2008 Branson
AASHTO Spring Meeting

Chateau on the Lake Convention Center, Branson, Missouri

Monday
May 5, 2008, 8:00 AM to 10:00 AM
Authorization – Legislative Teams, Windsor Room

May 5, 2008, 10:00 AM to 4:30 PM
Technical Meeting, Versailles Room

Tuesday
May 6, 2008, 8:30 AM to 12:00 Noon
Business Meeting, Versailles Room
Monday, April 14, 2008

Standing Committee on Highways (SCOH)

Dear Members:

The American Association of State Highway and Transportation Officials (AASHTO) will hold its 2008 Spring Meeting in Branson, Missouri. The Standing Committee on Highways (SCOH) will conduct its technical and business meetings on May 5 and 6, 2008. At this time we will say “Farewell” to Allen Biehler, PENNDOT Secretary for his service to SCOH these past two years since he will be assuming an officer position with AASHTO. Please note that the meeting times have been shifted from the usual Friday and Saturday format.

It is a pleasure to welcome SCOH’s new Chair, Amadeo Saenz, Executive Director, Texas Department of Transportation and former SCOH member. I ask you to join me in Branson as Chair Saenz “calls the meeting to order.”

Meeting materials are sent to you in this package however, the agendas and all information are also posted on the SCOH Meetings webpage. Additional meeting materials will be sent to you when available. Notices will be sent as new, updated or revised documents occur or they will be handed out at the meetings.

We value each member’s contributions to SCOH and would like to acknowledge members who will be changing their relationship with SCOH. Therefore, please notify Marty Vitale, if you plan to retire from your position in the very near future. Also, if you are unable to attend or will be sending a substitute/alternate, please advise Marty (mvitale@aashto.org; 202-624-5862).

VERSAILLES ROOM — CHATEAU ON THE LAKE
BRANSON, MISSOURI

Please Note Times for Meetings

SCOH AND THE AUTHORIZATION LEGISLATIVE TEAMS: MONDAY, MAY 5, 2008 — 8:00 AM TO 10:00 AM
SCOH TECHNICAL: MONDAY, MAY 5, 2008 — 10:00 AM TO 4:30 PM
SCOH BUSINESS: TUESDAY, MAY 6, 2008 — 8:45 AM TO 12:00 NOON

We look forward to an active and engaging meeting to advance our collective missions in these challenging times. We hope to see you there.

Sincerely,

King W. Gee, Secretary for SCOH
Associate Administrator for Infrastructure, FHWA
8:00 AM – 10:00 AM

I. PRESENTATIONS (SUGGESTED PRESENTATIONS – 5 MINUTES EACH) – ASSEMBLE IN THE AUTHORIZATION MEETING ROOM – WINDSOR ROOM

A. Authorization – Legislative Teams
1. Highway Programs .............................................................................................. Neil Pedersen, MD
2. Transit Programs ..................................................................................................... Ron Epstein, NY
3. Program and Project Development and Delivery .................................................. Deb Miller, KS
4. Metropolitan Mobility, Accessibility and Livability ............................................. Dave Ekern, VA
5. Freight Issues ........................................................................................................... David Cole, ME
6. Safety ........................................................................................................... Susan Martinovich, NV
7. Finance and Funding ............................................................................................. Will Kempton, CA
8. Research ............................................................................................................ Monique Evans, OH
9. Performance ........................................................................................................ Pete Rahn, MO
10. Intercity Passenger Rail ....................................................................................... Astrid Glen, NY

10:00 – 10:15 AM Break

10:15 AM (ASSEMBLE IN SCOH MEETING ROOM – VERSAILLES ROOM)

II. CALL TO ORDER ........................................................................................................ Vice-Chair Neil Pedersen, MD

III. INTRODUCTIONS – OPENING REMARKS ................................................................. N. Pedersen

A. SCOH Members, AASHTO Staff and Missouri Room Monitors .................................. N. Pedersen

B. New SCOH Member Orientation ........................................................................ Marty Vitale, AASHTO

IV. DISCUSSION

Authorization – SCOH’s Next Step .................................................................................. N. Pedersen

V. ROUNDTABLE DISCUSSION

What has your state done in response to the Minnesota bridge response since the last SCOH meeting ........................................................................................................................................ Neil Pedersen, MD)

12:00 NOON LUNCH

VI. Working Lunch and TRAC Presentation

1:30 PM

VII. MOTIONS/RESOLUTIONS FOR PREVIEW AND DISCUSSION FOR POSSIBLE ACTION

A. Discuss the need for the Special Committee on International Activity Coordination ................... TBA

B. PAR Title: Continuance of Technical Service Program Financial Support of AASHTO National Transportation Product Evaluation Program (NTPEP) ........................................................................ William Temple, LA

VIII. SCOH COUNCILS – REPORTS

A. (2 TO 3 MINUTES) Report with Emphasis on Cross-Cutting Issues

1. SCOH Council on Operations
   a. Highway Transport .............................................................................................. James Lynch, MT
   b. Maintenance ..................................................................................................... Carlos Braceras, UT
   c. Systems Operations and Management ............................................................. R. Scott Rawlins, NV
   d. Traffic Engineering ............................................................................................ Del McOmie, WY
2. **SCOH Council on Project Delivery**
   a. Bridges and Structures ................................................................. Mal Kerley, VA
   b. Construction ................................................................................ Gary Ridley, OK
   c. Design ......................................................................................... Carolann Wicks, DE
   d. Materials ..................................................................................... Grant Levi, ND
   e. Right-of-Way and Utilities ......................................................... John P. Campbell, TX

IX. **PRESENTATIONS**
   A. TIG SPMT (Self Propelled Modular Transporter)......................... Jim McMinimee, UT
   B. NCHRP Completed Research ..................................................... Chris Jenks, NCHRP
   C. Proprietary Products .................................................................... TBA
   D. Task Force on Project Management and Delivery ....................... John Njord, UT
   E. FHWA Work Zone Safety Grant .................................................. Brad Sant, ARTBA
   F. NCHRP 20-75 *Implementing Transportation Knowledge Networks* ........................................ TBA
   G. Comparative Performance Measurement Project (NCHRP 20-24(37b)) Kevin Keith, MO
   H. 2008 Spring Meeting of the Canadian Chief Engineers Council Larry Tibbits, MI

3:00 — 3:15 PM Break

X. **ROUNDTABLE DISCUSSIONS**
   *A list of round table topics will be provided prior to the meeting*

4:30 PM

XI. **ADJOURN TECHNICAL MEETING**
PROPOSED ADMINISTRATIVE RESOLUTION (PAR)

TITLE: CONTINUANCE OF TECHNICAL SERVICE PROGRAM FINANCIAL SUPPORT OF AASHTO NATIONAL TRANSPORTATION PRODUCT EVALUATION PROGRAM (NTPEP)

WHEREAS, On October 29, 1995, the AASHTO Board of Directors adopted Administrative Resolution AR-8-95, entitled “Shared Financial Support of AASHTO’s NTPEP,” where it established the National Transportation Product Evaluation Program (NTPEP) technical service program, and ordered that it be operated from pooled funds from AASHTO member departments; and

WHEREAS, The Board recommended the program be evaluated every four years for financial viability of the program to determine its effectiveness, the need for its continuance, and the funding mechanisms to support the program if it is to be continued; and

WHEREAS, AR-1-04 had endorsed continuation of a joint funding concept between participating Industry and AASHTO members, with revenue from industry being utilized primarily for the testing and reporting of their products, and with voluntary member dues used primarily for administration and engineering support services to administer the NTPEP program; and

WHEREAS, Since the inception of the program, AASHTO has entered into cooperative agreements with several industry associations representing products tested under NTPEP; and

WHEREAS, NTPEP has expanded from initially offering evaluation on a handful of traffic devices to now coordinating testing on a wide array of products including traffic control devices, construction materials and maintenance products which are most commonly used by member departments; and

WHEREAS, Emerging research indicates that successful NTPEP implementation is linked to active participation by AASHTO members in committee business meetings, hosting of test decks, and peer exchange between states; and

WHEREAS, Voluntary state membership dues have not increased since 2004, despite expansion of the program, increased complexity of testing services performed by NTPEP and addition of staffing to cover technical services; and now, therefore, be it

RESOLVED That the AASHTO Board of Directors endorses continuation of the joint funding concept where participating AASHTO member departments and industry share costs with revenue from industry testing fees being utilized primarily for product testing, reporting and distribution of reports, and with revenue from AASHTO member departments collected through voluntary pooled fund contribution not to exceed $7,500 per year being utilized primarily for engineering, administrative and consultant support to run the program; and be it further

RESOLVED That the AASHTO Executive Committee is authorized to set the annual fee to be invoiced to member departments participating in the NTPEP program as part of its AASHTO budget adoption process, and thereafter the Executive Director shall proceed to invoice the member departments; and be it finally

RESOLVED, That the NTPEP technical service program be evaluated in the year 2012 to determine its effectiveness and legitimacy among transportation users, the need for its continuance, and the funding mechanisms to support the program if it is to be continued.
NTPEP is a technical-service program established in 1994. NTPEP conducts coordinated evaluation on a wide array of highway safety products, maintenance products and construction materials.

The goal of the program is to provide quality and responsive engineering for the testing and evaluation of products, materials, and devices which are commonly used by the AASHTO Member Departments of Transportation. The primary service of this program is to conduct field testing and laboratory evaluations of traffic safety devices/materials, construction materials, and maintenance materials, then publish the corresponding reports.

In 2007, over 400 products were evaluated. In the construction area, product categories include concrete admixtures (CADD), erosion control products (ECP), concrete curing compounds (CCC), geotextiles (GTX), geosynthetic soil reinforcement (REGEO), and reinforcing steel (REBAR). Maintenance products tested are in the categories of bridge deck overlays (BDO), hot-mix asphalt (HMA) crack sealant, joint sealant (CS/JS), rapid set concrete patch materials (RSCP), and structural steel coatings (SSC). Traffic safety products include pavement marking materials (PMM), raised pavement markers (RPM), snow-plowable raised pavement markers (SRPM), portable changeable message signs and flashing arrow panels (PCMS & FAP), and temporary traffic control devices (TTCD).

In 2008, two new product categories have established an auditing protocol to test the facilities of various High Density Polyethylene Pipe (HDPE) and Reinforced Steel (REBAR) plants. The audits consist of AMRL representatives coordinating their time and efforts with local Member Department Engineers to conduct the plant audits, reviewing Quality System Manuals (QSMs) and providing a venue for Plastic Pipe and Rebar manufacturers to have their respective facilities and methodologies reviewed and evaluated for compliance with other State’s systems.

With the addition of new staff members to support this program, AASHTO envisions representatives from the Subcommittee on Materials (SOM) and National Transportation Product Evaluation Program (NTPEP) working closely together to cultivate the relationships of Member Departments with multiple industry representatives.

Over the last few years the NTPEP program has experienced a rapid growth even though the private industry has paid the increase in material testing costs. AASHTO staff has been increased to process the test requests and deliver results to our members in a timely manner all of which has caused an increase in the cost of doing business. In order to better support the program and enable more members to attend the Oversight Committee’s annual meetings where test procedures and new programs are initiated, AASHTO supports their travel costs for state members to attend. An increase travel cost also adds to the overall increases in operating the program.

Therefore, we are requesting that the voluntary contribution of $6,000/state is increased to $7,500/state to support the administration of the program and implementation of modern technology, as it relates to product testing.
CARRY OVER TOPICS FROM THE FALL 2007

- Work Zone Traffic speed enforcement - - what are other States doing particularly in regard to what extent State Highway Patrol forces are being utilized on construction projects. NCHRP Project 3-80 Traffic Enforcement Strategies for Work Zones is underway. A presentation by the researchers may be of interest to SCOH - -Ray Derr at NCHRP can be contacted for information. (Neil Pedersen, MD)

- Have the increased costs on highway projects during the past two to three years caused DOTs to modify their design standards and/or project scopes? (Frank Vozel, AR/Frank Tramontozzi, MA)

- Managed Lanes Design Criteria (Ananth Prasad, FL)

- National Metric for Congestion. (Richard H. Hogg, PA)

- What have you been directed to do in response to the MN bridge collapse? (Neil Pedersen, MD)

NEW TOPICS SUBMITTED FOR DISCUSSION - SPRING 2008:

- GAO recently released a report, "Federal-aid Highways: Increased Reliance on Contractors Can Pose Oversight Challenges for Federal and State Officials - - "what are you doing to provide adequate oversight to construction and maintenance contracts in light of our downsizing and our increased reliance on consultants and contractors". (Neil Pedersen, MD)

- Experience with pre-treating roadways before winter events. (Neil Pedersen, MD) – will provide handouts

- Access management (control) in high growth areas. Where is the compromise? (Steven Hutchinson, ID)

- The application by FHWA of Agreement provisions in 23 CFR 630.112 (2), which require states to repay engineering costs for federally aided projects that are not under construction within 10 years from project initiation and have not been granted an extension. (Bob Dennison, NY) – will provide handouts

- Use of OGFC - How many states are still using this, and are any states experiencing problems with it? (Frank Tramontozzi, MA)

- ADA accommodations for sight impaired individuals at roundabouts (Larry Tibbits, MI)

- Unbalanced bids - What analysis do States perform prior to award to meet the FHWA requirements in CFR635.114? (Larry Tibbits, MI)
STANDING COMMITTEE ON HIGHWAYS (SCOH)

PRELIMINARY AGENDA
Chateau on the Lake Convention Center, Branson, Missouri

VERSAILLES
May 6, 2008
8:30 AM to 10:00 AM BUSINESS MEETING
10:00 AM to 12 Noon ROUNDTABLE DISCUSSION

I. Call to Order and Opening Remarks .............................................................. Chair Amadeo Saenz, TX

II. Roll Call and Minutes from September 29, 2007, Milwaukee, WI ..............Secretary King W. Gee, FHWA

III. Call for Agenda Amendments .................................................................. Chair Saenz, TX

CONSENT AGENDA: A single Motion to accept all the items on this Consent Agenda is in order. After such a Motion is made and seconded, any member may remove an item for separate action. The Consent Agenda Motion will then be voted upon for the balance of the reports. After the Consent Agenda Motion for item IV. and V.A. through E. has been acted upon, the items removed will be taken up in order.

