

Design Issue/Resolution Summary - By Meeting

<i>Meeting Number</i>	<i>Date</i>	<i>Discipline</i>	<i>Subject</i>	<i>Description</i>
1	10/3/1995			
		GENERAL	Sheet Order	Distributed a proposed plan sheet order and discipline drawing designations.
		GENERAL	English to Metric Conversion	Status of English to Metric conversion.
		ROADSIDE DEVELOPMENT	Topsoil	Topsoil plating is required on all projects.
		ROADWAY	"Draft" Roadway Design Guide	The UHS Design Procedure Manual (DPM) is no longer in use. Designers must use the "Draft" Roadway Design Guidelines (RDG).
		ROADWAY	Embankment Slopes	Discussion regarding slope erosion, use of curb and gutter, and use of barrier with different foreslope rates.
		ROADWAY	Frontage Roads	Design criteria and possible bicycle lane accommodation.
		ROADWAY	Ramp Numbering	Provided sketch showing how to station and designate ramps.
2	11/7/1995			
		DRAINAGE	Use of CHDPEPP for Storm Drains	Memos from T. Otterness regarding the use of corrugated high density polyethylene plastic pipe (CHDPEPP) pipe for storm drains. Design criteria and revised pipe summary sheets.
		GENERAL	Plan Presentation Guidelines	Discussion of consistent plan presentation for Regional Freeway System projects.
		GENERAL	Metric Conversion Status	Status and update on metric conversion.
		ROADWAY	Location of Profile Grade Line	Guidelines to determine the location of the profile grade line and axis of rotation.
		ROADWAY	Auxiliary Lanes	Auxiliary Lane Guidelines are currently in the draft stage of development.
		ROADWAY	New Details - Concrete Median Barrier Type "F"	Distribution of "Draft" 42" Height Concrete Median Barrier and Transition.
		TRAFFIC	New Lighting Policy	S. Chalmers presented ADOT's New Reduced Lighting Policy.

<i>Meeting Number</i>	<i>Date</i>	<i>Discipline</i>	<i>Subject</i>	<i>Description</i>
3	12/5/1995			
		GENERAL	Plan Sheet Numbering	Further discussion regarding the method of numbering plan sheets.
		GENERAL	Earthwork	Discussion regarding proper accounting of pipe and structure excavation.
		MAPPING/SURVEYING	Aerial Mapping Files Conversion	Discussion regarding the conversion of aerial mapping files from NAVD '27 to NGVD '83, and from English to Metric units.
		ROADWAY	Chapter 500, Roadway Design Guidelines	Distributed Draft RDG Chapter 500, "Traffic Interchanges" dated September 1995.
		ROADWAY	Slope Rounding	Discussion of slope rounding and design guidelines. Distributed example drawings.
		ROADWAY	Auxiliary Lanes	Summary and conclusions of the evaluation of auxiliary lanes.
		ROADWAY	Offset Barrier Wall Detail	Distributed new 32-inch and 42-inch Offset Barrier Wall details.
		ROADWAY	Emergency Bypass Detail Barrier	Distributed an Emergency Vehicle Access Lane Plan detail.
		ROADWAY	Interim Freeway Typical Section	Pavement design for interim freeway projects that are planned for future widening.
4	2/6/1996			
		MATERIALS	Test Shaft	During the design phase, a large diameter drilled shaft exploratory program shall be performed and results made available during the bidding process.
		RIGHT-OF-WAY	Metric Conversion	D. Bloodworth and R. Henderson from ADOT's Geodesy Section presented recommended procedures for conversion of right-of-way surveys from NAVD '27 (English) to NGVD '83 (metric).
		ROADWAY	Roadway Superelevation Tables	Distributed new RDG superelevation tables (pages 200-9 to 200-12) in metric units.
		ROADWAY	Concrete Barrier Preference over Guardrail	Phoenix Maintenance and Construction Districts recommend the use of concrete barrier. They also recommend 48" height median barrier instead of 36" barrier with glare screen.
		TRAFFIC	Freeway Lighting	Design guidelines for reduced freeway lighting.
		UTILITY	Utility Designating and Potholing	B. Briscoe presented an overview on the new procedures for coordinating with U & R.R. to obtain utility designation and pothole information.

