



# Memorandum

Date: November 20, 2018  
To: HRPDC Full Committee  
From: Bob Sciacchitano  
Subject: **Full Committee November 19, 2018 Meeting Minutes**

A video conferencing meeting of the HRPDC *Regional Construction Standards (RCS)* Full Committee was held on November 19, 2018 at the offices of HRSD in Virginia Beach and Newport News. The meeting attendance list is included at the end of this document.

A PowerPoint presentation was made, which is attached to this electronic transmittal.

**1. Welcome**

Rich Nettleton, Full Committee Chair, welcomed the attendees. Gary Hart, Full Committee Vice-Chair and meeting host, reviewed safety measures for both locations.

**2. Private Development Usage Survey**

Bob Sciacchitano reported the results of the Private Development Usage Survey that was performed earlier this year in response to the Full Committee's request at the March meeting. A memo was sent to the Full Committee members by Rich Nettleton requesting feedback regarding the monetary value of right of way improvements that were installed by private developers over the last 5 years for utilities, stormwater, roadways, and other miscellaneous construction, in which the Regional Construction Standards (RCS) were used in whole or in part. Only 3 localities (JCSA, Newport News and Virginia Beach DPU) responded with requested information with Newport News only able to provide a combined, lump sum, amount for all improvements in the right of way. The following localities indicated that there was no private development construction that used the RCS:

- Gloucester County
- James City County
- Poquoson
- Smithfield
- Southampton County
- Virginia Beach DPW
- York County

The remaining localities did not respond to e-mails and follow up telephone calls.

Discussion ensued with some localities unable to quantify the amount that private developers spent on right of way improvements; while others do not document what standards were used for private development in their GIS systems. Others may use bond values for documentation

purposes whereas some (CVB) use historical CIP unit price costs to calculate the developer construction value for work to be bonded.

**3. Upcoming Annual Historical Usage Survey**

Bob Sciacchitano indicated that the annual Historical Usage Survey will be coming out very soon and requested all to reply. The new survey will have a column for private development and it was agreed that those who could not report this data should just report their publicly funded projects as they have done in the past.

**4. Request for Locality Special Provisions**

Bob Sciacchitano stated that it has been more than 2 years since the 6<sup>th</sup> Edition was adopted and there have been only two localities that have posted their Special Provisions on the HRPDC – RCS website. Danny Poe indicated that due to the substantial revisions that were contained in the 6<sup>th</sup> Edition, the localities would need to spend more review time to develop their Special Provisions. He also acknowledged that there is benefit in developing the Special Provisions when dealing with contractors and consultants.

Gary Hart suggested that the changes made from the 5<sup>th</sup> to the 6<sup>th</sup> Editions be sent to the Full Committee members to facilitate their locality's reviews in developing Special Provisions. It was agreed that this document will be sent out along with the meeting minutes.

**5. VDOT Initiative**

Whitney Katchmark described conversations with the new VDOT District Engineer, who was agreeable to discussing the possibility of using RCS utility sections on VDOT projects. He offered, but never set up a follow up meeting with the key decision makers. Rich Nettleton indicated that, while the District people may be interested, the VDOT State Utility Engineer did not seem interested. Norbert Kuhn felt that specifications are dictated by the VDOT Central Office and they are reluctant to change, especially if federal funds are involved and most state roadway projects have some portion of federal funding. After substantial discussion, it was decided to no longer attempt to gain VDOT acceptance at this time, but rather focus on compiling all of the Measurement and Payment in Section 109 of the front-end documents. This would allow more flexibility for the localities to edit pay items for their locality's individual requirements since edits are much easier to accomplish in the front-ends than in the technical specification sections. Norfolk Utilities has developed a detailed listing of 600+ pay items for utility projects which may be used as a starting point. Consideration may be given to referencing the future Section 109 pay items in the Execution sections of the Technical Specifications. Since this will involve a major change in the document, it was agreed that work on a new edition would commence following the development of front end measurement and payment items, which was estimated to take about a year to develop.

**6. Approval of Proposed Revision 6.9 – Remove of Subsection Page Numbers in TOC**

Bob Sciacchitano presented Proposed Revision 6.9 which was recommended by Jeff Morse, Chesapeake DPW. This modification would delete the need to modify page numbers for each

subsection, but rather for only the entire section, as indicated in the Proposed Revision. A motion was made by Rich Nettleton to approve, which was seconded by Arnie Cuevas. The motion was passed by a vote of 10-0.

#### **7. Proposed Revisions under TRC Consideration**

Danny Poe reviewed Proposed Revisions that have been submitted to the TRC including:

- Proposed Revision 6.7 - “Pivoted Turnbuckle” Steel Expandable Manhole Riser for raising manholes to grade when paving the street. (Not mentioned at the meeting but added to these minutes for further information about revisions considered.)
- Proposed Revision 6.8 – Addition of a Yard Inlet Frame and Grate detail which is referenced in Detail DS\_05, and was in prior editions as another detail, but was inadvertently omitted from the 6th Edition.
- Proposed Revision 6.10 – Addition of a precast concrete support base and precast concrete collars which would provide for an Alternate Manual Air Vent Assembly to Detail WS\_03. In addition, it would provide an option for the riser and ball valve.
- A request (not yet a formal Proposed Revision) from a marketing representative to consider the substitution of Cellular Concrete for flowable fill. (Also not mentioned at the meeting but added to these minutes for further information about revisions considered.)

Danny mentioned that vendors call frequently attempting to have their product included in the RCS. Our response is always the vendors must contact the localities and that the TRC must receive requests from the localities for new products and that we strive to develop performance-based specifications but will show other acceptable manufacturers along with “or equal” requirements. Gary Hart recommended that we develop a statement on the RCS website that will describe our requirements for including new products/materials for inclusion in the RCS. Bob Sciacchitano will prepare a draft for TRC approval and will also review the localities’ websites to identify product approval lists for each jurisdiction for links to those sites.

#### **8. New Business**

Bob Sciacchitano stated that at last week’s training session at HRPDC, surveyor, John Hill of ALPHATEC, questioned how the region would deal with a significant modification to monumentation requirements that are mandated by March 1, 2022. Danny Poe will invite him to our next TRC meeting to gather more information.

Gary Hart asked how the group liked this first video conferencing meeting. All participants responded favorably.

#### **9. Adjournment**

The meeting was adjourned at 11:50 AM.

END OF MEETING

### Meeting Attendees

Name	Organization	Name	Organization
<i>At HRSD - Virginia Beach</i>		<i>At HRSD – Newport News</i>	
Rich Nettleton, Full Committee Chair	Virginia Beach DPU	Danny Poe TRC Chair	JCSA
Gary Hart Full Committee Vice Chair	HRSD	Shawn Gordon	James City County
Whitney Katchmark	HRPDC	Vince Urbano	Newport News Engineering
Arnie Cuevas	Chesapeake DPU	Michael Elam	York County
Scott Frechem	Chesapeake DPW		
Norbert Kuhn	Virginia Beach DPW		
Selo Qesvani	Norfolk Utilities		
Jen Peterman	Chesapeake DPU		
Bob Sciacchitano	CDM Smith		