IV. Summary of SCOH Ballots from October 2007 to May 2008 .......................Chair Saenz, TX

V. Work Plans ................................................................................................. Chair Saenz, TX

A. Future Meetings, Conferences, or Workshops of interest to SCOH Members (information) ....................

B. Subcommittee

1. Bridges and Structures .............................................................................. Mal Kerley, VA
2. Construction ............................................................................................... Gary Ridley, OK
3. Design ......................................................................................................... Carolann Wicks, DE
4. Highway Transport ....................................................................................... James Lynch, MT
5. Maintenance ............................................................................................... Carlos Braceras, UT
6. Materials ..................................................................................................... Grant Levi, ND
7. Right-of-Way and Utilities ......................................................................... John P. Campbell, TX
8. Systems Operation and Management ......................................................... R. Scott Rawlins, NV
9. Traffic Engineering ..................................................................................... Del McOmie, WY

C. Task Force

1. Highway Safety Manual ............................................................................. Don Vaughn, AL
2. Project Management and Delivery ............................................................... John Njord, UT

D. Joint Committee

1. Technology Implementation Group (TIG) ...................................................... Ananth Prasad, FL
2. AASHTO/ACEC (work plan not necessary) ................................................ Paul Mattox, WV

E. Special Committee

1. NTPEP Oversight Committee ................................................................. William Temple, LA
2. Special Committee on U.S. Route Numbering .......................................... D.W. Vaughn, AL
3. Special Committee on Wireless Technology .............................................. William A. Brown, VA

VI. Motions — PROPOSED POLICY RESOLUTIONS (PPR) OR PROPOSED ADMINISTRATIVE RESOLUTIONS (PAR)

A. PAR Title: Continuance of Technical Service Program Financial Support of AASHTO National Transportation Product Evaluation Program (NTPEP) ......................... William Temple, LA
VII. Presentations
A. Executive Director’s Report on AASHTO Activities ........................................... John Horsley, AASHTO
B. FHWA Activities ..................................................................................................... King W. Gee, FHWA
C. SCOR Update.......................................................................................................Susan Martinovich, NV
D. Federal Register Notice on the MUTCD .......................................................... Ken Kobetsky, AASHTO
E. Asset Management Subcommittee Update.......................................................Neil Pedersen, MD
F. AASHTOWare – New Products...........................................................................Jan Edwards, AASHTO
G. Safety Management Subcommittee of SCOHTS...............................................Larry Tibbits, MI

VIII. Reports
A. NCHRP 20-7 (action) ...........................................................................................Neil Pedersen, MD
B. Special Committee on U.S. Route Numbering (action)................................. Don Vaughn, AL
C. SHRP 2 (information) ..........................................................................................Neil F. Hawks, TRB
D. Continuing Education Units (information)...........................................................Marty Vitale, AASHTO

IX. Old Business ..................................................................................................Chair Saenz, TX

X. New Business..................................................................................................Chair Saenz, TX
A. Introduction – New AASHTO Employee Mark S. Bush.................................Chair Saenz, TX
B. Solicitation – New AASHTO Engineering Fellow ......................................Ken Kobetsky, AASHTO

XI. Roundtable Topics (Continuation from May 5 SCOHTS Technical Meeting)........Neil Pedersen, MD

XII. Adjournment
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<td>Steven C. Hutchinson</td>
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</table>
| Illinois      | Christine M. Reed P.E.  
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<td>Kenneth L. Sweeney P.E. Director, Project Development/Deputy Chief Engineer</td>
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<td>Frank A. Tramontozzi P.E. Chief Engineer</td>
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<td>Harry Lee James P.E., PS Deputy Executive Director/Chief Engineer</td>
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| New Mexico    | Max E. Valerio P.E.  
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jfuller@odot.org | ———— |
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<td>Richard H. Hogg</td>
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<td><strong>Puerto Rico</strong></td>
<td>José E. Hernández-Borges</td>
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<td>Kazem Farhoumand P.E.</td>
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<td><strong>South Carolina</strong></td>
<td>Tony L. Chapman P.E.</td>
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<td>Paul Degges</td>
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<td><a href="mailto:paul.degges@state.tn.us">paul.degges@state.tn.us</a></td>
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<td>Texas</td>
<td>John A. Barton P.E.</td>
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<td>Assistant Executive Director, Engineering Operations</td>
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<td><a href="mailto:jbart01@dot.state.tx.us">jbart01@dot.state.tx.us</a></td>
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<td>Carlos Braceras P.E.</td>
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<td>Richard Tetreault</td>
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<td>Director of Program Development</td>
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<td><a href="mailto:richard.tetreault@state.vt.us">richard.tetreault@state.vt.us</a></td>
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<td>Virginia</td>
<td>Malcolm T. Kerley P.E.</td>
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<td>Chief Engineer</td>
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<td>(804) 786-4798 FAX (804) 786-2940</td>
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<td><a href="mailto:mal.kerley@vdot.virginia.gov">mal.kerley@vdot.virginia.gov</a></td>
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</tbody>
</table>
| **Washington** | Jerry C. Lenzi  
Chief Engineer, Assistant Secretary  
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P.O. Box 47315  
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(360) 705-7032  
lenzjc@wsdot.wa.gov |                     |
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mmurphy@dot.state.wv.us |                     |
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P.O. Box 7965  
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kevin.chesnik@dot.state.wi.us |                     |
| **Wyoming** | Delbert McOmie P.E.  
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delbert.mcomie@dot.state.wy.us |                     |
Minutes of the AASHTO Standing Committee on Highways (SCOH)
Business Meeting in Milwaukee, Wisconsin
Saturday, September 29, 2007

Call to Order & Opening Remarks
Chairman Allen Biehler called the meeting to order at 8:34 a.m.
Jim McDonnell, AASHTO, will be covering for King Gee to record the minutes. Modifications to resolutions from yesterday's Technical Meeting will be discussed as they come up.

Roll Call & Minutes from May 5, 2007
New members were introduced: Bob Taylor (DE), Ardeshir Nafici (DC), Gerald Ross (GA), and Bob Dennison (NY). Other representatives were introduced: Don Arkle (AL), Christine Reed (IL), Vince Russo (LA), Bernard Cohen (MA - Secretary), Joy Skallman (MN), Tim Weander (NE), and Pat Collins (WY). The following retirees were acknowledged: John Conrad (WA), Outgoing Chair of the Subcommittee on Systems Operation and Management; Harold Linnenkohl (GA), Outgoing AASHTO/ACEC Committee Co-chair; and Mike Behrens (TX).
Minutes of the May 5, 2007 meeting in Phoenix, Arizona were approved.
[Motion-AL / Second-WY – Approved]

Call for Agenda Amendments
All committees should start thinking about preparing their work plans for the SCOH Spring Meeting in Branson, Missouri. New Committee Chair and members were acknowledged: Don Vaughn (AL), Special Committee for U.S. Route Numbering; and Cathy Nelson (OR), Region 4 member, Special Committee for U.S. Route Numbering.
Motion was made and passed to accept agenda item IV. Summary of SCOH Ballots, and items V.A. through V.E. as a Consent Agenda.
[Motion-FL / Second-ND – Passed]

Resolutions/Motions
- Proposed Policy Resolution (Amendment to the AASHTO Bylaws): “Reconstitute the Special Committee on Wireless Technology” – presented by Bill Brownlow (AASHTO)
  [Motion-WA / Second-MI – Approved]

- Proposed Policy Resolution: “Use of Innovative Products SCOTE June 2007” – presented by Tom Hicks (MD)
  [Motion-MD / Second-FL – Approved]

- Proposed Policy Resolution: “Request Additional Funds for TSP²” – presented by Carlos Braceras (UT)
  [Motion-UT / Second-MD – Approved]

- Proposed Policy Resolution: “SCOH to Support the National Asphalt Roadmap for Research and Technology” – presented by Grant Levi (ND)
  [Motion-ND / Second-WY – Approved]

- Proposed Administrative Resolution: “Proposed Task Force to Explore the Establishment of a Task Force on Project Delivery” – presented by Neil Pedersen, MD
  Neil Pedersen reported that as a result of discussions at the Technical Meeting yesterday and follow-up conversations, a revised proposed resolution was presented before the committee. The revised resolution follows the basic concept of the original resolution establishing a project delivery task force to address cross-cutting issues, including representatives from SCOH, SCOP, SCOE. The new title: “Proposed Task Force to Address Project Delivery Issues.” This was further revised to recognize that SCOQ has a subcommittee on project delivery by adding in the 3rd resolve 1 member from SCOQ, and adding a chairman, for a total of 18 members.
  [Motion-MD / Second-ND – Approved]
• Proposed Policy Resolution: “Establishment of a Joint Technical Committee on Electronic Engineering Data” – presented by Rick Land (CA)
  A revised resolution was presented before the committee that added a final resolve including future potential work relating to asset management and other uses of electronic data.
  [Motion-CA / Second-VA – Approved]

• Proposed Policy Resolution: “Implementation of Context-Sensitive Solutions” – presented by Rick Land (CA)
  [Motion-CA / Second-MD – Approved]

• Motion on Program Delivery Improvement Tool (PDIT) – presented by Rick Land (CA)
  The purpose of the motion is to ensure that PDIT activities are voluntary and done at the discretion of each state
  [Motion-CA / Second-WY – Passed]

Presentations
Executive Director’s Report on AASHTO Activities – John Horsley, AASHTO
There are a number of issues that AASHTO is focusing on.
  Collapse of the I-35W bridge in Minneapolis – The witnesses for AASHTO at House and Senate hearings included Mal Kerley (VA), Harry Lee James (MS), and Kirk Steudle (MI). Congressman James Oberstar, Chair of House T&I, has been the most adamant that something needs to be done. The media thinks that states are shifting money away from bridges, but the data being used is not accurate. The real numbers: In 2004 the Federal Highway Bridge Program provided some $5.1 billion to the states; in that year, states actually spent $6.6 billion in federal aid for bridge rehabilitation. State and local funding added another $3.9 billion for bridge repairs. As the FHWA reports, in 2004, a total of $10.5 billion was invested in bridge improvements by all levels of government. AASHTO will conduct a more detailed survey of states on recent history regarding net expenditures on bridges. It should be noted that neither Secretary Mary Peters nor the Inspector General’s Office criticized the transfer of funding nor the states’ bridge inspection programs in their testimonies.
  AASHTO conducted a survey last year on rising construction costs, which have continued to increase. AASHTO will continue to track these rising costs in its role of articulating to Congress why highway program funding needs to grow.
  If Congress doesn’t take action, the Highway Trust Fund will be $4.3B short in 2009. A one-year solution has been put forth by Senators Bacchus and Grassley, but the bill has not been acted upon by the Senate. This would allow states to get through 2009 without a cutback, but simply shifts the true crisis one year out.
  Several U.S. representatives attended the World Road Congress in Paris. AASHTO and FHWA had a joint booth, and it was noted that many countries use AASHTO standards and manuals. SCOH and its technical committees are to be commended for their technical work and expertise. The Executive Director will be visiting China and Brazil in the coming months, partly to determine if the AASHTO Green Book should be translated into Chinese and Portuguese.
  Pleased that SCOH has moved forward with CSS and the broader concept of project delivery with the new task force that has been proposed. Also, consideration should be given to developing a training program that demonstrates the flexibility for CSS in the Green Book and other design manuals.

Chairman Biehler provided information about bridge funds transfers in Pennsylvania. The health of the Highway Trust Fund is an important topic now. The Governor of Minnesota is the new head of the National Governors’ Association, and the Vice-Chair is from Pennsylvania. The Pennsylvania governor is likely to make infrastructure improvements one of his focus areas for the upcoming year.

Larry Tibbits (MI) announced that Vehicle Infrastructure Integration (VII) is the technology of the future to reduce congestion and increase safety and that Motorola has two vehicles in the trade fair that are instrumented and participants can take a trip in these vehicles around downtown to get a demonstration of the technology.

FHWA Activities – Dwight Horne, FHWA
The design-build final rule was published on August 14, 2007 which allows RFP, award and preliminary design before completion of NEPA. The rule removed the minimum contract amount threshold and is intended to expedite project delivery.
  A joint forum on construction cost growth was held on September 11, 2007 with 120 participants where they heard about U.S. highway industry trends and global & domestic trends in steel, asphalt & aggregates. The
Florida, Texas & Missouri responses were highlighted and other response ideas were discussed with a focus on what works. FHWA will work with AASHTO, ARTBA and AGC to sift the ideas for how programs can be managed with understanding rather than just reacting to rapid increases in costs. The USDOT OIG will release its Report on Growth in Highway Construction and Maintenance Costs on Monday. The OIG found that construction and maintenance costs growth increases are largely the result of escalation in the costs of commodities used in highway projects, such as steel and asphalt; and that these increases reflect structural, not transitory, economic changes.

In response to the I-35W bridge collapse in Minneapolis, Secretary Peters & Administrator Capka responded in an abundance of caution to assure public safety and to maintain public confidence. FHWA is supporting the NTSB investigation. FHWA issued two Technical Advisories and will continue to respond as information on possible causes of the collapse are released by the NTSB. FHWA is sensitive to the burden on states and has tried to avoid “knee-jerk” reactions. Information will be shared with the states as it is made available by the NTSB.

Furthermore on bridges: Congratulations to states and AASHTO for progress made on fully implementing the Load Resistance Factor Design (LRFD) for bridges effective October 1, 2007. Post-I35W collapse there has been heightened scrutiny on the National Bridge Inspection Program by OIG, GAO, NTSB and Congress. While the inspection program has been effective at enhancing the safety of bridges over the years, these ongoing reviews may lead to change recommendations. The regulations were most recently updated in January 2005 and there are some implementation challenges in a few states, but mainly at the local level: completion of scour evaluations of bridges over waterways, development and implementation of plans of action for scour critical bridges, quality control/quality assurance procedures for inspections, frequency of hands-on fracture critical inspections, and quality of data reported to the National Bridge Inventory. One area of possible further enhancement involves the identification, reporting, and follow-up action on critical findings discovered during bridge inspections. There is a large population of bridges over waterways with unknown foundations that have not been evaluated for scour vulnerability. Until the scour vulnerability of these unknown foundations are determined, these bridges must receive proper attention prior to, during and after a flood event.

The Congestion (Relief) Initiative was announced by USDOT more than one year ago to get people to think about congestion and accept that it is not inevitable and to take innovative steps. Five Urban Partnerships were designated on August 14, 2007: New York City, Minneapolis-St Paul, Seattle, San Francisco and Miami. These UPA cities have agreed to bold, innovative and comprehensive road pricing strategies like HOT lanes and cordon pricing. More Urban Partners may be designated in the future. Another USDOT initiative is the Corridors of the Future (COF) whose goal is to encourage states to work together to reduce congestion on major transportation corridors and make long-term investments quickly. Six COF’s were identified earlier this month: I-95, I-70, I-15, I-10 and I-69. Federal funds were made available to help implement congestion reducing strategies like building new capacity, adding lanes to existing roads, building truck-only lanes & bypasses, integrating real-time traffic technology like lane management.

The Highways for LIFE pilot program to accelerate innovations provides funding for demonstration projects and other activities like technology transfer. Three states received demonstration project funding for projects in 2006. Another twelve states will receive funding in 2007 when Administrator Capka announces them at the AASHTO Board of Directors meeting. The 2008 project proposals are under review and the final solicitation for 2009 is anticipated for March – June 2008. Demonstration projects are to have performance goals for safety, quality, construction congestion, and user satisfaction and use innovations to achieve these goals, ultimately by improving how we build highways and bridges. Some technologies in view include prefabricated bridge elements, pre-cast concrete pavements, two-lift concrete paving, real-time work zone ITS, traffic flow incentives, innovative contracting, and performance contracting. Another element of the program involves Technology Partnerships investments to accelerate the commercialization of promising innovations. The first solicitation closed May 2007, and award announcements are due soon with award ranges $200,000 to $500,000.

Summary of Bridge Activities – Neil Pedersen, MD and Mal Kerley, VA

Neil Pedersen (MD) thanked Dan Dorgan (MN) for his presentation in the Technical Meeting on the I-35W bridge collapse which reflected professionalism in crisis. As part of AASHTO’s reauthorization effort, the states need to think about and provide input on bridges and the entire highway program, as well as research needs and flexibility in bridge funding. AASHTO wants to be actively involved with FHWA in discussions of terminology such as “structurally deficient” and “functionally obsolete.”

Mal Kerley thanked Ken Kobetsky and other AASHTO staff for assisting with development of testimony before Congress in the aftermath of I-35W. States are, in fact, spending more total money than what is authorized, and each state manages its funds so as to use the money in the most effective way possible. However, more funding is needed in the bridge program. Congressman Oberstar’s proposal is a good first step toward the next
reauthorization. It hasn’t been determined what happened in the Minnesota bridge collapse, so action by the Subcommittee on Bridges and Structures has been mostly “wait and see” up to this point, but they will continue to work with AASHTO staff as further questions and issues come up.

Center for Environmental Excellence – Carlos Braceras, UT
The Practitioner’s Handbook was handed out and the Work Plan was reviewed. A number of significant accomplishments this year included: Shannon Eggleston and Kate Kurgan secured $3.1 million to continue the Center for the next 3 years - thanks to FHWA for accepting AASHTO as the host for the Center; released several practitioners’ handbooks for use by the State DOTs including the handbook on Environmental Management Systems; provided technical assistance to the states via experts on-call who answered questions or gave advice to help states accomplish their goals; and helped to facilitate the CSS Peer Exchange last year in Baltimore. Next year’s work plan was also handed out with the following highlights: more peer reviews are planned; a training program is to be developed for CSS and the Center has experts that can come to states to assist with training or implementation; and an updated Taking the High Road report is on the horizon which was last done in 2002, the report tells of the good that the states are doing, and will include new topics such as energy and sustainability. The Center’s Advisory Board meets twice per year and input is always welcomed.

Reports
NCHRP 20-7 – Neil Pedersen, MD
The 20-7 panel met prior to this meeting and selected 10 of the 22 proposals considered at this meeting. Chris Jencks provided an overview of the ten selected projects which are recommended for approval: a compilation of asset management approaches to ADA compliance; an update of the Snow and Ice Guide; development of a pavement preservation chapter in the new pavement design guide (MEPDG); QA/QC for bridge inspection; a strategic plan for the Subcommittee on Systems Operation and Management; vehicle size and weight management technology transfer; testing protocols for adhesive anchors; research on digital displays for outdoor advertising; synthesis of concrete barrier and anchors/connections; and identification of cross-cutting issues related to project delivery.