<i>Meeting Number</i>	<i>Date</i>	<i>Discipline</i>	<i>Subject</i>	<i>Description</i>
5	3/5/1996			
		DRAINAGE	Alternative Pipe Selection Guidelines	Provided notification the new ADOT Pipe Selection Guidelines are available for use on ADOT projects.
		GENERAL	Scaleability of Plans	New procedures and drawing borders will provide scaleable half-size plans (11" x 17").
		ROADSIDE DEVELOPMENT	Storm Water Pollution Prevention Plans (SWPPP)	Distributed new ADOT Erosion Control Planning for Urban Freeways document, and SWPPP checklist.
		ROADWAY	Embankment Slopes	Updated embankment slope design guidelines.
6	4/2/1996			
		DRAINAGE	Drainage Guidelines (Do's and Don'ts)	Discussion of drainage issues that designers should consider during design.
		DRAINAGE	Pump Station	Design modifications at the SR51 pump station at Cactus Road. Distributed design guidelines for future pump station designs.
		ESTIMATE	Cost Estimates	Overview of DMJM's role as ADOT's General Consultant. Distributed cost estimate preparation guidelines.
		GENERAL	Earthwork Management	Discussed the responsibilities of DMJM for earthwork management. Maps are available that show waste or borrow conditions for each freeway segment.
		ROADWAY	Auxiliary Lanes	Distributed "Draft" Checklist for Auxiliary Lanes
		ROADWAY	42-inch Concrete Barrier	Distributed Standard Drawings C-10.63 and C-10.85 (Draft 8/95) for 42-inch Type "F" concrete barrier. Discussed design guidelines for the use of 42-inch barrier.
		UTILITY	SRP Land Issues	Distributed letter dated 3/1/1996 from Salt River Project confirming their policy for land acquisition prior to ADOT construction projects.
7	5/7/1996			
		DRAINAGE	Pipe Selection Guidelines and Procedures (PSG&P)	Presented and distributed new ADOT Pipe Selection Guidelines and Procedures (PSG&P).
		ROADSIDE DEVELOPMENT	Topsoil	Distributed a draft detail for topsoil plating.
		ROADWAY	Shoulder Treatments	Treatment of median and outside concrete pavement edges in both cut and fill conditions. Median slope alternatives. Will be included in RDG update.
		ROADWAY	PCCP Joints	Distributed an example PCCP joint layout detail for the ramp to auxiliary lane transition area.

<i>Meeting Number</i>	<i>Date</i>	<i>Discipline</i>	<i>Subject</i>	<i>Description</i>
8	6/4/1996			
		ROADWAY	Shoulder Treatment	Distributed RDG Figures 302.1 & 302.4 for shoulder treatments and topsoil plating.
		ROADWAY	Single-Point Urban Interchange (SPUI)	Presentation by Greiner Engineering on the pros and cons of SPUI. Discussion on design guidelines.
		ROADWAY	Auxiliary Lanes	S. Bolduc presented a proposed "Problem Statement- Auxiliary Lanes". A sub-committee will be formed to develop design guidelines.
9	8/6/1996			
		ENVIRONMENTAL	Section 404 Permitting and Dealing with Section 4(f) Issues	Overview and project requirements for Section 404 permitting and Section 4f issues.
		GENERAL	MAG Details and Specifications	MAG Details can be referenced in the plans.
		STRUCTURE	Single Point Urban Interchange (SPUI)	D. Heller of T.Y. Lin presented example projects and design considerations for the bridge design for a SPUI.
		TRAFFIC	Freeway Lighting	Distributed and presented the Interim Lighting Policy and Guidelines.
		TRAFFIC	Raised Pavement Markers	A Technical Memorandum was distributed for the use of ceramic buttons for freeway lane lines.
10	9/10/1996			
		FMS	FMS Guidelines	Kimley-Horn presented the current FMS Design Guidelines.
		ROADWAY	Single Point Urban Interchange (SPUI)	Distributed memo from FHWA (dated 8/20/96) regarding the use of compound and broken back curves for SPUI design.
		ROADWAY	Low Speed Approach Barrier Transition Detail	Distributed and discussed the use of a new low speed approach barrier transition detail.
		SPECIFICATION	Metric Rebar	A Special Provision is being developed which will allow contractors to substitute English rebar on projects without bridges. Designers will review and approve substitutions.
		TRAFFIC	Freeway Lighting	Full freeway width lighting will be implemented over the length of an auxiliary lane.

