



Memorandum

Date: November 19, 2020

To: HRPDC Full Committee

From: Todd Smith

Subject: **Full Committee October 27, 2020 Meeting Minutes**

A meeting of the HRPDC *Regional Construction Standards* (RCS) Full Committee was held virtually via WebEx October 27, 2020. 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

Whitney Katchmark, HRPDC Program Manager welcomed the attendees. Todd Smith reviewed the agenda. A role call of attendees was performed by Katie Kreuger.

2. Service Recognition Awards

A Service Recognition Award was presented to Danny Poe by Whitney Katchmark. Ms. Katchmark stated that Danny has been a long-time active member of the Technical Review Committee (TRC) before becoming the Chair of the TRC and has the respect of his peers.

A Service Recognition Award was presented to Bob Sciacchitano by Whitney Katchmark. Ms. Katchmark stated that Mr. Sciacchitano has approached the Regional Construction Standards (RCS) program with excellence and has personally advocated for the program since its inception.

3. Welcome Document

Todd Smith provided an overview of the Welcome Document, stating that it was developed to help acclimate new Full Committee Members to their roles in serving on the Full Committee. The document provides background information on the Full Committee, discusses how the Full Committee fits into the RCS Program and summarize proposed revisions and what typically happens at Full Committee meetings. In addition, the RCS website contains additional information. Mr. Smith further stated that he, Gary Hart (Full Committee Chair) and Danny Poe (TRC Chair) are available for questions new Full Committee members may have on their role.

4. Historical Usage/Locality Feedback

Todd Smith reviewed the historical usage of the Standards based on feedback received from regional municipalities through calendar year 2019. By 2019, the number of projects that use the RCS passed the 1,501 mark, with 1,191 projects being completed, 195 projects under design and 115 projects in construction.

Additional information was presented which summarized the cumulative construction value of \$1.706 Billion, an increase of \$167 Million from 2018. The PowerPoint presentation provides a summary of the type of construction and the construction values. The results indicate that a. Construction values have ranged to approximately \$22 million, with the majority of projects being less than \$2 million.

5. Training Program Update

Todd Smith stated that, in non-COVID19 pandemic years, on-site training is conducted 3 times per year at the HRPDC facility. Off-site training at members facilities has also been available in non-pandemic years, as well a 1-hour inspector training at the municipality's facility. Mr. Smith reported that 948 training certificates have been issued since 2007, with 600 being earned at HRPDC and 348 earned off-site.

Three 1-hour online training modules were recently developed and include RCS Basics (Module 1), General Provisions (Module 2) and Specifications/Details (Module 3). For the online training, 62 certificates have been issued for Module 1, 53 certificates for Module 2 and 12 certificates for Module 3.

6. Approval of Proposed Revisions

Copies of the following Proposed Revisions were provided prior to the meeting and were explained in detail by Danny Poe.

- Proposed Revision 6.13 - Pre-Cast Meter Vault - Revised
- Proposed Revision 6.14 - Cast-in-Place Meter Vault - Revised
- Proposed Revision 6.15 - Multi-Layer Polymer Lining Systems
- Proposed Revision 6.16 - Shallow MH Alternate
- Proposed Revision 6.17 - Connection to Existing Brick Manhole
- Proposed Revision 6.18 - Removal of Manhole Steps

There was brief discussion concerning Proposed Revisions. Michael Elam stated that he desired to review these proposed changes with the locality operations staff. Danny Poe commented that all localities have the ability to make edits or clarifications to these details through the locality Special Conditions.

A motion was made to approve the Proposed Revisions as written was made and seconded, and a vote was taken. The results were all approved, and none opposed.

The approved Proposed Revisions will be posted to the HRPDC RCS website as Publication Updates. Please refer to the website for the Publication Updates.

7. Election of Full Committee Chair

Gary Hart, the Interim Full Committee Chair was asked if he would like to continue on a four year term as the Full Committee Chair and he accepted. Other nominations were solicited from the floor and none were made. Nominations were closed and a vote was taken. The results were unanimous and Gary was elected as the Full Committee Chair.

8. Election of Full Committee Vice Chair

Arnie Cuevas, the Interim Full Committee Vice Chair was asked if he would like to continue on a four year term as the Full Committee Vice Chair and he accepted. Other nominations were solicited from the floor and none were made. Nominations were closed and a vote was taken. The results unanimous and Arnie was elected as the Full Committee Vice Chair.

9. New Business

VDOT Initiative

Whitney Katchmark provided an update on the VDOT Initiative, which is focused on VDOT’s approval of the RCS for use on VDOT funded projects. She mentioned that Bob Sciacchitano provided a comparison between the RCS 6th Edition and the latest edition (2020) of the VDOT Road and Bridge Specifications, which was forwarded to VDOT. Ms. Katchmark has been in contact with Keith Darrow, Norfolk DPW and Todd Halacy of VDOT and will forward the e-mail from VDOT so that the Full Committee can be informed of developments. The e-mail is attached for reference. Sonya Hallums-Ponton of VDOT’s Hampton Roads District is also involved in the review and approval.

10. Adjournment

Gary Hart thanked the attendees for participating. The meeting was adjourned at 10:05 AM.

END OF MEETING

Meeting Attendees

Name	Organization	Name	Organization
Gary Hart Interim Full Committee Chair	HRSD	Arnes Cuevas Interim Full Committee Vice Chair	City of Chesapeake DPU
Danny Poe	JCSA/TRC Chair	Whitney Katchmark	HRPDC
Ibrahim Karaaslan	City of Norfolk DU	David Pfiffer	City of Norfolk DPW
Vince Urbano	Newport News Engineering	Randy Allen	City of Virginia Beach DPU
Harris Darby	City of Norfolk DU	Walter Weeks	HRSD
		Larry Andrews	City of Suffolk DPU
Sam Sawan	City of Chesapeake DPW	Shawn Gordon	James City County
		Norbert Kuhn	City of Virginia Beach DPW
Bill Witt	HRUHCA	Aaron Small	City of Williamsburg
Wayne Griffin	Town of Smithfield	Jessie Snead	Town of Smithfield
Michael J. Elam	York County	Todd Smith	CDM Smith
Bob Sciacchitano	CDM Smith		

Smith, Todd R.