[Motion-MD / Second-VA – Approved]

Special Committee on U.S. Route Numbering – D. W. Vaughn, AL
Kevin Keith (MO) presented on two issues. Currently the committee has a delayed 20-7 project that was approved a year ago because no contractor has been found yet to update the historical data log. The committee delayed action on the bike routes changes that was requested, as the committee does not yet have policies and procedures to deal with these types of requests and they are waiting for the Task Force on U.S. Bike Routes to develop a proposal on bike route numbering. A motion was made for the adoption of the route numbering proposals.

[Motion-MO / Second-OR – Approved]

SHRP2 – Chair Biehler, PA
SHRP2 has four primary focus areas: safety, renewal, reliability, and capacity. “Renewal” is about “get in, get out, stay out”; has total funding of $29 million and anticipate 17 projects of which 13 are underway with 5 contract teams; and topics include performance specifications and modular pavements. “Safety” is about understanding driver behavior; has total funding of $43 million and anticipate 11 projects, including a large-scale data collection effort involving cars equipped with instrumentation to see what drivers are doing inside the cars as well as what’s going on outside; it will include 2500 drivers and also collect data on roadway characteristics. “Reliability” is related to travel times; has total funding of $18 million for 12 projects which include institutional enhancements and quantifying effects of reliability improvements. “Capacity” has funding of $18 million for 8 projects that include more collaborative decision making in approaching capacity improvements within fiscal constraints, and key decision points supported by performance measures that lead to decision support tools.

Each state has a SHRP2 coordinator, and there is a continuing need to identify technical experts to serve on various support activities. The SHRP2 web site has updated information, program briefs, and quarterly updates. Congress has called for an implementation report by February 2009, and there will be a meeting in December 2007 to start work on this effort.

Continuing Education Units – Marty Vitale, AASHTO
The information for continuing education units for this meeting is included in the meeting material.
New Business
New AASHTO Engineering Fellow – Chairman Biehler, PA
The new Engineering Fellow is Mr. Charles Meyer from Colorado.

ITS World Congress – Tony Kane, AASHTO
The President of ITS America, Scott Belcher, will be at the Board of Directors meeting to discuss the ITS World Congress to be held in New York City in 2008. There will be many activities and the State DOTs are encouraged to attend.

Adjournment
The Chairman adjourned the meeting at 11:30 a.m.

Respectfully Submitted,
King W. Gee
SCOH Secretary
FHWA, USDOT

With the assistance of:
Jim McDonnell, AASHTO
This report include all ballots and surveys responded by SCOH member departments. AASHTO notified its Board of Directors of each ballot of which no Board member objected to SCOH making the final decision on these technical issues.

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<th>Ballot Number</th>
<th>Results</th>
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35 day period from Wednesday, August 22, 2007 to Tuesday, September 25, 2007.  
38 completed responses were received to the survey during this time. |
| HW-07-12      | SURVEY: 42 | HW-07-12: Survey on Bridge Funding for the AASHTO Standing Committee on Highways.  
26 day period from Wednesday, October 10, 2007 to Monday, November 05, 2007.  
42 completed responses were received. |
| HW-07-13      | Approve: 40, Disapprove: 0 | HW-07-13 Ballot on the AASHTO Guide for Consultant Contracting  
36 day period from Wednesday, October 10, 2007 to Wednesday, November 14, 2007.  
40 completed responses were received. |
68 day period from Wednesday, October 10, 2007 to Monday, December 17, 2007.  
41 completed responses were received. |
| HW-07-15      | SURVEY: 50 | HW-07-15 Survey on Adhesive Anchors In Tensile Loading Applications.  
34 day period from Friday, October 26, 2007 to Wednesday, November 28, 2007.  
50 completed responses were received. 20 answered yes and completed the survey.  
30 answered no and ended the survey at question 1. |
| HW-07-17      | FOR: 39, AGAINST: 0 | HW-07-17 NTCIP 2306  
18 day period from Tuesday, December 04, 2007 to Friday, December 21, 2007.  
39 completed responses were received to the survey during this time. |
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<td>35 day period from Tuesday, December 18, 2007 to Tuesday, January 22, 2008.</td>
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<td>37 completed responses were received.</td>
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<td>HW-08-01</td>
<td>Approve: 40 Disapprove: 0</td>
<td>HW-08-01: AMENDED PROPOSED POLICY RESOLUTION (PPR) on FHWA Rulemaking on Retroreflectivity for Pavement Markings.</td>
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<td>40 completed responses were received.</td>
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<td>HW-08-02</td>
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<td>HW-08-02 “A Guide Book for the Executive Committee” Ballot.</td>
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<td>35 completed responses were received.</td>
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<td>HW-08-03</td>
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<td>HW-08-03 NTCIP 1204 v03. The results analysis includes answers from all respondents who took the survey in the</td>
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<td>34 day period from Friday, March 07, 2008 to Thursday, April 10, 2008.</td>
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All AASHTO Meetings/Events
HIGHWAYS SUBCOMMITTEE ON BRIDGES AND STRUCTURES (SCOBS)

Officers

- Chair: Malcolm T. Kerley (Virginia)
- Vice Chair: Kevin Thompson (California)
- Secretary: M. Myint Lwin (FHWA)
- Assistant Secretary: Firas I. Sheikh Ibrahim (FHWA)
- AASHTO Liaisons: Ken Kobetsky and Kelley Rehm

Kevin Thompson (California) has been appointed as the Subcommittee’s Vice Chair.

Annual Meetings

Throughout the year, various technical committees and task forces held interim meetings to facilitate the business of the full subcommittee in support of actions taken during the past Annual Meetings. The most notable activities are those of the Technical Committee for Loads and Load distribution (T-5) and the AASHTO-FHWA Wave Task Force which met to finalize two ballot items for the new LRFD guide specifications for bridges vulnerable to coastal storms, and LRFD guide specification for vessel collision design of highway bridges. These two new guide specifications were developed to prevent failures similar to the recent collapses due to hurricanes in FL, LA, and AL and vessel collision in OK.

The 2008 Annual SCOBS Meeting will be held from May 18-23, 2008 in Omaha, Nebraska. During this period, each of the 20 SCOBS’ Technical Committees will meet to conduct technical committee business, followed by a two-day general session meeting of the full Subcommittee to review and ballot required changes and additions to the specifications and guide documents maintained by the Subcommittee. Also during this period, the recently created SCOBS Executive Committees will meet to continue the activities and responsibilities of the dismantled oversight committee and to assist the SCOBS Officers in making business decisions, planning, and setting priorities, as well as improve communications between the technical committee leadership and chairs to resolve issues of importance to SCOBS.

Schedule of Publications

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<tr>
<td>1</td>
<td>LRFD Design (LRFDUS-4-I1)</td>
<td>Interim</td>
<td>to press 1/15/08; available 1/31/08-596 pp.</td>
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<td>LRFD Construction (LRFDCONS-2-I3)</td>
<td>Interim</td>
<td>to press 12/27/07; available 1/24/08-82 pp.</td>
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<td>3</td>
<td>Manual for Bridge Evaluation (MBE-1)</td>
<td>New Document</td>
<td>In queue to tech rev. 1/28/08; to press 4/28/08 available 5/26/08</td>
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<td>4</td>
<td>Guide Specs. for Design of FRP Pedestrian Bridges (GSDFPB-1)</td>
<td>New Document</td>
<td>In queue to tech rev. 2/8/08; to press 4/28/08 available 4/11/08</td>
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<td>6</td>
<td>Guide Specs. for LRFD Seismic Bridge Design (LRFDSEIS-1)</td>
<td>New Document</td>
<td>In queue to tech rev. 2/25/08; to press 4/15/08; available 5/13/08</td>
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Goals for the Next Five Years

SCOBS main focus for the next couple of years continues to be the successful implementation of the LRFD and LRFR design and rating specifications. After the Subcommittee has declared success on full implementation of LRFD, the subcommittee intends to continue its activities for improving and maintaining all LRFD specifications and guide documents, and ensuring proper training is provided to States during the next five years. Accomplishments of this focus will be overseen by the new SCOBS executive committee the membership of which includes SCOBS and FHWA Officers, AASHTO Liaisons, and technical committee chairs.

SCOBS next important milestone will be the successful implementation of the Load and Resistance Factor Rating (LRFR) methodology for rating bridges designed with the LRFD specifications, and for improving the ratings of existing bridges. SCOBS has made significant steps towards the implementation of LRFR for rating bridges designed with the LRFD specifications, and for improving the ratings of existing bridges. The subcommittee has successfully included the LRFR methodology in the new Manual for Bridge Evaluation, which is scheduled for publication in 2008. SCOBS has successfully worked with FHWA to set a 2010 date for full implementation of LRFR for LRFD designed bridges, and to allow LRFR ratings to be reported to FHWA for existing bridges. The subcommittee is also working with FHWA on deploying workshops and developing comprehensive training to train all states by 2010.

In addition to the LRFD and LRFR efforts, SCOBS will also continue to focus on the development and deployment of new technologies and materials to better utilize investments in the nation’s bridges and other highway structures. High performance materials (including high performance steel, concrete, and fiber reinforced polymer composites), accelerated construction methods (using prefabricated components and systems), and rapid foundation excavation and construction technologies are among the innovative features which should be considered in bridge design and construction practices and specifications. SCOBS will also work to ensure the use of improved bridge inspection, evaluation, and management technologies for the existing inventory of bridges and other highway structures. Among these are improved technologies related to non-destructive evaluation and assessment of bridge components, and in data acquisition and management.

In an effort to improve bridge safety, performance, and construction speed, SCOBS will be working with FHWA and NCHRP on planning for an international scan which has been scheduled for 2009. The scan’s goals are to assure acceptable safety and performance of highway bridges through advanced load rating, and to increase safety and accelerate construction through advanced bridge design and analysis techniques.

SCOBS and its T-11 committee on research will continue to support research items that support its seven Grand Challenges adopted in SCOBS’ strategic plan. These are: Extending Service Life, Optimizing Structural Systems, Accelerating Bridge Construction, Advancing the AASHTO Specifications, Monitoring Bridge Condition, Contributing to National Policy, and Managing Knowledge.
At the 2007 General Session in Delaware, SCOBS passed a resolution to support the development of a separate Section within the LRFD Bridge Design Specification for highway tunnels, establishment of a national specification for highway tunnel inventory and security, and development of a national specification for highway tunnel design and safety requirements. SCOBS’ recently-formed technical committee for tunnels (T-20) has been working with FHWA on developing design and construction guidelines for tunnels and intends to ballot this document for endorsement by SCOBS in 2009. T-20 is also working with FHWA on establishing Tunnel Inspection Standards.

Pursuant to Hurricane Katrina and Ivan, SCOBS has established the FHWA-AASHTO Wave Task Force whose role is to lead the development and execution of a roadmap that includes a set of research studies and technology transfer activities to fully achieve a rational approach that addresses wave force and storm surge vulnerabilities in existing and new structures, and to develop design specifications for coastal bridges vulnerable to scour and hydrodynamic forces. The task force has already accomplished its first milestone in creating the first proposed draft of national design guide specifications for bridges subject to coastal storms. The draft will be balloted at the upcoming SCOBS meeting in NE. The task force will continue working in 2008 on creating the first retrofit manual for bridges subject to coastal storms which is intended to be balloted by SCOBS in 2009.

Transportation security continues to be an important focus of SCOBS efforts. The Technical Committee on Bridge Security (T-1) continues to support an effort to facilitate the vulnerability assessment of the Nation’s bridges and tunnels in conjunction with the FHWA, TSA, and other vested agencies. It is also working with FHWA and State DOTs to identify and support research studies necessary to improve the performance of potentially vulnerable structures. This effort will eventually result in updated specifications to improve the security of appropriate bridges.

In response to the I-35 Bridge investigation, the Subcommittee will continue to respond to questions concerning the Nation’s Bridge Program and work with the FHWA and others to address any recommendations from the National Safety Transportation Board. This year’s Chairman’s Lecture will concentrate on this subject.

Future Meetings

Future meetings of the subcommittee have been scheduled in the following states: 2009 in Louisiana, and 2010 in California. Other future subcommittee meetings have been tentatively scheduled in the following states: 2011 in Virginia, 2012 in Texas, and 2013 in New Jersey.
HIGHWAYS SUBCOMMITTEE ON CONSTRUCTION (SOC)

AASHTO SOC Officers
Chair: Gary Ridley, ODOT
Vice Chair: Thomas R. Bohuslav, TxDOT
Secretary: Julius "Butch" Wlaschin, FHWA
AASHTO Liaison: Jim McDonnell

Review of SOC Charge Statement
No change.

Proposed Schedule

New or Updated Publications
• Publish the latest update to the AASHTO Guide Specifications for Highway Construction.

Other Activities

General
• Develop the program for the SOC 2008 summer meeting in San Antonio, Texas, August 3 through August 7.
• Serve on the NPHQ Steering Committee, NWHS update, Highways for Life Task Force, NICET, AASHTO TIG, Electronic Engineering Data TC, and the Design Build Joint Committee.
• Participate in International Scan on Public-Private Partnerships.
• Participate in TCCC activities to provide up-to-date training for areas such as inspection, stakeless construction, Environmental Factors in Construction, etc.
• Develop statements for and participate in the NCHRP research and synthesis programs and International and Domestic Scans.

Computers and Technology Section (George Raymond, ODOT)
• Continue to provide information to AASHTO website:
  Pursue reorganization and update of AASHTO SOC Website to increase ease of navigation.
• Continue to provide updates to the National Highway Specification Website:
  Establish a roster of responsible individuals in each state to update Specification Website.
  Participate in FHWA effort to enhance National Highway Specification Website.
• Continue to provide leadership, extension, and guidance for the enhancements of the AASHTO Trns•Port software and Civil Rights and Labor Management System (CRLMS).
• Survey state of the practice in electronic project documentation, as-built documentation, and archiving (types of native files – scans or editable documents). Task is complete.
• Participate in promoting traffic modeling (e.g. CA4PRS) efforts to improve work zones in urban corridors at macro level.
• Develop a white paper to identify opportunities and challenges for automation of materials production and placement during construction including production (e.g. bar coding, RFID chips) and testing (e.g. maturity metering): where we are today, what technology and specifications are currently available, and where we would like to go.

Contract Administration Section (Ellis Powell, NCDOT)
• Update State DOT Use of Price Adjustment Clauses.
• Current Practices for Cost Containment (such as bid alternates, contract bundling, VE reviews, etc.).
• States Delegation of Approval Authority for Contract Change Orders/Time Extensions/Scope Changes.
• Current Practices for Price Adjustment Clauses.
• Liaison with the FHWA / AASHTO / Industry DBE Work Group to develop the AASHTO DBE Toolkit.
Environmental and Human Resource Section (Roger Driskell, ILDOT)

**Environmental Stewardship**
- Develop guidance on selection of appropriate Best Management Practices (BMPs).
- Survey states on contract requirements for an environmental requirement on construction projects.

**Work Zone Safety**
- Assist with implementation of the new FHWA Work Zone requirements including reviewing guidelines and disseminating best practices.

**Human Resources**
- Identify and disseminate best practice for dealing with cultural and language differences in construction.
- Identify and disseminate best practices for recruiting and retention of state construction staff.

Roadway and Structures Section (David A. Sadler, FDOT)

- Identify and disseminate highest value for inspector time.
- Develop current best practices for inspection and measurement of workmanship, and prepare recommendations for the QA program guide.
- Develop and disseminate best practices on pavement markings, including removal of existing markings, transition areas, and installations of new markings.
- Develop and disseminate a catalogue of reviews (constructability, VE, Contractor solicited input, design error, and post construction feedback) for improving quality.
- Develop and disseminate best practices for how DOTs are accomplishing specialty construction inspection (ITS, bridge painting, etc.). Includes use of outsourcing or state resources, certifications used (if any), and the relative cost difference in outsourced services compared to state staff.

**Goals**

The SOC’s 1 to 5 year goals are as follows:
- Provide guidance to the states to reduce the construction impacts to traffic flow and to increase safety.
- Develop best practices for environmental stewardship that states can easily implement.
- Develop best practices and innovations for procurement methods and contract administration that increase construction quality and regulatory compliance, and reduce reliance on state forces.
- Provide constructive input on FHWA, industry, and other business partner initiatives and program revisions to assist in providing for programs that are to the benefit of the public.