<i>Meeting Number</i>	<i>Date</i>	<i>Discipline</i>	<i>Subject</i>	<i>Description</i>
11	10/1/1996	GENERAL	Face Sheets	Preparation of Face Sheets.
		ROADWAY	Single Point Urban Interchange (SPUI)	Distribution of design detail to reduce the impact of left-turning vehicle queuing on the exit ramp approaching a SPUI.
		ROADWAY	Visibility at Barriers on Crossroads	Potential design modifications to eliminate the concrete separation barrier on freeway overpasses.
		SPECIFICATION	Metric Conversion	Distributed and discussed the "Draft" Special Provision for metric reinforcing steel.
12	11/5/1996	DRAINAGE	Pipe Selection Guidelines	The use of general bid items for multiple pipe material alternatives.
		ENVIRONMENTAL	Noise Abatement Policy	Distribution and presentation of ADOT's New Noise Abatement Policy (8/27/1996).
		ROADWAY	Visibility at Barriers on Crossroads	Distribution of a new bridge barrier detail to possibly eliminate separation barrier between travel lanes and sidewalk on freeway overpasses.
		ROADWAY	PCCP Joint Details	Distribution of new auxiliary lane PCCP joint details for exit and exit ramps.
		STRUCTURE	Metric Conversion	Distributed a memo from Dan Davis regarding metric reinforcing bars.
13	12/2/1996	DRAINAGE	High Density Polyethylene Pipe (HDPE)	Distributed a memo from T. Otterness advising that HDPE is now approved up to 36" diameter and fill heights up to 10 feet.
		ROADWAY	Design Exceptions	Distributed procedures for evaluating design criteria and requesting design exceptions.
		ROADWAY	Auxiliary Lanes	Distributed and discussed the new "Interim" Auxiliary Lane Design Guidelines.
14	2/4/1997	ADMINISTRATION	Regional Freeway System Schedule Update	Discussed the development of the January 31, 1997 Regional Freeway System Program and presented the revised schedules.
		SPECIFICATION	Pre-Wetting Specification	Distributed and discussed a new specification for pre-wetting materials for dust control.
		STRUCTURE	Bridge Clearances	Distributed revised Page 220-28 of the RDG. The vertical clearance required for structures over "Other Roadways" has been increased from 4.3 meters to 4.6 meters.
		UTILITY	Highway Right-of-Way Lease Policy	B. Briscoe gave an overview on ADOT's policy of leasing a portion of the right-of-way for utility or other uses.
		UTILITY	Utility Crossings	Utilities crossing ADOT's right-of-way must either be placed in sleeves, or be concrete encased if sleeving is not practical.

<i>Meeting Number</i>	<i>Date</i>	<i>Discipline</i>	<i>Subject</i>	<i>Description</i>
15	3/4/1997			
		CONSTRUCTION	Design-Build Process	R. Williams described the Design-Build Process that ADOT is using on two projects. One project is in the Tucson area, the second will be in the Phoenix area when selected. The purpose of Design-Build is to accelerate completion date.
		ESTIMATE	Project Cost Estimates and Schedules	M. Peters, C. Eaton and V. Mendez discussed the importance of meeting schedules and budgets for the Regional Freeway System projects. Cost estimates that deviate from the program amounts will require a detailed explanation and justification.
16	4/1/1997			
		ADMINISTRATION	Performance Measuring	Reminder that designers will be evaluated on submittal timeliness.
		CONSTRUCTION	Earthwork Management Update	E. Crowe explained that he prepares maps showing the amount of excess and needed earthwork for each freeway corridor on a quarterly basis.
		FMS	FMS Requirements	FMS installation should be limited to the installation of loop detectors that are sleeved into a No. 7 pullbox.
		GENERAL	Standard Sheets 1A, 1B, 1C	Distribution of a memo from D. Macdonald regarding the use of Sheets 1A, 1B, and 1C.
		GENERAL	Review Comments vs. Design Guidelines	Designers should not accept review comments that deviate from the published design guidelines without discussing with their Project Manager.
17	6/3/1997			
		ESTIMATE	Cost Estimates	Discussion of the Cost Estimating Workshop held on 4/29/97.
		GENERAL	Construction Standard Drawings	Distributed the revised Standard Drawing C-10.67; Concrete Median Barrier, Type "F", Cast-in-Place.
		ROADWAY	Construction Standard Drawings	Distributed revised C-Standard Drawings for catch basins and concrete barriers.
		ROADWAY	Bike Lanes on Frontage Roads	ADOT's current policy on bike lanes is that the Department will not provide striping for bike lanes.
		ROADWAY	PCCP Joints	PCCP joint layout clarification.
		ROADWAY	Construction Standard Drawings	Distributed revised Standard Drawing C-10.62; Concrete Half Barrier, with Gutter (in Metric and English).
		ROADWAY	Guard Rail	The AASHTO design guidelines allow a maximum vertical curb height of 100 mm (4-inches) at guard rail installations.
		ROADWAY	Guard Rail End Terminals	Distributed a memo detailing the new standards for guard rail end terminals.
		ROADWAY	Shoulder Treatments	The median inside shoulder material should be asphaltic concrete.

