

TEO TTC Committee – Quarterly Meeting Minutes

May 7, 2013 - Arden Hills Training Center

CO Members:	Greater MN Members:	Metro Members:	Guests:
X - Ken Johnson X - Ted Ulven X - Michelle Moser X - Craig Mittelstadt X - Leigh Kriewall X - Bob Vasek X - Sue Lorentz X - Todd Haglin	- Jim Miles D1 X - David Mavec D1 - Todd Larson D2 - Jerilyn Swenson D3 X - Tim Janski D3 - Justin Knopf D4 X - Jeff Rieder D6 X - Luke Bourassa D6 X - Scott Thompson D7 - Brad Bruegger D7 X - Jeff Knofczynski D8 X - Mike Lownsbury D8	X - Tiffany Dagon - Heather Gardner X - Mike Engh X - Kevin Farraher X - Sheila Johnson X - Dave Tody - Jeff Gibbons - Ed Barrett - John McClellan	X – Ken Wenkel X – Pam Newsome X - Janelle Anderson X – Jolene Servatius

DISCUSSION TOPICS (Updates, new business, and questions for the committee):

Minutes from the February meeting:

The minutes and action items from the last meeting were reviewed and approved. Tim Janski will be added to the membership list for D3.

Retention schedule for work zone inspection documentation:

Pam Newsome spoke to the committee about record retention of Work Zone documentation and field inspection reports. Data involving WZ's is discoverable in the event of a tort claim. Regardless of the format; reports, pictures, and video, all have the same data issue. There is currently no specified retention schedule for WZ data and that led to some discussion of what is produced and how long it should be retained.

Construction projects have a more established process that utilizes the existing retention schedule of the data they produce. In Design, including the TTC plan, the Districts store everything in ProjectWise. This system stores not only data, but records who produces it, when it occurred, and retains previous versions. Some District Traffic Offices file inspection reports, photos, and videos here in addition to typically sharing them with construction. Construction maintains project files in accordance with their retention schedule. The data the District Traffic Office and OCIC shares with them would be retained in the same system.

In general, pictures and video can be a problem. Pictures of projects, but not specific to a certain job and most often used for training purposes, are not an issue. Likewise, a picture for a particular purpose may be shown and then disposed of. If pictures and video are used to document a project it shall include further documentation of where and when (date and time) it was produced and be tied to a project so will be kept under that retention schedule.

The discussion found less consistency in how Maintenance Work Zone documentation is handled by the districts. The nature of the work includes more WZ's but of shorter duration and more often using typical layouts from the field manual although often with modifications. The WZ is not usually tied to a project or control section number but typically to a particular Maintenance Supervisor.

Action items:

1. The Office of Maintenance will meet to discuss what data they produce, where it is stored, and how long it should be retained. Their business needs will determine much of what is to be retained but they will meet with Pam to assure that record retention protocol is followed.
2. The committee's task force looking into WZ crash reporting will also meet with Pam to further discuss WZ record retention.

TTC items included in Traffic Control – lump sum pay item:

Scott Thompson explained that D7 would like to include more disposable products into the pay item for Traffic Control Lump Sum. Inspectors have found it frustrating to be counting such minor items when they have other more important duties to be attending. It would also streamline the TTC plan development and save time with that process. They have tried including low cost items such as TRPM's and would like to add temporary tape striping, both of which usually are tabbed out with their own pay item. A few plans have been returned from CO due to this not being a statewide practice. D7 would like the committee to support their effort to include more items in the TC LS.

There was discussion and support both for and against this idea. In most cases the quantities of many items may be calculated with a high degree of accuracy. In other projects there will be stage changes and increases or decreases in the amount of work that will affect the quantities which would then be difficult to adjust for with a LS item.

Craig pointed out that TC contractors would not be in favor of this and it could lead to more disputes and claims that would negate any time savings. They have already seen this with the Interim Striping pay item that is now a lump sum and used to be a unit price. Replacement of these products may be an issue if there is not a specific way to pay for it.

Other options include paying for the disposable items with a standard cost noted in the 1404 section. A pilot project with all TC items included in TC LS could be attempted if CO would allow. D7 would like to continue the discussion so Task Force was established to look into this further.

Action Item:

1. A subgroup was formed to look into this matter further and decide how to proceed. The task force members are Ken Johnson, Ted Ulven, Tiffany Dagon, Luke Bourassa, Scott Thompson, Dave Mavec, Jim Miles, and Kevin Farraher.

Clarification of Layout 14, note 2, maximum distance of 3 miles TTC zone:

There has been a question regarding the limits of the 3 mile maximum distance specified on the layout mentioned above. A discussion of the layout and notes as well as a review of our other flagger layouts yielded a consensus of 1 mile maximum from each flagger sign. For this layout, the 3 mile total distance would be from the first flagger sign.

The discussion also brought forth a concern that the layout may be misused. Some crews have been referring to this layout as what they do for flagging. This is not a stand-alone layout as note 3 clearly states. It does not show the flagger station and taper devices. It was recommended that notes 1 and 3 be emphasized in some manner.