**Upcoming Meetings**
- August 3-7, 2008, San Antonio, Texas
- 2009, Chicago, Illinois
- 2010, Burlington, Vermont
AASHTO Highways Subcommittee on Design (SCOD)

Officers
- Chair: Carolann Wicks, Delaware
- Vice Chair: Richard Land, California
- Secretary: Dwight Horne, FHWA
- AASHTO Liaison: Jim McDonnell, AASHTO

Review of Subcommittee charge statement
No change to existing charge statement.

Proposed Schedule

New or Updated Publications

Other Activities For The Coming Year
- Technical Committee on Cost Estimates
  - Developing practical guidance on preparing final estimates, including recommended procedures and guidance on reviewing bids prior to concurrence in award
  - Evaluating NCHRP Report 574, “Guidance for Cost Estimation and Management for Highway Projects During Planning, Programming, and Preconstruction” to determine if portions are suitable for inclusion in the development of the practical guidance
- Technical Committee on Environmental Design
  - Participating in updating the 1991 AASHTO publication, A Guide for Transportation Landscape and Environmental Design
  - Meeting in April 2008 jointly with the Technical Committee on Hydrology/Hydraulics
- Technical Committee on Geometric Design
  - Working on updates for the next edition of the Green Book which is tentatively set for publication in 2010
- Joint Technical Committee on Nonmotorized Transportation
  - Meeting in September 2008 in conjunction with the Pro Bike/Pro Walk conference in Seattle, WA
- Joint Technical Committee on Pavements
  - Focusing on Mechanistic and Empirical Pavement Design Guide implementation, national activities involving pavement management system data collection, and pavement research needs
- Technical Committee on Preconstruction Engineering
  - Addressing final edits for SCOH balloting of the updated version of the Guide for Contracting, Selecting, and Managing Consultants in Preconstruction Engineering
- Technical Committee on Roadside Safety
  - Revising the Roadside Design Guide, including a new chapter on Low Volume Roadways, for balloting in 2008/2009
- Technical Committee on Value Engineering
  - Updating the 2001 AASHTO Guidelines for Value Engineering with emphasis on sections for value engineering performance measures and value engineering in design/build projects

GOALS
We currently have efforts underway to re-focus the Subcommittee. A visioning effort is being undertaken as the first step in this process. This effort recognizes the need to support the initiatives of the technical committees while strengthening the communications between them and the Subcommittee. The Subcommittee’s 1-5 year goals will follow this effort.

Upcoming Meetings
2008 – Region 4, Albuquerque, New Mexico 2009 – Region 3, Indiana
2010 – Region 2, South Carolina 2011 – Region 1
Highways Subcommittee on Highway Transport

Officers
- Chair: James Lynch, MT
- Vice Chair: Jeff Honefanger, OH
- Secretary: Jim March, FHWA
- AASHTO Liaison: Leo Penne, AASHTO

Task Force Chairs:
- Jan Skouby, MO, Operations
- Ric Athey, Arizona, Size and Weight
- Denny Silvio, Louisiana, Oversize/Overweight Permitting
- Cecil Selness, MN, Highway Freight Movement

Review of Subcommittee Charge Statement
No proposed changes.

Schedule of New/Updated Publications
2. Primer on oversize/overweight truck routing, Summer 2008
4. Enforcement in Europe: Scan Report, distribution.
5. Interstate/Intergovernmental Protocol for Disaster Responses Related to Freight

Activities for 2008-2009

Specific
- Carry out implementation plan for size and weight enforcement European scan.
- Form and manage work of AASHTO size and weight increases technical group, including liaison with trucking industry.
- Conclude agreement with boat carriers.
- Continue discussion with utilities industry concerning truck and equipment issues.
- Provide input to NCHRP study on application of Canadian truck regulation experience in the U.S.
- Get Freight Movement Task Force well-established.
- Develop commercial vehicle reauthorization recommendations.
- Disseminate Highway Freight Movement Bottom Line Report

General
- Update membership list at least quarterly.
- Encourage more representation on SCOHT from the freight transportation and planning divisions of transportation departments.
- Continue promoting communication with industry.
- Examine national standards on size and weight for uniformity and respond to proposals for change.
- Promote regional permits among and between the various AASHTO Regions.
- Review and comment on security issues relating to trucking, including the use of ITS technology to monitor/process information on drivers, vehicles and loads.
- Work to integrate trucking elements into state 511 service.
- Develop interactive communication and support system through Subcommittee website.

Goals for Next 5 Years:
- Strive to continually improve and maximize the participation of partners in the commercial vehicle industry with the intent of finding joint solutions.
• Link SCOHT activities to other AASHTO activities in the areas of safety, security, operations and freight transportation.
• Identify potential research projects surrounding the subcommittee's charge that would have a high degree of probability for implementable results.
• Work with AASHTO Freight Transportation Leadership Group (chairs of freight mode committees) to develop an integrated freight transportation effort.
• Continue to support development interregional permit systems.

Upcoming Meetings:

Subcommittee on Highway Transport Annual Meeting
Dates: June
Location: St. Louis, Missouri
HIGHWAYS SUBCOMMITTEE ON MAINTENANCE

Officers:
- Chair: Carlos Braceras, UDOT
- Vice Chair: Russell Yurek, MD SHA
- Secretary: Jim Sorenson, FHWA
- Liaison: Ken Kobetsky, AASHTO

Review of Subcommittee charge statement
- Existing
  No change to existing charge statement

Proposed Schedule
- New or Updated Publications
  - AASHTO Maintenance Manual for Roads and Bridges are now in circulation and available for purchase at the AASHTO Bookstore.
  - The Maintenance Manager (a quarterly newsletter circulated to Subcommittee members)
  - Subcommittee on Maintenance Roster (updated annually)
  - Subcommittee on Maintenance information pamphlet (guide for newcomers)

- Other Activities For The Coming Year
  - The 1st joint meeting for the Subcommittees on Maintenance, Standing Committee on Environment and the Subcommittee on Asset Management is scheduled July 13 – 17, 2008 in Monterey, California.
  - The second Maintenance Quality Assurance Peer Exchange sponsored by AASHTO Subcommittee on Maintenance, FHWA and the TRB is scheduled September 23-24, 2008 in Durham, North Carolina. Contact: Jennifer Brandenburg – NCDOT
  - The National Workshop on Highway Asset Inventory & Data Collection with Equipment Showcase is scheduled September 24-26, 2008 in Durham, North Carolina. The event is being sponsored by AASHTO, FHWA, and the TRB. Contact: Terry Canales – NCDOT
  - The 13th Eastern Winter Road Maintenance Symposium & Equipment Expo is scheduled for August 26-27, 2008 in King of Prussia, PA. Contact: Lee Smithson – AASHTO.
  - The Fourth National Conference on Surface Transportation Weather, June 16-17, 2008, Sheraton Indianapolis City Centre, Indianapolis, IN. Details posted on http://www.transportation.org/?siteid=88&pageid=2169
  - The Seventh International Symposium on Snow Removal and Ice Control Technology, June 17-19, 2008, Sheraton Indianapolis City Centre, Indianapolis, IN. Details posted on http://www.transportation.org/?siteid=88&pageid=2169
  - Continue with the development of the Maintenance Academy. Contacts: Jim Feda – SCDOT, Chris Newman – FHWA
  - Pacific Northwest Bridge Maintenance Conference, October 6-8, 2008, Seaside Convention Center, Seaside, Oregon. Contact: Wade Casey – FHWA
  - Development of the 2008 AASHTO Equipment Reference Book in electronic format to be posted on the AASHTO Subcommittee on Maintenance website.
  - Participating with TRB Committee AHD60 Maintenance Equipment in planning the 16th Equipment Management Workshop.
  - Developing a proposal and resolution for establishing a Pooled Fund Cooperative Program to improve equipment management nationwide by:
    - Discovering technology currently not in general use,
- Evaluating it
- Disseminating in easily understood manner, and
- Taking a systems approach

- Development of Bridge Preservation Roadmap. Contacts: Peter Weykamp – NYSDOT, Wade Casey, FHWA

GOALS

Bridge Task Force
Goal
- Promote the use of the Subcommittee website for information and technology sharing and as a clearinghouse for task force and focus groups.

Statement of Direction
The Bridge Task Force of the AASHTO Highway Subcommittee on Maintenance shall serve as liaison between the State Highway and Transportation Departments and Administrations. The Task Force shall:
- Provide a forum for the interchange of information among the members;
- Promote bridge safety through timely inspections and repairs;
- Promote bridge preservation through effective preventive and corrective bridge maintenance;
- Strive to elevate the awareness and importance of adequate bridge maintenance needs and effective repair and replacement scheduling; and
- Increase cooperation between the maintenance, materials, and design areas in order to construct and rehabilitate structures that are easier to maintain.

Pavement Task Force
Goals
- Promote the Transportation Systems Preservation Technical Services Program.
- Sustain high level of maintenance interest and involvement in the area of System Preservation.

Statement of Direction
The purpose of the Pavement Task Force is to promote the preservation of pavements. The Task Force will attempt to accomplish this purpose by the following activities:
- Coordinate and support the development of guidelines, specifications, terminology and best management practices relative to pavement preservation and maintenance;
- Share information on pavement preservation and maintenance;
- Support and participate in development of pavement preservation projects and the use of innovative pavement materials;
- Develop partnerships and coordinate task force activities with other pavement groups (such as FPP, FHWA, TRB A3C05 Committee, etc.);
- Identify research needs, support development of problem statements and identify potential funding sources; and
- Sponsor technical presentations to communicate new developments in pavement preservation and maintenance.

Roadside & Environment Task Force
Goal
- Promote maintenance as cornerstone to environmental stewardship.

Statement of Direction
The Roadside Task Force will champion roadside and environmental maintenance issues for AASHTO members. The Task Force shall:
- Provide a forum for the exchange of information among its members;
- Increase awareness of the public expectations for aesthetics, safety and environmental protection of the roadside using the concepts of context sensitive solutions;
• Survey best practices for raising public awareness about maintenance constraints to meeting their expectations;
• Serve as the focal point for issues related to roadside facilities and services;
• Serve as the point of contact for environmental issues as it relates to the maintenance of the roadsides and maintenance operations and facilities;
• Promote a dialogue of cooperation between maintenance, design and construction in order to produce roadsides that are easier to maintain thus providing a higher level of service to the traveling public;
• Promote cooperate and communicate with TRB Committees, AASHTO Subcommittees, and other related organizations;
• Develop Research Problem Statements and synthesis and submit to AASHTO Maintenance Subcommittee; and
• Serve as resource and subcommittee liaison on issues involving the joint use of highway rights-of-way (i.e., weight stations, accommodations of utilities, community service groups, and other agencies).

Traffic Services & Safety Task Force

Goals
• Increase awareness and reduce risk to the maintenance workers through improved Work Zone Traffic Safety methods, practices and innovations.

Statement of Direction
The Traffic Services and Safety Task Force is to serve as liaison between the State Highway and Transportation Departments and Administrations. The Task Force Shall:
• Promote safety and mobility for the traveling public through timely and effective maintenance and management of traffic infrastructure (for example, signs, markings, RPMs, signals, ramp meters, lighting, ITS hardware, guiderails, attenuators, RWIS, etc.);
• Promote safe and effective work zones for maintenance activities;
• Increase cooperation between maintenance, traffic and other organizations (law enforcement, fire & rescue, etc.) for effective incident management and emergency management response;
• Provide a forum for the interchange of information among the Subcommittee members; and
• Promote communication and cooperation with Traffic Engineering, Advanced Transportation Systems and other AASHTO Subcommittees, TRB committees, and others.
• Encourage technical development in the area of highway safety and maintenance operations.

Contract Maintenance Focus Group

Goal
• Encourage the use of performance-based contracting for both long-term as well as short-term maintenance and preservation.

Statement of Direction
The Contract Management Focus Group will have the responsibilities of working with all Task Forces, providing an outlet to focus on a particular activity in highway maintenance contracting. The Focus Group shall provide information and guidance for the development and management of highway maintenance contracting.

Performance Measures Focus Group

Goal
• Promote the use of the Subcommittee website for information and technology sharing and as a clearinghouse for task force and focus groups.

Statement of Direction
The purpose of the Performance Measures Focus Group is to focus Highway System Preservation, Maintenance and Operations on customer oriented outcomes and measures being sensitive to all the different environments state agencies must work within. To accomplish this, the Focus Group shall:
• Identify states with customer oriented quality processes for maintenance;
• Coordinate, compile and disseminate current market research information;
• Coordinate and facilitate the development of common language and common approaches to measure performance in roadway, roadside, traffic safety and snow and ice maintenance activities;
• Raise the understanding of all levels of Maintenance professionals in the importance of customer oriented performance measures; and
• Promote good market survey procedures, applications and methods of implementing results

Other Items of Work:
Work is beginning now on the agenda for the Performance Measures Focus Group meeting in Monterey. Draft agenda items include:
• Common performance measures
• Customer surveying techniques
• Research ideas

Equipment Focus Group
Goals
• Promote the use of the Subcommittee website for information and technology sharing and as a clearinghouse for task force and focus groups.
• Promote equipment management.

Statement of Direction
The purpose of the Equipment Focus Group is to interface with each of the Subcommittee on Maintenance Task Forces, identify equipment issues and champion equipment management. To accomplish this purpose the Focus Group shall:
• Provide for the exchange of information among members;
• Identify current critical equipment needs;
• Identify and provide mechanism for evaluation of new equipment.;
• Promote equipment acquisition procedures that include functionality and life cycle costs;;
• Annually produce AASHTO Equipment Reference Book;
• Establish liaisons for equipment concerns for each of the Subcommittee Task Forces;
• Promote demonstration forums to display innovative equipment and ideas;
• Coordinate with Research Focus Group to develop research study and synthesis report problem statements;
• Support national Transportation Research Board biennial Equipment Management Workshop and promote regional equipment manager meetings;
• Promote dedicated equipment funds;
• Promote equipment management.

Management Systems Focus Group
Goals
• Facilitation of continued Quality Improvement in highway maintenance activities by supporting increased involvement of the Highway Maintenance Managers in Asset Management concept.
• Propagate the effective management of assets through Asset Management theory, above the legacy-based maintenance activities.
• Promote the use of the Subcommittee website for information and technology sharing and as a clearinghouse for task force and focus groups.

Statement of Direction
The purpose of the Management Systems Focus Group is to improve maintenance operations by helping highway agencies in determining public expectations, measuring infrastructure conditions, executing operations, and measuring and evaluating outcomes through the application of effective management system principles. At the annual meeting, the Group will provide opportunities to:
• Exchange information with AASHTO Subcommittees as a whole;
• Discuss experiences on innovations/new technology, privatization, research on performance measures and standards, data collection and GASB 34;
• Promote related Maintenance Systems topics such as bridges, congestion management, safety and pavements to achieve full integration under the umbrella of asset management;
• Report on surveys of practice;
• Elevate the role of maintenance management;
• Identify items for our web page;
• Identify needed AASHTOware/shareware;

Research Focus Group

Statement of Direction
The purpose of the Research Focus Group is to serve as liaison for the AASHTO Highway Subcommittee on Maintenance and provide support to Roadway, Roadside, Bridge, Traffic Services, and Snow & Ice Task Forces to meet their research needs. This shall be accomplished through the following:
• Providing a forum for the interchange of research information;
• Surveying the Task Forces annually for items that warrant research and assisting them in the development of appropriate research problem statements;
• Prioritizing the research problem statements and preparing a letter of transmittal to the Secretary of the AASHTO Standing Committee on Research presenting research problem statements and synthesis of practice problem statements which have been endorsed by the delegates; and
• Establishing lines of effective communications with research coordinators with the Federal Highway Administration, Transportation Research Board, and other groups (private partnerships, State pooled fund projects, etc.), as needed.

Workforce Development Focus Group

Goals
• Continue improvement of core business functions by encouraging cross functional assignments through various committee tasks and activities.
• Support Work Force Planning for Knowledge Management, advancing the awareness and value of maintenance professionals leaving the public sector by fostering internal networks of experts in a knowledge-base environment.
• Provide a forum for technical quality and productivity training;
• Encourage technical development in the area of highway safety and maintenance operations.
• Sustain high level of maintenance interest and involvement in the area of Workforce Development.

