/repair)
  - Review of approved MN products
    - Guardrails
    - End treatments
  - Maintenance
    - Standards
    - Repair (decision tree)
  - Appendix
    - Standard plates
    - Maintenance policy template

### **Budget Status**

- The status of the budget was presented to the TAP meeting, based on the scoping meeting for the newer task (Task 11-13) the RIC approved to increase the contract by \$29,500.

***M/S/C: To approve the "Rural Safety Solutions Workshop" as final. (Mike Sheehan motioned, Tom Colbert seconded). Motion passed as approved.***