Action item: It is planned to review and update the Field Manual this summer. This layout will be reviewed for some note changes.

Threshold speed for Stopped Traffic Advisory IWZ system:

With IWZ systems becoming more common, it is more important that they present the motorist with a consistent message. In the case of a stopped traffic warning system, what is the threshold speed for displaying that message? Slow-downs in traffic speed do add to the queue through the shockwave effect. The discussion brought forth that 40 or 45 mph has been used with 25 being mentioned as a possible threshold.

Action item: The RTMC will be consulted to determine their threshold number and consider adopting it for our WZ operations so they are consistent with permanent applications.

Should Layout 2 indicate a buffer space?

Tim Janski brought forth a question from a contractor about why layout 2 does not show a buffer space. A discussion followed with Craig pointing out that typically the 1404 provisions delete note 1. The shoulder closure layout lacks specifics because it applies to so many situations. The particular project and roadway conditions must be considered when using the layout. A buffer space and additional devices may be added if desired.

Action item: Since the FHWA TA3 does not show a buffer space, we will not modify our layout.

Construction Information Sign update:

The much anticipated project to utilize some construction information signs is underway. Metro District's South Area has some very high impact projects on TH 35 and 35E. Metro Maintenance used Destination Innovation funds to fabricate and install the signs a month before and some distance in advance of the upcoming projects. This is beyond what is normally done to notify motorists of a future project. They will remain up past the completion and a "Project Complete" plate will replace the beginning/end date.

Action item: A market research study will gage the impact of these information signs and provide us with guidance on possible future use.

Design 8300C PPCB: Mash testing, deflection, anchoring in drop off situations:

Our current usage of PPCB has been based on the NCHRP 350 crash test that showed a deflection of about 30 inches. There is now a MASH test of this product that yields a deflection of 80 inches. Both tests used a 200 foot length of need. These crash tests are what is considered a practical worst case scenario. This means we must use engineering judgment and consider risk management with its use. The amount of deflection and nearby drop-offs should be considered when making anchoring decisions.

Action item: The chart showing deflection distances for barriers will be modified to show MASH results in addition to those from NCHRP 350. Guidance for using PPCB will be developed by this committee in the future.

New Products update:

An AFAD requested by D3 and a PCMS for D6 were added to the APL. There is also a ROSA AFAD that several members have seen at a trade show that may apply for inclusion on the list. There is a new sign detail sheet that clarifies the differences between a structural vs. a breakaway splice. It is now posted on our WZ Template website. Dave Tody reports still seeing Rib back posts used without the proper structure. They have not been crash tested when assembled to our u-channel detail. They must be installed according to their manufacturers crash tested design.

WZ questions and issues to bring to the Midwest WZ Roundtable discussions:

Questions were collected from the committee.

Action item: Craig and Ted will ask these questions and determine how other states are handling some common concerns.

Zipper Merge Layout Modification:

There was some discussion of modifying the Zipper Merge layout. The last set of signs before the taper is where the motorists should be merging during congestion. The sign on the side being closed may be changed from the merge arrow to just a "BEGIN MERGE" diamond sign. There is some interest to include the word "ZIPPER" on the sign.

Action Item: A new draft layout will be produced. The committee members will be able to vote on the layout they prefer. The preferred layout will be included in the next Field Manual update.

ADA compliant portable sign supports:

WZ signs mounted on H stands placed on a sidewalk are not ADA compliant since they are not detectable to the blind. Several solutions were discussed. A two by six wood frame could surround the stand or enough sandbags could be placed over the feet to provide detection. A square tube anchor could be used with posts but a 7 foot height would have to be achieved.

IWZ supplement to WZ SL Enforcement:

D3 uses cameras to monitor red light running. They are asking if they could use them, monitored by the State Patrol to charge people. The public could still dispute the ticket but we would get some benefit from the presence of such a system.

Action Item: D3 will check with their State Patrol to see if this is possible.

Round Robin:

- Leigh Kriewall says they are updating the Traffic Control Supervisor class for next year and would like the Districts to submit some plans and provisions that can be used as examples. Please send here the Traffic Control sheets or the project wise path.
- Sue Lorentz discussed detour sign stands. Our crash tested design has a 5 foot footprint and is unwieldy to use. Another state has one with a smaller stand but that is for a smaller sign panel that we usually use. We might consider using small signs?
- Dave Tody demonstrated a personal wearable light product. It could supplement the typical vest and pants we now wear at night.
- Todd Haglin is still investigating what OSHA is looking for in their directive to more actively inspect Work Zones. He says 3 districts are now using cone setting baskets. There is some concern with how much weight is being loaded on the front end of these trucks and how it affects the trucks handling and stability.
- Ken Wenkel distributed a checklist they are using for Work Zone Traffic Control Supervisors in their daily traffic control inspections
- Bob Vasek says they are buying 20 licenses for Cone Zone. They will evaluate and report to us on how it performs.

Next Regular Meeting: August 6, 2013 at Arden Hill Training Center Rm 10, 9:00 AM