Statement of Direction
The Workforce Development Focus Group of the Subcommittee on Maintenance will serve as a resource for each of the Operation Task Force teams as they relate to work force training, recruitment and retention. The Focus Group will:
• Address the short term needs of the specific Operational Task Force Teams;
• Promote the careers in the transportation industry;
• Establish lines of effective communication with LTAP, NHI and other institutions of academic development;
• Promote, cooperate, and communicate with TRB AHD15 Committee on Maintenance, Operations Personnel, and the National Partnership for Highway Quality;
• Establish guidelines for an institutional training framework within the maintenance organization;
• Assist in the development and participation in the subcommittee’s annual meeting technical presentations; and
• Provide opportunities to identify and share best practices in training for the maintenance community.
OFFICERS:
Chair: Grant Levi, North Dakota
Vice-Chair: Mark Felag, Rhode Island
Secretary: Jack Springer, FHWA
AASHTO Liaison: Ken Kobetsky, Keith Platte

Review of Subcommittee Charge Statement:
Review existing subcommittee charge statement and determine if any updates or changes are needed.
No change to existing charge statement.

Schedule of New/Updated Publications and Other Activities for 2008:
List of activities for the current year and anticipated milestones or dates of completion (Name in parentheses indicates SOM member or AASHTO staff representative with lead responsibility):

Publications & Meetings
• Work with TRB to establish formal liaisons between SOM and TRB committees. (Springer/Platte)
• Preparing a memorandum of Understanding between AASHTO and ASTM on the relationship between the two organizations. (Kobetsky)
• Compiling a list of ASTM standards that was based on AASHTO standard (Platte)
• Status of AASHTO Technical Service Program to support volunteer effort by technical sections (Kobetsky)
• Developing a training presentation for the SOM on how to write new specifications and test methods (SOM)
• Development of on-line training, to include streaming media, for the SOM website and e-ballot. (Springer/Platte)
• Development of pooled fund study to support SOM standards development (Springer)
• Look at establishing a pooled fund study aimed at hiring consultants for activities to support standards development and other SOM programs (Springer/Kobetsky)
• Continue the AASTHO/ASTM Joint Harmonization Taskgroup (Felag)
• SOM representation on Joint Technical Committee on Pavements (SOM Reps/Platte/Springer)

Recycling
• Report at SOM annual meeting on the result of national survey of state use of recycled materials in the highway environment and establishing what still needs to be done to make consideration of recycled material standards on every project (Jones)
• Status of forming a joint task force of FHWA, AASHTO, the U.S. Environmental Protection Agency (EPA), the U.S. Department of Energy (DOE), and the Association of State and Territorial Solid Waste Management Officials (ASTSWMO), to provide overall leadership for a coordinated national recycling program (Jones)
• Establishing a pooled fund to support Recycled Materials Resource Center (Jones)
• Exploring the use of risk assessment tools in the evaluation of recycled materials (Jones)

AMRL
• Report on AMRL effort to clarify requirements in AASHTO standards for equipment calibrations, standardizations, and checks.
• Report on AMRL research program to continue the development of precision statements for a number of HMA test methods.
• Report on AMRL/NTPEP audit program for manufacturers of plastic pipe and rebar.
• Advise SOM on how to specify replacement equipment that does not contain mercury, as needed.
• Provide comments on AASHTO standards by May 1.
APEL
- Status of NCHRP 20-7 study to migrate AASHTO Product Evaluation List (APEL) database to a more robust platform that integrates more easily with State-level Qualified Product List databases. This will eliminate the need for duplicate entering of data into a State’s database and APEL (Fletcher/Dorsey)

International
- Provide recommendations for 2008 and future scanning tours to Special Committee on International Activities Coordination (Baker/Felag)
- Update on activities on warm-mix asphalt and performance evaluation of the trial sections (Baker)
- Selection of the subjects and participants for international scan tours by FHWA, AASHTO and the AASHTO subcommittees (Kobetsky)

Research
- Submission of the proposed studies for NCHRP 20-7 (Springer/Platte)
- Submission of the proposed studies for NCHRP (Springer/Platte)

LIMS
- Preparation of a draft guide for states to use in establishing a materials management information system (Geary)

NPHQ
- Status of State Quality Partnerships developed in states under the NPHQ banner (Geary)

Goals for Next 5 Years:
- Establish Memorandum of Understanding between AASHTO and ASTM on shared activities in standards development and publication by 2009 (Kobetsky).
- Annually publish the Standard Specifications for Transportation Materials and Methods. (Platte/Grady)
- Work with NTPEP to implement a qualification program for mills producing rebar mills and plants producing plastic pipe. (AMRL Manager/Lutz).
- Continue working with FHWA Recycling Task Force and the University of New Hampshire’s Recycled Materials Resource Center to support evaluation, research, and design/use standards for recycled materials in highway applications through 2009 (Jones).
- Have at least 20 State Qualified Product Lists linked to the APEL database by 2009 (Fletcher/Dorsey).
- Increase use of Internet and AASHTO Website in standards development, SOM organization and operations, and sharing of technical information through 2008 (Platte/Springer).
- Bring all standards into conformance with standard practice for establishing requirements for and performing equipment calibrations, standardizations, and checks by 2010 (AMRL Manager/Lutz).
- Maintain comprehensive and up-to-date information on existing State materials management systems on SOM Website through 2009 (Geary).
- Work with AASHTO’s publication office to determine the best way for AASHTO to distribute the Standard Specifications for Transportation Materials and Methods through the internet. (Geary/Springer/Platte/Grady).

Upcoming Meetings:
- August 2 - 8, 2008, Asheville, NC
- 2009: Anchorage, AK
- 2010: AASHTO Region 3
Duration: 5 days (Sunday evening to Friday noon) held the first full week of August
Note: Meetings of the subcommittee’s 21 technical sections are included as part of this meeting (3 days)
Frequency: Subcommittee meeting occurs once per year, but a brief second meeting is held during the Transportation Research Board meeting in January to update subcommittee members on important issues.
Highway Subcommittee on Right-of-Way and Utilities

Officers:
- Chair: John P. Campbell, P.E., Texas
- Vice-Chair, Right of Way: Jim Viau, Ohio
- Vice-Chair, Utility: Chuck Schmidt, P.E., New Hampshire
- Secretary, FHWA Liaison: Gerald Solomon, FHWA HQ, Washington, D.C.
- AASHTO Liaison: Jim McDonnell, P.E., AASHTO

Review of Subcommittee’s Charge Statement:

- Existing
  No changes proposed to the existing charge statement.

Summary of Planned Activities and Proposed Publications for 2008:

1. **NCHRP Project Panel 20-36**
The AASHTO Special Committee on International Activity Coordination approved the selection of the subcommittee proposal for the International Scan program. The proposal entitled, “Integrating and Streamlining R/W and Utility Processes with Planning, Environment and Design” was selected for funding under the **NCHRP Project Panel 20-36 program**. The consultant coordinator and subject matter expert have been selected and the “desk scan” completed.

   The field work was anticipated to begin in February of 2008 but was delayed pending completion of the hiring process to fill the vacancy created by the retirement of Susan Lauffer as the FHWA HQ Director, Office of Real Estate Services. In late January, 2008 FHWA announced the selection of Gerald Solomon as the new Director, Office of Real Estate Services. Gerry will serve with Subcommittee Chairman, John Campbell as Co-Chairmen of the International Scan team. The team member selection process has resumed, the destination countries are being determined and the field work has been re-scheduled to commence in September of 2008.

2. **Turbo Relocation Product Development**
The Turbo Relocation concept is to develop an AASHTOWare, expert system application to assist with the calculations and product quality controls necessary to support and document the determination of relocation assistance benefits and payments.

   The “Turbo Relocation Steering Committee” completed development of the project solicitation package in November of 2007 and distributed it among the membership to solicit the estimated $1,080,000 product development cost through funding commitments from a minimum of 12 participant agencies. Upon securing the required funding commitments, the request for proposals to develop the product will be followed by selection of a product development vendor to begin by the fall of 2008. It is anticipated that available members of the original “Turbo Relocation Steering Committee” will continue as the “Turbo Relocation Development Task Force”. The “Turbo Relocation Steering Committee” is currently composed of the following members:

   Sabra Mousavi, Arizona DOT (Chairman)
   Dianna Ayers, Washington DOT
   Carmen Reese, Idaho DOT
   Perry Johnston, Arkansas DOT
   Dave Heier,
   John Randazzo, Connecticut
   Arnold Feldman, FHWA Liaison

3. **“Electronic Appraisal”**
The Subcommittee has assisted with the development and coordination of a pooled-fund, research initiative with Texas as the lead state on a project with fifteen member state participants. The initial “Electronic Appraisal” project was completed in August of 2006 and has successfully determined the basic conceptual feasibility of a system for web based user access to an “on-line”, electronic appraisal documents development, capture, transmission, review/approval, storage and archive. The initial research effort also included preliminary work on the logic and
algorithms for the “statistical process controls” features which will provide “smart systems” feedback for quality and cost controls. The Subcommittee will continue to support, monitor and participate in member state implementation initiatives for development of operational systems. The Texas DOT has initiated a research implementation project to develop an operational electronic appraisal capability.

4. **Research Studies and Pilot Project Initiatives**

The Subcommittee, in cooperation with FHWA will continue to participate and assist in the distribution, marketing and implementation of work product from research and pilot project initiatives. Current research initiatives include two projects selected for NCHRP 20-7 funding.

**NCHRP 20-7, Task 247 – “Outdoor Advertising Sign Regulation Study”**

The objective of this research is to identify, compile and report on the standards, measures, practices and enforcement of control of outdoor advertising signs in the various states. The following team members have been selected for Task 247:

- Ken Towcimak, Florida
- Matt DeLong, Michigan
- Lyle McMillian, Utah

**NCHRP 20-7, Task 248 – “Utility Encasement Policy for Highway Crossings”**

The objective of this research is to determine if current DOT encasement policies are appropriate. If it is determined that uncased utility highway crossings are a safe alternative to encased crossings, criteria for uncased crossings will be developed. The following team members have been selected for Task 248:

- Chuck Schmidt, New Hampshire
- Ray Lorello, Ohio
- Robert Memory, North Carolina
- Robert Lee, Alabama
- Paul Scott, TRB representative

5. **Technical Councils**

The primary objective of the Technical Councils is to expand the communications network among the membership and thereby establish the means for greater participation by those actively engaged in right of way and utility operations.

At the January, 2008 meeting of the Subcommittee Executive Board, the organizational structure of the technical councils was reviewed and the subject areas modified to focus on current priorities. There are nine standing technical councils organized by subject area. Each of the standing Technical Councils is chaired by a state R/W or Utility Director.

- “R/W Appraisal and Appraisal Review”, John Sherman, MAI, Wyoming DOT
- “R/W Acquisition and Program Management”, Rebecca Krugman, Wisconsin DOT
- “R/W Property Management”, Richard Allen, Connecticut DOT
- “Relocation”, Sabra Mousavi, Arizona DOT
- “Outdoor Advertising”, Richard Hunter, Illinois DOT
- “R/W and Utilities, Scoping and Mapping”, Robert Memory, North Carolina DOT
- “Utility Coordination, Relocation and SUE”, Jesse Cooper, RPLS, Texas DOT
- “Utility Accommodation”, Mike Mariotti, New York DOT
- “Utility Safety”, Jeff Baker, Georgia DOT
6. Strategic Communications and Information Exchange
The Subcommittee will continue to maintain and expand resources to facilitate information exchange among the membership and contribute to an overall Strategic Communications network.

The key components of the subcommittee Information Exchange resources include:

- The Subcommittee website located at [http://rightofway.transportation.org/](http://rightofway.transportation.org/), developed and maintained by the voluntary efforts of the Florida DOT.

- The Subcommittee has also established and maintains a very active “on-line, Clearinghouse” resource for query, compilation and distribution of the results from topic-specific, surveys submitted by R/W and Utility members. The “Clearinghouse” function is managed by the voluntary efforts of the Illinois DOT who also collect, publish and distribute the compiled responses for use by the membership. A comprehensive index, with links to the full text of each web survey is available at the above link to the subcommittee website. The following is a representative listing of survey topics and the states that submitted them to date for FY 2008.
  
  - “Content Management Systems”, Oregon
  - “Scope of Work for Subsurface Utility Engineering (S.U.E.)”, Pennsylvania
  - “Public-Private Partnerships and Lesser than Fee Ownership”, Nevada
  - “Utility Longitudinal Use of Interstate Rights of Way”, Florida
  - “Criteria for RR Crossings”, Arizona
  - “Access to Multiple Listing Service (MLS)”, Maine
  - “Abandonment of underground facilities in R/W”, Hawaii
  - “Right of Way Acquisition Process for State Funded Projects”, Utah
  - “Minimum Standards for Relocation of Utility Poles”, Ohio
  - “Gas Pipeline Installations on Highway Structures”, Washington

- The Subcommittee’s task force for R/W and Utility Research is currently headed by the Washington DOT with the purpose of compiling an index of recent and current study on topics of interest in the right of way and utility areas. The intent is to provide a resource, in the form of a research reference guide, for shared use by subcommittee membership and partners.

7. FHWA Excellence Awards
One of the ways that the subcommittee recognizes and promotes best practices is through the annual presentation of FHWA’s “Excellence Awards” to state recipients in a variety of right of way and utility categories. In 2007 the FHWA established a new schedule for alternating the annual presentation of the “Excellence Awards” to feature utility award recipients one year followed the next year with recognition of right of way recipients. This year, FHWA will feature the “Excellence in Right of Way Awards” for presentation at the 2008 annual meeting in Grand Rapids, MI. The Right of Way award categories include: Innovation, Leadership, Stewardship, Streamlining/Integration and Technical Specialty.

Goals for Next 5 Years:
1. Initiatives for Investment in the Professional Practice of R/W Acquisition
The broad range of professional-level qualifications and experience required for the successful practice of right of way acquisition, demands a priority focus on the growing concern for the recruitment, retention, training and succession planning of qualified, right of way practitioners. The Subcommittee on Right of Way and Utilities will explore opportunities to promote and expand the professional standing of R/W programs and personnel.

2. Professional Education and Training
The Subcommittee in coordination with FHWA and other partners in professional education will expand efforts to develop and update professional education initiatives and partnerships. FHWA has now made available an updated, web-based, course on the “Uniform Act” for use at no cost to all state DOTs, their partners and consultants. The Office of Real Estate Services and FHWA’s National Highway Institute (NHI) currently offer the following courses related to real estate program activities:
The latest course offering is a web-based course on "Outdoor Advertising Control".

The Subcommittee has followed the federal lead and expanded participation with our private partners in professional Right of Way education in order to promote enhanced and consistent quality in training opportunities for both state and industry personnel. This is an ongoing item that will involve a variety of educational programs and providers including the National Highway Institute (NHI), the International Right of Way Association (IRWA), NCHRP initiatives, and AASHTO publications. The Subcommittee supports the initiative by the IRWA to overhaul and modernize course materials and instructional methods.

The Subcommittee will continue to coordinate and work in partnership with FHWA to explore the feasibility for development of a Right of Way Training curriculum, sponsored at the university or college level with particular emphasis on long distance or web-based learning.

3. Integrated Project Delivery
The Subcommittee on Right of Way and Utilities will continue to pursue opportunities to participate in combined forums with other AASHTO Committees and SCOH Subcommittees in order to meet the goal of improving multi-disciplinary coordination in development and delivery of transportation projects. The current priority to integrate right of and utility operations with project planning, creates a mutual benefit for interaction with groups such as the Subcommittee on Design, the Standing Committee on Planning, and the Standing Committee on Environment.

The Subcommittee on Right of Way and Utilities continues to support and participate in the Program Delivery Improvement Tool (PDIT) developed in response, and as a component of the U.S. DOT priority for focus on Accessibility and Accountability. Current Subcommittee representatives on the PDIT team include:

Ken Towcimak, Florida
Gerry Gallinger, Washington
Gary Fawver, Pennsylvania
Jim Viau, Ohio

One of the Right of Way and Utility subgroup’s goals for PDIT is to correlate the effectiveness of improved, early communication and coordination with Right of Way and Utility functions as a factor in more effective, timely and cost efficient project delivery.