From: Whitney Katchmark <wkatchmark@hrpdcva.gov>
Sent: Monday, November 16, 2020 4:11 PM
To: Smith, Todd R.; Sciacchitano, Robert
Subject: FW: FW: VDOT R&B vs. HRPDC RCS

Here's the last email. Sorry I meant to ask for an update. I'll do that next.

From: Darrow, Keith <Keith.Darrow@norfolk.gov>
Sent: Thursday, October 15, 2020 12:08 PM
To: Hallums-Ponton, Sonya <sonya.hallums-ponton@vdot.virginia.gov>
Cc: Bryant Porter (bryant.porter@vdot.virginia.gov) <bryant.porter@vdot.virginia.gov>; Derrick Williams (derrick.williams@vdot.virginia.gov) <derrick.williams@vdot.virginia.gov>; Todd Halacy (todd.halacy@vdot.virginia.gov) <todd.halacy@vdot.virginia.gov>; Mangiaracina, Deborah <Deborah.Mangiaracina@norfolk.gov>; Brown, Rob <Robert.Brown@norfolk.gov>; Whitney Katchmark <wkatchmark@hrpdcva.gov>
Subject: RE: FW: VDOT R&B vs. HRPDC RCS

Awesome, thanks Sonya! Please let me know what comes of it.

We are getting push back on our local specs now too. Our local specs have been used on EVERY VDOT project we have. So projects have been completed with Norfolk specs, are currently in design with Norfolk specs, and are currently under construction with Norfolk specs. We need to determine the impacts of this VDOT comment. However, let's focus on HRPDC then we can move to Norfolk specs.

Thanks,
Keith

L. Keith B. Darrow, P.E.
Project Manager/Civil Engineer III
757-664-7857 | 757-375-4870 mobile

From: Hallums-Ponton, Sonya <sonya.hallums-ponton@vdot.virginia.gov>
Sent: Thursday, October 15, 2020 9:12 AM
To: Darrow, Keith <Keith.Darrow@norfolk.gov>
Cc: Bryant Porter (bryant.porter@vdot.virginia.gov) <bryant.porter@vdot.virginia.gov>; Derrick Williams (derrick.williams@vdot.virginia.gov) <derrick.williams@vdot.virginia.gov>; Todd Halacy (todd.halacy@vdot.virginia.gov) <todd.halacy@vdot.virginia.gov>; Mangiaracina, Deborah <Deborah.Mangiaracina@norfolk.gov>; Brown, Rob <Robert.Brown@norfolk.gov>; Whitney Katchmark <wkatchmark@hrpdcva.gov>
Subject: Re: FW: VDOT R&B vs. HRPDC RCS

*** This is an EXTERNAL email. Please exercise caution. ***

Good morning Keith:

Thank you for the information. This is very helpful. The District has a meeting with Central Office staff this afternoon to discuss the analysis of the HRPDC specifications. I will let you know if we need anything further for the review.

Thanks,

Sonya

Sonya Hallums-Ponton, PMP

District Urban Program Director

Urban | Local Assistance Programs

VDOT Hampton Roads District

7511 Burbage Drive

Suffolk, VA 23435

Phone: 757.956.3091 Cell: 757.376.7402

Email: Sonya.Hallums-Ponton@VDOT.Virginia.gov

On Wed, Oct 14, 2020 at 3:37 PM Darrow, Keith <Keith.Darrow@norfolk.gov> wrote:

Good afternoon everyone,

Please see the attached analysis of the HRPDC and VDOT differences. As Norfolk (and other localities) utilize HRPDC specs from time to time, I'd like to find a way to get these accepted by VDOT on an overall basis than a project by project basis.

Can we schedule a meeting to discuss what we need to do to get these specifications approved by VDOT for state and federally funded jobs?

Thanks,

Keith

L. Keith B. Darrow, P.E.

Project Manager/Civil Engineer III

757-664-7857 | 757-375-4870 mobile

From: Whitney Katchmark <wkatchmark@hrpdcva.gov>

Sent: Wednesday, October 14, 2020 3:08 PM

To: Darrow, Keith <Keith.Darrow@norfolk.gov>

Cc: Sciacchitano, Robert <SciacchitanoR@cdmsmith.com>; 'Smith, Todd R.' <SmithTR@cdmsmith.com>

Subject: FW: VDOT R&B vs. HRPDC RCS

*** This is an EXTERNAL email. Please exercise caution. ***

Keith –

Bob Sciacchitano finished the comparison. His notes are below. Should we set up a call with Todd Halacy? I don't know what else would be helpful to get VDOT to consider endorsement.

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Attached is my comparison of the current edition (2020) of the VDOT *Road and Bridge Specifications* versus the current (6th) edition (2016) of the HRPDC *Regional Construction Standards*. I did not compare the General Provisions (Division I) sections since it is my understanding that each locality uses their own General Provisions when building a VDOT-funded roadway. It is also understood that VDOT uses federal dollars (in-part) for funding local roadway construction and federal documentation, such as Buy America, and Davis-Bacon wage rates, will need to be included, which can easily be accommodated in the RCS.

I have also included the “Advantages of the HRPDC Regional Construction Standards, Division 8 over VDOT Road and Bridge Specifications, Section 520” document that we prepared in 2012 when discussions were underway with VDOT for acceptance.