The subcommittee, in coordination with an NCHRP funded study conducted by Virginia Tech, has participated on the "Advisory Council on Integrating Geospatial Technology into the Right of Way and Utility Process". The first phase of the study was completed in June of 2006 and is currently scheduled for completion and implementation. Current asset management initiatives fuel a growing interest in the graphical representation of spatial right of way and utility features associated with asset inventory data.

5. Right of Way and Utilities Best Practices Guide
The R/W and Utilities Subcommittee will continue to actively promote and support implementation of best practices as new technologies and state of the art methodologies emerge or state or federal laws and regulations change which affect Right of Way and Utilities. Future activity to formally incorporate such enhancements will be accomplished by proposal for amendment to the Right of Way and Utilities Best Practices Guide in the SCOH Strategic Plan, Strategy 4-4.
Upcoming Meetings:

- The Annual Meeting of the Highway Subcommittee on Right of Way and Utilities will convene in Grand Rapids, Michigan this spring. The full membership of the subcommittee is composed of the Right of Way (R/W) and Utility directors for each of the 50 states, Puerto Rico and the District of Columbia, as well as FHWA Liaisons for both Realty and Utility program areas. Separate business meetings of the R/W and Utility Directors are convened during the conference. An estimated 350 attendees and guests are expected to attend the general, break out and Technical Council sessions.
  
  - Dates: May 5 – 8, 2008
  - Location: Grand Rapids, Michigan
  - Duration: 3½ days
  - Frequency: The Highway Subcommittee on Right of Way and Utilities meeting of the full membership occurs annually.

- The Executive Board of the Highway Subcommittee on Right of Way and Utilities meets annually to conduct mid-year subcommittee business, identify emerging issues and coordinate with FHWA leadership on anticipated federal program changes and enhancements. The initial planning session for the annual, spring meeting of the full subcommittee is also conducted at the mid-year meeting of the executive board.

  - Dates: January 6 - 9, 2009
  - Location: Oklahoma City, Oklahoma
  - Duration: 2½ days
  - Frequency: Subcommittee Executive Board meeting occurs once per year.
SUBCOMMITTEE ON SYSTEMS OPERATIONS AND MANAGEMENT (SSOM)

Officers
- Chair: R. Scott Rawlins, NV
- Vice Chair: Connie Sorrell, VA
- Secretary: Jeff Paniati, FHWA
- AASHTO Liaison: Mark S. Bush

Review of Subcommittee Charge Statement
There are no proposed changes to the charge statement for 2008.

Proposed Schedule

Activities For The Coming Year

2008 SSOM Annual Meeting will be held jointly with the Special Committee on Wireless Technology, August 10-13, 2008 in San Francisco, CA.

A joint meeting is anticipated in 2009 with the Subcommittee on Traffic Engineering.

Continue to execute the Business Plan for Mainstreaming Operations in State DOTs (developed through NCHRP 20-7) in accordance with established timelines.

Continue to support the National 511 Coalition and Vehicle Infrastructure Integration Initiative.

Support implementation of the National Unified Goal for Traffic Incident Management in conjunction with the National Traffic Incident Management Coalition (NTICM).

Support the National Transportation Operations Coalition and support of ongoing evaluation releases of the National Traffic Signal System Report Card.

Adopt guidebook on planning for operations, currently being developed by the Joint Task Force with Standing Committee on Planning. (Cambridge Systematics under contract through AASHTO funded by FHWA Office of Operations.)

Balloting of Products and Standards
The Subcommittee anticipates balloting numerous items for the coming year, among them: Intelligent Transportation Systems Standards, NTCIP Standards.

Also, the Emergency Transportation Operations Guide (from NCHRP 20-59(11) as an AASHTO Publication is planned to be re-balloted due to previous ballot being voided.

Publications in FY 2008

No items posted as of this date.
Determinate on future balloting.

Ongoing Research
- Traffic Incident Management + Program for Worker Safety – NCHRP 20-7(221)
- Statewide Incident Reporting Systems – NCHRP 20-7(215)
- Guide to Multi-state Transportation Operations Programs – NCHRP 3-84
- Update of the AASHTO Maintenance Manual to Include Operations – NCHRP 20-7(203).
Proposed Research


GOALS
The SSOM’s primary focus this year is to re-examine its strategic mission and ensure it is aligned with the continuing and increasing demand for operations of our current transportation infrastructure to maintain safety, mobility and reliability of the system.

With the majority of new SSOM LT members, the SSOM is also currently examining its existing Strategic Plan and will update this plan over the summer 2008. The plan will result in potential reorganization of the SSOM and its task forces and may result in new or realigned subcommittee and task force work plans. The new Strategic Plan will be completed and presented by the August SSOM Meeting.

With its updated plan, SSOM will implement its goals and objectives through various already-developed and new initiatives. Some of the existing initiatives currently underway:

1. Mainstreaming of operations into state DOT policy-making and organizational structures.
2. Expansion of performance monitoring and measurement. Increased real-time reliability and 24-7 system operation.
3. Development and deployment of ITS and technology for improved traffic flow, standards, and best practices for transportation operations.
4. Improved coordination for developing, maintaining and enhancing strategic partnerships and those critical relationships with other stakeholders, interests, and associations affecting and having a vital interest in the operation of the nation’s transportation infrastructure, including other AASHTO committees and subcommittees.

In order to push Operations to the forefront equal in importance and aligned with Development and Delivery to the proper functioning of the transportation system, SSOM will formulate and deliver a position on the 2009 Authorization for the current and future needs of operations.

In order to “mainstream” operations into organizational structures, operations and its concepts need to be marketed. SSOM will develop a marketing plan to achieve this.

Initiatives to support these goals will be carried out by the Subcommittee as a whole and the Subcommittee’s newly developed Task Forces during strategic planning. Many of the below goals from current task forces will be implemented into continuing or new task forces.

REEXAMINE EACH TASK FORCE AND WORK PLAN for the new strategic work plan.
This may result in new, merged or elimination of specific task force and work plans. Summary
Each SSOM Task force had finalized a work plan to support the Subcommittee and additional Task Force goals. The current identified initiatives are described below:

Overall Subcommittee

- Develop lead state program to support mainstreaming of systems operations into state DOTs
- Establish Subcommittee website as clearinghouse for Subcommittee activities and resources
- Participate in related national initiatives including the National Transportation Operations Coalition and Federal Highway Administration initiatives
- Develop future cycle of SSOM meetings and coordinate joint meetings with other AASHTO standing committees and subcommittees, including Traffic Engineering (2009), Planning (TBD), Highway Traffic Safety (TBD), Maintenance (TBD), and Highway Transport (TBD),
- Support implementation of SAFETEA-LU, form position and recommendations on 2009 Authorization and communicate via AASHTO Board recommendations.
- Coordinate activities with the Special Committee on Transportation Security
- Coordinate activities with the Special Committee on Wireless Technology
ITS Standards Development and Deployment
- Develop multi-program of high priority standards for key transportation operations applications and scenarios
- Streamline the development and maintenance processes and improve partnership roles for reduction in standards development time
- Develop a recommended deployment program for state and local organizations and recommended deployment initiatives to stimulate state and local action over the next two years

Performance Measures
- Develop common standardized set of performance measures for key operations activities
- Develop and standardize key measures and reporting mechanisms for benchmarking key national trends in operations
- Develop mechanisms for communicating benefits of operations to managers, decision makers and the public
- Support research to develop tools to simulate and evaluate potential operations activities

Technology Initiatives for Operations
- Support and advance business plans for:
  - Vehicle Infrastructure Integration,
  - National 511 Coalition,
  - Incident Reporting Systems and Electronic Data Exchange
- Support peer exchange and advancement of best practices in ITS, including ITS procurement practices, and public-private partnerships
- Support knowledge exchange with private sector technology leaders

Traffic Incident Management (TIM)
- Support the National Traffic Incident Management Coalition (NTIMC) in cooperation with USDOT partner associations
- Execute a business plan for the NTIMC that advances best practices in responder safety and quick clearance
- Develop and support progress toward a National Unified Goal (NUG) for TIM
- Hold a second National Conference on TIM in Nov-Dec 2006 to finalize the NUG
- Support implementation of International Scanning Tour on TIM
- Review and support role out of Emergency Transportation Operation Guide
- Work with the Performance Measures Task Force to establish means of benchmarking incident management practices

Work Zones
- Coordinate with FHWA to facilitate the development and implementation of Work Zone Mobility and Safety Plans in conjunction with new rules and/or guidelines
- Coordinate and champion reviews and research of methodologies for improvements in work zone mobility and safety
- Work with the Performance Measures Task Force to establish means of benchmarking work zone management practices

Under current consideration:
1) Combine Task Forces: ITS Standards Development and Deployment and Technology Initiatives for Operations as one task force.
2) Disband the Work Zone task force.
3) Create a Systems Reliability Task Force to encompass the existing Traffic Incident Management Task Force and incorporate selected Work Zone Task Force, 511 and TIM goals.
4) Rename the Performance Measures Task Force to Planning Program Management and Performance Measurements Task Force. Other Work Zone task force goals to be incorporated in this new Task Force.
5) Create a Congestion Management Task Force. This task force will incorporate remaining associated Work Zone Task Force goals and include congestion pricing initiatives.
Upcoming Meetings

2008 SSOM Annual Meeting will be held jointly with the Special Committee on Wireless Technology, August 10-13, 2008 in San Francisco, CA.

A joint meeting is anticipated in 2009 with the Subcommittee on Traffic Engineering.
HIGHWAYS SUBCOMMITTEE ON TRAFFIC ENGINEERING

Officers
- Chair — Del McOmie, Chief Engineer, Wyoming Department of Transportation
- Vice Chair — Tom Hicks, Director, Traffic and Safety, Maryland State Highway Administration
- Secretary — Robert Arnold, Director of Transportation Operations, FHWA
- AASHTO Liaison — Ken Kobetsky, Program Director, Engineering

Review of Subcommittee charge statement
No change to existing charge statement

Proposed Schedule
Plans for 2007-2008 include continuing work with the NCUTCD, including the mid-year meeting in January, and evaluating proposed changes to the MUTCD as they may be published in the Federal Register.

The subcommittee will continue to address requests for changes in the designation of control cities along Interstate highways.

The five Technical Committees have the following work plans:

Work Zone
- There are several ongoing areas that the Work Zone Technical Team will continue to be involved. The Federal Highway Administration produces the Work Zone Operations Best Practices Guidebook, and the Work Zone Technical Team provides input as to which new practices should be included and which should be removed. The Team will continue to provide input on FHWA rulemaking as needed. The Team will provide expertise as needed for the Work Zone Peer to Peer program.
- In addition, three areas have been selected as part of the work program for the upcoming year. The Team wants to put a compendium of work zone training together. There is a wealth of work zone training available, but in many cases, the practitioner isn’t aware of a program that is needed to fit a particular need. For example, many are not aware of the training available from the FHWA for law enforcement in the area of work zones. A second project would be the development of a research problem statement regarding traffic control for short-term and mobile work operations. While this area is a common operation for most agencies, it receives little attention in the MUTCD. The initial thought is to do a synthesis of existing traffic control, and then to develop specific recommendations. The last area of work for the upcoming year is to continue to explore the potential for joint projects with the SSOM Work Zone Team. One possibility is to develop work zone performance measures. Some work in this area was done by Minnesota, and now TTI is working with FHWA to produce work zone performance measures. There is interest in the Work Zone Technical Team to partner with the SSOM Work Zone Team in this effort.

Signing and Marking
- The signing pamphlet “Are Your Signs Working for You?” will be sent to AASHTO for printing and distribution. It will be posted to the Traffic Engineering website, sent to LTAP chair, sent to NACE, and placed on the NCUTCD website.
- A research problem statement will be forwarded to AASHTO, through the SCOTE chairman, to look at the state-of-the-practice and the pros/cons of the various types of rumble strips and rumble stripe configurations. There will also be consideration of audible or profiled pavement markings under this research proposal.
- A pamphlet “Are Your Markings Working for You?” will be drafted. ATSSA is working on a marking guidebook, which will be examined for ideas to include in the pamphlet. (Consideration will be given to focusing the pamphlet toward private property aspects, because some members feel that is the real issue.)
- Support a Human Factors resolution to include human factors in decision making during the planning and design process.
- Following the publication of the NPA for the next edition of the MUTCD, the team will review the changes to generate a short summary of the impacts of those changes on various agencies.
Traffic Design, Regulation and Management

- **Access Management.** SCOTE has been given lead responsibilities for access management. Other AASHTO committees will be contacted to inquire if there are issues that should be addressed by SCOTE. The technical team will make these inquiries and discuss any issues that are presented.

- **Automated Enforcement.** A survey of states will be conducted to document those that are doing automated enforcement and which states have successful programs. The committee will review the best programs and will consider preparing a best practices guideline.

- **Bicycle Guideline.** The technical team will monitor the development of the Bicycle Guideline and will report any issues to SCOTE.

- **Speed Operational Issues.** Technical team members will review the latest research on the issue of design versus operational speed and will report to the team at the next annual meeting.

- **Drivers Handbook.** The team will continue to monitor efforts to include information in State Drivers Manuals on the subjects of Older Drivers, Trucks, Work Zones, Bicycles, and ITS as part of NCHRP 20-07 Task 212 to develop this material. The first drafts of all sections should be completed during the summer of 2007 with the final products by the fall.

Safety and Security

- Convene meeting with leadership of the Highway Safety Subcommittee to determine relative roles; consider a future joint meeting with this subcommittee.

- Survey the members to obtain best practice incident management practices and present findings at next Annual Meeting.

- Assist FHWA with the Comprehensive Highway Safety Plan activity and provide comments on the guidance chapters.

Traffic Signals and Roadway Lighting

- Summarize responses to Technical Team list serve inquiries.
- Review the NTOC Traffic Signal Report Card to identify topics for future work activities.
- Survey members as to traffic signal resource requirements: what kind and how much.

Other Activities

In addition to the above task force assignments, the Subcommittee will take the lead on keeping the new AASHTO Pedestrian Facilities Handbook current. This will be done in cooperation with other appropriate AASHTO subcommittees.

Work with ATSSA to review ATSSA flagger training guidelines.

Members to review 20-7 project on outdoor advertising and digital billboards.

Coordinate activities regarding FHWA rulemaking on retro-reflectivity of lane markings.

Participate in ongoing work regarding Highway Safety Manual.

Upcoming Meetings

June 2008, Mobile, Alabama
June 2009, New Hampshire (Joint Meeting with SSOM)
AASHTO Task Force to Develop the Highway Safety Manual (HSM)

Chair
D. W. Vaughn, AL

Members of the AASHTO Joint Task Force:

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<tr>
<td>Wilbur Dixon, NJ</td>
<td>Cindy Cramer, WV</td>
<td>Mike Curtit, MO</td>
<td>Mark Gaydos, ND</td>
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<td>Gary Modi, PA</td>
<td>Jim Mills, FL</td>
<td>Priscilla Tobias, IL</td>
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<td>Bart Thrasher, VA</td>
<td>Tim McDonald, OH</td>
<td>Robert Hull, UT</td>
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<td>Kirk McClelland, MD</td>
<td>Kevin Lacy, NC</td>
<td>Mark Bott, MI</td>
<td>Ted Trepanier, WA</td>
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<td>Bruce Ibarguen, ME</td>
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Background and Charge Statement:
The AASHTO Joint Task Force was created to work with the NCHRP panel to oversee and provide input to the consultants who are developing the Highway Safety Manual (HSM). The goal of the AASHTO task force is to help ensure that the HSM is a document that will be both useful to the State DOTs and appropriate for inclusion as an AASHTO guide document.

HSM Outline:
The Joint Task Force continues to work closely with the TRB Task Force to develop the HSM and the NCHRP. As of January 2008, a revised outline for the HSM has been developed as follows:

Part A – Introduction, Human Factors, and Fundamentals
1. Introduction and Overview
2. Human Factors
3. Fundamentals

Part B – Roadway Safety Management Process
4. Network Screening
5. Diagnosis
6. Select Countermeasures
7. Economic Appraisal
8. Prioritize Projects
9. Safety Effectiveness Evaluation

Part III – Predictive Methods
10. Rural, Two-Lane Roads
11. Rural, Multi-lane highways
12. Urban and Suburban Arterial Highways

Appendices – Calibrating Safety Performance Functions

Part IV – Accident Modification Factors
13. Roadway Segments
14. Intersections
15. Interchanges
16. Special Facilities and Geometric Situations
17. Road Networks
Summary of Planned Organizational/Administrative Activities for 2008:

As the Manual undergoes its final year of writing and review by the many associated NCHRP projects and, in anticipation of its adoption and publication by AASHTO, coordination between the many projects, panels, and task forces is critical.

The TRB Panel Consultant has proposed a process for improving collaboration among the three groups instrumental in drafting and publishing the HSM: the TRB Panel, the NCHRP TF, and the AASHTO TF.

Prototype Chapter (now chapter 4) was reviewed. This new format is being applied to the other chapters which are being submitted for review to the NCHRP TF and subsequently to the AASHTO TF. Status of chapters as of March 2008 is attached.

The AASHTO TF met with representatives of the TRB Panel and NCHRP TF to discuss extent of contract renewal regarding development of the Manual. SCOR has approved supplemental funding and recommendation to complete draft 2 by June 30, and draft 3 by December 2008 in the complete, user-friendly format. SCOR’s project recommendation will be voted on by the AASHTO BOD at the Spring Meeting.

HSM TRB Consultant Kittleson and Associates, Inc. will present status update at SCOTE, SCOD, and SCOHTS-SM, as requested.

Future Meetings / Coordination With Other Committees

The AASHTO TF will participate in the TRB Irvine, CA Beckman Center meeting to be held August 19 – August 22, 2008.

The AASHTO Task Force has scheduled a HSM Status presentation at AASHTO’s Standing and Sub Committee Annual meetings. The Highway Subcommittee on Design (SCOD) will receive the update on Tuesday, July 15th in Albuquerque, NM. The Highway Subcommittee on Traffic Engineering (SCOTE) will be updated on Tuesday, June 17th in Mobile, AL. The Standing Committee on Highway Traffic Safety was updated last fall and will be kept updated through its AASHTO Liaison.

Goals for Next 1-5 Years

Once the Manual is developed and finalized, either in part or in whole, the AASHTO TF will be tasked with reviewing the Manual and preparing it for balloting and approval by the subcommittees and standing committees for ultimate approval by the AASHTO Board of Directors for publication as an AASHTO Manual.

The AASHTO TF will be reviewing the Manual with that in mind over the next year until December 2008. At that time, the Manual will be complete as per the contract between the TRB Panel and its consultant.

In January 2009, the AASHTO TF will begin the AASHTO review process of the Manual for AASHTO publication.

During the Summer of 2009, the draft Manual will be balloted by SCOD, SCOTE, and SCOHTS-SM for approval and forwarding to the respective standing committees.

In the Fall of 2009, the approved draft will be balloted for approval by the Standing Committee on Highways and the Standing Committee on Highway Traffic Safety.

At either its Fall 2009 meeting or the Spring 2010 meeting, the AASHTO BOD will ballot the draft Manual for approval and publication as an AASHTO document. Upon approval, AASHTO will begin its publication process.

AASHTO publication can be tentatively anticipated in Summer 2010.
OFFICERS:

- Chair: John Njord, UT

The Task Force on Project Management and Delivery was established by the AASHTO Board of Directors at the Annual Meeting in September 2007 to “...explore the need to address the many project management and delivery issues that cut across the traditional functional areas within State DOTs and, if needed, recommend a structure within AASHTO to address these issues and provide technical assistance.”

The Task Force is being chaired by Mr. John Njord, Director, Utah DOT, and reports to the Standing Committee on Highways (SCOH), but also includes representation from the Standing Committees on Planning (SCOP), Environment (SCOE), and Quality (SCOQ).

An NCHRP 20-7 research project has been funded to assist in the identification of issues for this task force to consider. This project is titled “Identification of Cross-Cutting Issues related to the Development, Management, and Delivery of Transportation Projects and Programs.” The primary objectives of this research are 1) to identify and prioritize cross-cutting issues related to development, management, and delivery of projects and programs, and 2) to develop an organizational plan for integrating these issues within the AASHTO committee structure.

Most of the work of this task force is being conducted through conference calls and by e-mail. However, a face-to-face meeting is scheduled for Sunday, May 4, 2008, in conjunction with the AASHTO Spring Meeting to discuss progress being made on the NCHRP project as well as status of the CSS Work Groups that were established after the CSS National Peer Exchange in Fall 2006.

The Task Force anticipates returning to SCOH and the Board of Directors with a report and proposal on how to address project management and delivery issues within AASHTO at the Annual Meeting in Hartford, CT, in October 2008.
TECHNOLOGY IMPLEMENTATION GROUP

Officers:

Chair        Ananth Prasad, FL
Vice Chair    John Polasek, MI
Secretary     Byron Lord, FHWA
AASHTO Liaison Keith Platte

Review of Subcommittee charge statement
No change to existing charge statement

New Implementation Activities:

• Selection of Two/Three New Focus Technologies
• Selection of Two or Three Additionally Selected Technologies

Note: The above selections will be made at the TIG Spring Meeting

Other Activities:

• Reexamine and Implement TIG communications plan.

Goals for Next Five Years:

• Expand TIG’s technology forecasting ability by strengthening ties with State, Federal, and AASHTO research entities.
• Promote coordination with Transportation partners (FHWA, Industry, etc) to implement TIG Technologies within in the transportation community.
• Be the leading voice of technology transfer activities in the transportation community.

Future Meetings:

• October 16, 2008. Hartford, Connecticut
• Possibly January 2009, TRB
NTPEP OVERSIGHT COMMITTEE

Officers
Chair: William Temple (Louisiana, Chief Engineer)
Vice Chair: Tom Baker (Washington, State Materials Engineer)
AASHTO Liaison: Joseph Dorsey, NTPEP Project Engineer
Henry Lacinak, NTPEP Staff Liaison

NTPEP ADMINISTRATIVE TASK FORCE:
David Kuniega (Pennsylvania) Alan Rawson (New Hampshire)
Derrick Castle (Kentucky) Robert Sarcinella (Texas)
Jim McGraw (Minnesota)

Review of Subcommittee charge statement
No change to existing charge statement

Proposed Schedule
Organizational and Administrative Framework

NTPEP is a pooled fund engineering technical service program which operates from AASHTO headquarters in Washington, DC. It is staffed by two full-time engineers who are responsible for day-to-day operations, administration and coordination of the NTPEP program. The program coordinates testing on a wide array of highway safety devices, construction materials and maintenance products. Whenever possible, cooperative agreements are entered into with Industry Associations who are expert in their respective industries. For each class of product category under NTPEP, a Project Panel of state DOT and Industry membership convenes annually face-to-face and on conference calls to discuss the status of the ongoing and pending evaluations.

The NTPEP Oversight Committee is composed of up to three members from each AASHTO member departments. They provide technical guidance to the program. Chairman and Vice Chairman of the NTPEP Oversight Committee are appointed by the AASHTO Executive Director. For administrative matters and industry appeals a NTPEP Administrative Task Force (ATF), representing each of the AASHTO regions, is selected by the NTPEP Chairman.

The NTPEP Oversight Committee regularly communicates with the Federal Highway Administration (FHWA). FHWA technical subject experts participate in NTPEP project panels.

A senior ranking steering committee was set up in 2000 to address issues facing implementation of NTPEP program results within the highway safety devices area. A Joint Review Evaluation Committee (JREC) composed of five AASHTO members and five industry members, represented by the American Traffic Safety Services Association (ATSSA), meets twice a year to promote NTPEP.

Schedule of NEW Activities for FY09 Program Year:

During the 2008-2009 fiscal program year, NTPEP intends to conduct major field demonstration projects and nationally-coordinated laboratory testing in the following product categories.
## NTPEP Test Decks (Major Projects to Initiate, 2008-2009 Cycle)

<table>
<thead>
<tr>
<th>#</th>
<th>Due</th>
<th>Lead States</th>
<th>Description of Activity</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>March 2008</td>
<td>Minnesota, Missouri</td>
<td>Coordinate laboratory evaluations of concrete admixtures. Publish and distribute final report.</td>
</tr>
<tr>
<td>2</td>
<td>March 2008</td>
<td>Minnesota, Kansas</td>
<td>Coordinate laboratory evaluations of concrete curing compounds. Publish and distribute final report.</td>
</tr>
<tr>
<td>3</td>
<td>April 2008</td>
<td>Virginia, Louisiana, Minnesota, Arizona and Missouri</td>
<td>Coordinate, fabrication and install test panels for 2007-2010 cycle of testing for sign sheeting materials. Field evaluation racks are at four locations nationally. Publish previous year's data on DataMine.</td>
</tr>
<tr>
<td>4</td>
<td>April 2008</td>
<td>Louisiana, Minnesota, Arizona and Missouri</td>
<td>Coordinate, fabricate, and install 2007 “Roll Up Signing Materials” test deck at three field locations. Evaluate products and publish reports.</td>
</tr>
<tr>
<td>5</td>
<td>May, June &amp; July 2008</td>
<td>Pennsylvania, New York, Louisiana, Minnesota, Utah, Mississippi and Mississippi State University</td>
<td>Coordinate, install, and evaluate a pavement marking deck in Pennsylvania. Conduct routine readings on test decks installed in previous years. Perform laboratory testing. Publish and distribute hard copy reports and post data on DataMine.</td>
</tr>
<tr>
<td>7</td>
<td>Fall 2008</td>
<td>Georgia, Florida</td>
<td>Coordinate, install, and evaluate raised pavement marker “sun country” field test deck in Georgia. Conduct laboratory testing on products. Publish and distribute reports.</td>
</tr>
<tr>
<td>8</td>
<td>Fall 2008</td>
<td>Ohio, Georgia, Florida</td>
<td>Coordinate, install, and evaluate snowplowable raised pavement marker field test deck in Ohio. Conduct laboratory testing on products. Publish and distribute reports.</td>
</tr>
<tr>
<td>9</td>
<td>Fall 2008</td>
<td>Ohio, Kansas, New York</td>
<td>Coordinate, install, and evaluate rapid set concrete patch field test deck. Conduct laboratory testing on products. Publish and distribute reports.</td>
</tr>
<tr>
<td>10</td>
<td>January 2009</td>
<td>Tennessee</td>
<td>Coordinate, install, and evaluate winter 2009 – summer 2009 flexible delineators and work zone drums field and laboratory testing. Publish and distribute final report.</td>
</tr>
<tr>
<td>11</td>
<td>February 2009</td>
<td>North Carolina</td>
<td>Coordinate field evaluation of portable changeable message signs and flashing arrow panels. Publish and distribute a final report.</td>
</tr>
<tr>
<td>12</td>
<td>QUARTERLY</td>
<td>New York, Washington</td>
<td>Quarterly solicitation and laboratory evaluation of geotextiles. Publish and distribute hard copy test reports and post results via the Internet and NTPEP DataMine.</td>
</tr>
<tr>
<td>13</td>
<td>QUARTERLY</td>
<td>Wisconsin, TRI/Environmental</td>
<td>Quarterly solicitation and laboratory evaluation of Erosion Control Products. Publish and distribute hard copy test reports and post results via the Internet and NTPEP DataMine.</td>
</tr>
</tbody>
</table>
| 15 | ONGOING        | Kansas, Washington, TRI/Environmental, Plastics Pipe Institute           | Coordinate, sample and test “HDPE Plastic Pipe”. Publish test reports online. Launched new program merger with Plastics Pipe Institute (PPI) and the Eastern
NTPEP TEST DECKS (MAJOR PROJECTS TO INITIATE, 2008-2009 CYCLE)

<table>
<thead>
<tr>
<th>#</th>
<th>Due</th>
<th>Lead States</th>
<th>Description of Activity</th>
</tr>
</thead>
<tbody>
<tr>
<td>16</td>
<td>ONGOING</td>
<td>Texas and AMRL States Consortium (ESC) and utilizing AMRL as the auditing agency.</td>
<td>Finalize and launch new program to certify reinforcing steel plants utilizing AMRL as the auditing agency.</td>
</tr>
<tr>
<td>17</td>
<td>ONGOING</td>
<td>Washington, New York, TRI/Environmental</td>
<td>Coordinate, sample, and test reinforcement geosynthetics materials. Publish reports online.</td>
</tr>
</tbody>
</table>

Ongoing Activities supporting NTPEP expansion and promotion:
NTPEP staff maintains the committee website, [http://www.ntpep.org](http://www.ntpep.org). The program’s success is largely due to public-private partnerships. Therefore presentations are made at various regional and national conferences and liaison reports are provided to other AASHTO committees.

Goals for Next 3 Years:

- Increase use of NTPEP results through speaking engagements, training opportunities, and peer exchanges.
- Introduce additional collaborative online communication for committee correspondence.
- Establish a greater presence in the AASHTO community.
- Structure organization to handle program growth.
- Work with the National Electrical Manufacturers Association (NEMA), the Institute of Transportation Engineers (ITE), and other AASHTO subcommittees to create a national testing and evaluation program for Light Emitting Diodes (LEDs) and signal controller boxes

Upcoming Meetings:

- NTPEP 2008 annual meeting of the NTPEP Oversight Committee
  - Dates: April 28 – May 2, 2008
  - Location: Madison, WI

- NTPEP 2009 annual meeting of the NTPEP Oversight Committee
  - Dates: May 4-8, 2008
  - Location: Portland, ME
SPECIAL COMMITTEE ON US ROUTE NUMBERING

Chair: D. W. Vaughn, AL - Region 2

Members:
- Ken Sweeney, ME - Region 1
- Kevin Keith, MO - Region 3
- Cathy Nelson, OR - Region 4
- Marty Vitale, AASHTO, Secretary

Review of Subcommittee Charge Statement:
- The charge statement has been reviewed and determined to be relevant.

Proposed
- None

Schedule of New/Updated Publications and Other Activities for 2005-2008:
- Policy and Procedures for U.S. Bicycle Routes by December 2008
- Application for U.S. Bicycle Routes by December 2008
- Sub web page for the U.S. Bicycle Routes has been established and should be completed based on the above plans.
- Convert all application and documentation to an electronic format (completed)

Expected Goals for Next 5 Years:
- Publish and promote a new edition of the U.S. Numbered Highways for availability on the internet as an AASHTO historical record.
- Develop an electronic application process and make available on the internet via the committee’s webpage (completed)
- Update the U.S. Numbered Highways continuously as applications are approved and processed.
- Conduct committee business by teleconference on a periodic basis rather than meeting only twice a year (This is no longer necessary since balloting the committee at least thirty days prior to meeting works well as it has in the past. Ballots are done through a software program that consolidates, analyzes and reports the data. This process allows the secretary to satisfy most conditions before the Special Committee meets at one of its bi-annual meetings.)
- Continue to update and expand the Special Committee on U.S. Route Numbering. Website

Upcoming Meetings:
- Special Committee USRN
  - Spring 2008 in Branson, Missouri
  - Fall 2008 in Hartford, Connecticut
SPECIAL COMMITTEE ON WIRELESS TECHNOLOGY (SCOWT)

Officers
- Chair: William A. Brown, VA
- Vice Chair: David S. Chase, NH
- Secretary: William Brownlow, AASHTO
- AASHTO Liaison: William Brownlow
- DOT Liaison: James Arnold

Review of Subcommittee charge statement

The following charge statement was approved by AASHTO for the Special Committee on Wireless Communications Technologies as part of its Reconstitution in September 2007.

- Existing

  The membership of the special committee shall comprise a chair, vice chair, secretary, up to three members from each Region of AASHTO, chosen for their knowledge of the wireless telecommunications and technology needs of member departments, and one person appointed by the Federal Highway Administration, who serves ex officio at the pleasure of that Administration. The term of the members from each region is three years, which will be staggered to provide continuity on the special committee. Members of the special committee, as designated by the President, represent the Association on the Land Mobile Communications Council, the Public Safety Communications Council, the National Public Safety Telecommunications Council, the Public Safety Spectrum Trust Corporation, and other organizations related to wireless communications in which the Association may participate. The Wireless Communications Technology Special Committee shall:

  o Monitor current and developing wireless and electronic technologies for applicability to highway maintenance operations, transportation security and ITS programs of the member departments
  o Serve as a depository of technical information, solutions and advice on transportation-related wireless systems and equipment;
  o Offer expertise and lessons learned on improving incident response and interoperability communications with other state and local agencies, including technical and administrative information.
  o Work to secure and protect sufficient frequency assignments to meet the radio frequency and frequency management needs of the member departments;
  o Cooperate with others having common interests with member departments in securing and protecting frequencies;
  o Propose to SCOH such policy statements as it believes the Association should consider and adopt; and
  
  o Under the general supervision of the Executive Director, represent the interests of the Association and its member departments in proceedings before Federal agencies on wireless telecommunications matters.

  The committee shall report to the Standing Committee on Highways.

Proposed Schedule

- New or Updated Publications

- Other Activities For The Coming Year

  - Mr. Edwin Geer, KS DOT was appointed by the committee to chair a working group to develop a training program for radio frequency propagation and the radio frequency coordination process.
GOALS

- Outline in a paragraph or two what the subcommittee expects to accomplish in the next 1-5 years.

The Special Committee on Wireless Communications Technologies will continue developing a training program leading to accreditation as an AASHTO Certified Frequency Coordinator. The program will include a continuing education requirement to maintain certification or to attain recertification. The certification program will encompass a replicable body of knowledge that may be used to train new personnel in the intricacies of selecting and coordinating radio frequencies for shared use between DOTs and other Public Safety users. The recertification program and the continuing education elements of the program will focus on changes mandated by rule or regulation, interservice coordinator agreements, and new techniques or tools available to the coordinator.

Conduct training in accordance with the developed curriculum to all AASHTO state frequency coordinators and their alternates and issue certifications to those successfully completing either initial training or meeting the continuing education requirements to maintain certification.

The Committee strives to establish a better method for establishing and maintaining a shared knowledge data base of the equipment, technologies and methods used in wireless systems to support the members’ voice, data, ITS and other communications requirements.

The Committee will conduct an internal study of participation trends by the wireless and communications professionals within the member states with the SCOWCT and discuss methods and programs to increase participation with the national group.

The Committee emphasizes the need to for all departments to maintain a trained staff of wireless and communications professionals. This includes the need to support their attendance at AASHTO events and relevant trade shows that will help maintain currency of technical expertise in this most rapidly changing field.

- **Upcoming Meetings**
  - August 10-14, 2008, Committee meeting, San Francisco, California
PROPOSED ADMINISTRATIVE RESOLUTION (PAR)

TITLE: CONTINUANCE OF TECHNICAL SERVICE PROGRAM FINANCIAL SUPPORT OF AASHTO NATIONAL TRANSPORTATION PRODUCT EVALUATION PROGRAM (NTPEP)

WHEREAS, On October 29, 1995, the AASHTO Board of Directors adopted Administrative Resolution AR-8-95, entitled "Shared Financial Support of AASHTO's NTPEP," where it established the National Transportation Product Evaluation Program (NTPEP) technical service program, and ordered that it be operated from pooled funds from AASHTO member departments; and

WHEREAS, The Board recommended the program be evaluated every four years for financial viability of the program to determine its effectiveness, the need for its continuance, and the funding mechanisms to support the program if it is to be continued; and

WHEREAS, AR-1-04 had endorsed continuation of a joint funding concept between participating Industry and AASHTO members, with revenue from industry being utilized primarily for the testing and reporting of their products, and with voluntary member dues used primarily for administration and engineering support services to administer the NTPEP program; and

WHEREAS, Since the inception of the program, AASHTO has entered into cooperative agreements with several industry associations representing products tested under NTPEP; and

WHEREAS, NTPEP has expanded from initially offering evaluation on a handful of traffic devices to now coordinating testing on a wide array of products including traffic control devices, construction materials and maintenance products which are most commonly used by member departments; and

WHEREAS, Emerging research indicates that successful NTPEP implementation is linked to active participation by AASHTO members in committee business meetings, hosting of test decks, and peer exchange between states; and

WHEREAS, Voluntary state membership dues have not increased since 2004, despite expansion of the program, increased complexity of testing services performed by NTPEP and addition of staffing to cover technical services; and now, therefore, be it

RESOLVED That the AASHTO Board of Directors endorses continuation of the joint funding concept where participating AASHTO member departments and industry share costs with revenue from industry testing fees being utilized primarily for product testing, reporting and distribution of reports, and with revenue from AASHTO member departments collected through voluntary pooled fund contribution not to exceed $7,500 per year being utilized primarily for engineering, administrative and consultant support to run the program; and be it further

RESOLVED That the AASHTO Executive Committee is authorized to set the annual fee to be invoiced to member departments participating in the NTPEP program as part of its AASHTO budget adoption process, and thereafter the Executive Director shall proceed to invoice the member departments; and be it finally

RESOLVED, That the NTPEP technical service program be evaluated in the year 2012 to determine its effectiveness and legitimacy among transportation users, the need for its continuance, and the funding mechanisms to support the program if it is to be continued.
NTPEP is a technical-service program established in 1994. NTPEP conducts coordinated evaluation on a wide array of highway safety products, maintenance products and construction materials.

The goal of the program is to provide quality and responsive engineering for the testing and evaluation of products, materials, and devices which are commonly used by the AASHTO Member Departments of Transportation. The primary service of this program is to conduct field testing and laboratory evaluations of traffic safety devices/materials, construction materials, and maintenance materials, then publish the corresponding reports.

In 2007, over 400 products were evaluated. In the construction area, product categories include concrete admixtures (CADD), erosion control products (ECP), concrete curing compounds (CCC), geotextiles (GTX), geosynthetic soil reinforcement (REGEO), and reinforcing steel (REBAR). Maintenance products tested are in the categories of bridge deck overlays (BDO), hot-mix asphalt (HMA) crack sealant, joint sealant (CS/JS), rapid set concrete patch materials (RSCP), and structural steel coatings (SSC). Traffic safety products include pavement marking materials (PMM), raised pavement markers (RPM), snow-plowable raised pavement markers (SRPM), portable changeable message signs and flashing arrow panels (PCMS & FAP), and temporary traffic control devices (TTCD).

In 2008, two new product categories have established an auditing protocol to test the facilities of various High Density Polyethylene Pipe (HDPE) and Reinforced Steel (REBAR) plants. The audits consist of AMRL representatives coordinating their time and efforts with local Member Department Engineers to conduct the plant audits, reviewing Quality System Manuals (QSMs) and providing a venue for Plastic Pipe and Rebar manufacturers to have their respective facilities and methodologies reviewed and evaluated for compliance with other State’s systems.

With the addition of new staff members to support this program, AASHTO envisions representatives from the Subcommittee on Materials (SOM) and National Transportation Product Evaluation Program (NTPEP) working closely together to cultivate the relationships of Member Departments with multiple industry representatives.

Over the last few years the NTPEP program has experienced a rapid growth even though the private industry has paid the increase in material testing costs. AASHTO staff has been increased to process the test requests and deliver results to our members in a timely manner all of which has caused an increase in the cost of doing business. In order to better support the program and enable more members to attend the Oversight Committee’s annual meetings where test procedures and new programs are initiated, AASHTO supports their travel costs for state members to attend. An increase travel cost also adds to the overall increases in operating the program.

Therefore, we are requesting that the voluntary contribution of $6,000/state is increased to $7,500/state to support the administration of the program and implementation of modern technology, as it relates to product testing.
AASHTO has issued 753 certificates of professional development hours/continuing education units between October 2007 and May 2008. Training and technical meeting sessions have been coordinated by various subunits within the AASHTO.

This table shows how many certificates have been given to meeting and conference participants.

<table>
<thead>
<tr>
<th>Committee</th>
<th>Meeting Date</th>
<th>Location</th>
<th>Chair</th>
<th>Approved PDH/CEU</th>
<th>Certificates</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bridges and Structures</td>
<td>July 8-12, 2007</td>
<td>Wilmington, Delaware</td>
<td>Malcolm Kerley, VA</td>
<td>16/1.6</td>
<td>3</td>
</tr>
<tr>
<td>Construction</td>
<td>July 29 – August 2, 2007</td>
<td>Biloxi, Mississippi</td>
<td>Gary Ridley, OK</td>
<td>24/2.4</td>
<td>247</td>
</tr>
<tr>
<td>Design</td>
<td>June 10-13, 2007</td>
<td>Burlington, Vermont</td>
<td>Carolann Wicks, DE</td>
<td>17/1.7</td>
<td>132</td>
</tr>
<tr>
<td>Technical Committee on Geometric Design</td>
<td>July 9-11, 2007</td>
<td>Chicago, Illinois</td>
<td>Mark Marek, TX</td>
<td>8 PDH</td>
<td>22</td>
</tr>
<tr>
<td>Maintenance</td>
<td>July 15-19, 2007</td>
<td>Madison, Wisconsin</td>
<td>Carlos Braceras, UT</td>
<td>12/1.2</td>
<td>222</td>
</tr>
<tr>
<td>Materials</td>
<td>August 12-20, 2007</td>
<td>Loon Mountain, New Hampshire</td>
<td>Grant Levi, ND</td>
<td>22/2.2</td>
<td>66</td>
</tr>
<tr>
<td>NTPEP</td>
<td>May 7-10, 2007</td>
<td>Boise, Idaho</td>
<td>William Temple, LA</td>
<td>15.5/1.55</td>
<td>1</td>
</tr>
<tr>
<td>Special Committee on Wireless Technology</td>
<td>July 15-19, 2007</td>
<td>Madison, Wisconsin</td>
<td>William Brown, VA</td>
<td>12/1.2</td>
<td>12</td>
</tr>
<tr>
<td>Traffic Engineering</td>
<td>June 17-20, 2007</td>
<td>Lake Tahoe, Nevada</td>
<td>Del McOmie, WY</td>
<td>11/1.1</td>
<td>1</td>
</tr>
<tr>
<td>2007 AASHTO National Transportation Leadership Institute</td>
<td>October 21-26, 2007</td>
<td>Various Locations</td>
<td>AASHTO</td>
<td>64.25/6.4</td>
<td>47</td>
</tr>
</tbody>
</table>
CRITICAL TRANSPORTATION INFRASTRUCTURE
Over 38,000 local agencies – rural and urban counties, small and large cities, and tribal governments – build and maintain nearly 3,000,000 miles of local roads and over 299,000 local bridges. That amounts to 75% of the nation’s street and highway system.

CHALLENGES OF THE NEXT DECADE
The transportation industry predicts that nearly half the transportation workforce will retire by 2010. Combine this workforce shortage with declining revenues and aging infrastructure, and a critical picture emerges.

With 950,000 people directly employed in the transportation industry at the state, local and private contractor levels, the next decade will bring a considerable need for:

- Training
- Education
- Technology Transfer
- Implementation of Best Practices

WHAT IS THE LTAP/TTAP?
Over the past 25 years, the national Local Technical Assistance Program/Tribal Technical Assistance Program (LTAP/TTAP) has offered training, education, and technical assistance, connecting transportation best practices, research, and innovation to transportation workers and professionals at the local level. This has allowed local agencies to operate more efficiently, cost effectively, and safely.

LTAP is a nationwide network of 58 centers – one in every state, seven serving Native American tribal governments, and one in Puerto Rico.

FOCUS AREAS
The Local Technical Assistance Program (LTAP) has four focus areas that correspond with national transportation priorities:

- Safety
- Infrastructure Management
- Workforce Development
- Organizational Excellence

FUNDING STRUCTURE
ISTEA, TEA-21, and SAFETEA-LU funding has enabled LTAP to reach only a portion of its possible audience. With additional support, the LTAP network can build on its existing base and organizational structure to address the anticipated workforce and system needs of the next decade.

- In every state, federal program funds are matched at a minimum of 1:1.
- Some state DOTs provide additional funds to their respective LTAP to help meet the numerous training needs of both state and local customers.
- Universities, local agency associations, and cost-recovery workshop fees are additional avenues through which LTAP Centers receive funding.
- In some cases these additional funds result in LTAP services that provide enhanced offerings such as Safety Circuit Riders, Construction Career Days, and Roads Scholar Programs.

Transportation professionals nationwide have credited this program with providing the “best-bang-for-the-buck” of any federal assistance program.

THE LTAP/TTAP MISSION
To foster a safe, efficient, and environmentally sound surface transportation system by improving skills and increasing knowledge of the transportation workforce and decision makers.
How LTAP Centers support the efforts of State Departments of Transportation:

♦ Over the past 10 years, LTAP/TTAP centers have provided training to over 200,000 State DOT employees, helping to increase their knowledge and proficiency. More than half of this training focused on Highway and Worker Safety.

♦ Each year more than 40,000 DOT staff use the LTAP/TTAP technical newsletters as a source of timely transportation related information.

♦ LTAP Centers, throughout the United States and Puerto Rico, are assisting in the Strategic Highway Safety Improvement Plan development process through their participation on many statewide advisory committees including: Roadway Safety, Bike/Pedestrian, Work Zone Safety and Driver Behavior.

♦ Partnerships between State Departments of Transportation, the Federal Highway Administration and the Local Technical Assistance Program have developed Safety Circuit Rider programs to help reduce the number of fatalities on rural roads.

♦ LTAP Centers are administering their State High Risk Rural Road Programs, including conducting the field reviews for local agencies.

♦ LTAP Centers are conducting the Safe Routes to School Educational Outreach programs.

♦ LTAP Center staffs have coordinated national, regional and statewide transportation conferences including the Transportation Asset Management Conference, the AASHTO RAC Meetings, and the Eastern Winter Maintenance Symposiums.

♦ Partnerships with State DOTs on new local road safety programs have helped to provide training, technical assistance and funding for local road improvement projects.

♦ State Transportation Librarians, working closely with LTAP Librarians, have created customized search tools using Google that include all state DOTs and all university transportation center libraries.

♦ LTAP Centers are vital for delivering critical training for county engineers, highway superintendents and local road professionals in each state. Over the past 10 years, over 1,500,000 local transportation professionals attended LTAP/TTAP training.
Specific State Examples of productive LTAP/DOT partnerships:

♦ The Alaska LTAP conducts all of the transportation education programs for the State DOT staff.

♦ The Connecticut LTAP Center is responsible for educational outreach for the CT Safe Routes to School program.

♦ The Kansas LTAP Center partners with the Kansas DOT and city and county associations to provide training for local governments at three proficiency levels for the Kansas Road Scholar Program. Executive-level training includes an introduction to the Local Aid Program.

♦ The Louisiana LTAP administers the Local Road Safety Program on behalf of the LADOTD and is the primary mechanism for implementing SHSP initiatives at the local level. The Center is an integral part of the Louisiana Transportation Research Center which is the LADOTD’s principal research, training and professional development provider.

♦ The Michigan LTAP Center plays a major role in organizing the annual Michigan Transportation Asset Management Conference.

♦ The New Jersey LTAP is conducting an implementation study for research funded by the New Jersey DOT.

♦ The Rhode Island LTAP Center has partnered for the past several years with RIDOT to conduct both an Engineering Career Day and a Summer Transportation Institute.

♦ In an effort to reduce the number of fatalities on West Virginia rural roads, the West Virginia LTAP Center partnered with the Federal Highway Administration (FHWA) and the West Virginia Division of Highways (WVDOH) to develop a Safety Circuit Rider Pilot Program.

♦ The Connecticut, Rhode Island, Texas, Utah and Hawaii centers have hosted very successful Construction Career Day programs that have exposed over 30,000 High School Students to diverse careers in the transportation construction industry.

♦ The Illinois LTAP Lead Flagger Instructor was honored with the Illinois DOT Technician of the Year Award.

♦ The Minnesota LTAP Center meets frequently with the Minnesota Department of Transportation Offices of State Aid for Local Transportation Groups, Maintenance Operations, Research, Technical Support and Traffic and Security Operations to identify, develop, and deliver training, outreach and implementation activities.

♦ The Michigan LTAP Center publishes the hard copy Michigan Manual of Uniform Traffic Control Devices (MMUTCD) and distributes it to all agencies in Michigan, including the DOT.
The Wisconsin Center offered 15 one-day courses in various locations around the state to train local officials how to rate the condition of their pavements and submit those ratings to the state, as required by statute. The courses were designed and taught by DOT and Center staff members. Nearly 1,000 local officials attended the courses.

The Wisconsin Center offered two series of one-day courses to support the new Safe Routes to School (SRTS) grant program by working very closely with the Wisconsin SRTS state coordinator. Anecdotal evidence indicates these courses were extremely successful. For example, a school district administrator attended the first course, created a fully functional SRTS Program within a few months, then applied and received the second largest infrastructure grant in the first round of awards.

LTAP Centers, including New Jersey and Connecticut have hosted statewide Research Showcases.