<i>Meeting Number</i>	<i>Date</i>	<i>Discipline</i>	<i>Subject</i>	<i>Description</i>
18	10/7/1997	ADMINISTRATION	Expectations of the Design Consultant's Project Manager	ADOT Valley Project Management's expectations of the Design Consultant's Project Manager.
		ESTIMATE	Cost Estimates	T. O'Reilly reviewed some of the key points that were presented in the Cost Estimating Workshop held on 4/29/97. Designers should consult with DMJM during their development of construction cost estimates.
19	11/4/1997	ROADWAY	Crash Cushions	Distributed information for the QuadGuard Crash Cushion.
		SPECIFICATION	Drilled Shaft Specification	New ADOT performance based drilled shaft specification.
		STRUCTURE	Bridge Railing	Presented an overview of the history of bridge railing design guidelines.
20	2/3/1998	ROADWAY	Barrier End Treatments	Distribution of ADOT Memorandum (1/22/1998) announcing the QuadGuard Crash Cushion and the GREAT attenuator were added to ADOT's Approved Products List.
		STRUCTURE	Bridge Deck Drainage	Phoenix Maintenance District discussed the problem of providing adequate drainage for the sidewalk area between the separation barrier and pedestrian railing on bridge structures.
		TRAFFIC	MUTCD and ADOT Traffic Manual	The 1998 MUTCD edition has been adopted by the State of Arizona.
21	3/3/1998	DRAINAGE	Value Analysis	One means to reduce the cost of the on-site drainage system is to allow the gutter pan to match the roadway cross-slope.
		ROADWAY	Parallel Entrance Ramps	Distributed the RDG Figure 504.8A. Auxiliary lanes should be provided between successive entrance and exit ramps.
		ROADWAY	Concrete Barrier	Distributed a detail for the use of concrete half barrier adjacent to a retaining wall.
		ROADWAY	Value Analysis	After an analysis of bid tabs, it appears that the elimination of curb and gutter on the high side of superelevated roadways does not provide a cost savings.
		ROADWAY	Value Analysis	The use of curb and gutter on embankment fills with foreslopes of 4:1 is needed to reduce the potential for erosion.
		SPECIFICATION	Bid Item - Removal of Structures and Obstructions	Discussed the "Remove Structures and Obstructions" bid item.

<i>Meeting Number</i>	<i>Date</i>	<i>Discipline</i>	<i>Subject</i>	<i>Description</i>
22	4/7/1998	CONSTRUCTION	Construction Lessons-Learned	Discussed the procedures needed for post construction lessons-learned documentation.
		DRAINAGE	Pipe Selection Tables	Distributed the new Pipe Selection Tables.
		MATERIALS	General Determination of Shrink/Swell	Use of backhoe pits to increase accuracy of design shrink and swell factors.
		ROADWAY	Superelevation Tables	Discussed the application of superelevation runout lengths.
		TRAFFIC	End of Freeway Signing and Pavement Markings	Discussion of signing and pavement markings for end-of-freeway situations.
23	5/5/1998	ROADWAY	Barrier End Treatments and Crash Cushions	Presented the process used by ADOT to evaluate new products. Distributed the approved guardrail end treatments and crash cushions.
		ROADWAY	Sealed Joints Between Mainline PCCP and Asphalt Shoulders	Discussed the details and specifications associated with the "S" pavement joint.
24	7/7/1998	ADMINISTRATION	DIRP Performance Appraisal	Discussion of DIRP performance appraisal feedback.
		ADMINISTRATION	Submittal Expectations	Discussion of ADOT Valley Project Management's expectations for design submittals.
		GENERAL	Payment of Water Used in Construction	Presented the new ADOT policy and specifications for payment of water used for construction.
		SPECIFICATION	Stored Specifications	Discussion of procedures to develop a stored specification, provide modifications to a stored specification, and the status of new ADOT Standard Specifications.
25	9/1/1998	CONSTRUCTION	Sealing Change Orders	Distributed Construction Bulletin No. 96-0, "Sealing of Change Orders". Discussed procedures to comply with this document.
		DRAINAGE	Smooth Bore CHDPEPP	42" and 48" smooth bore CHDPEPP has been approved by ADOT for applications with fill heights less than 10 feet.
		MATERIALS	Excavation Factors for Depressed Urban Freeways	ADOT Materials Group memorandum (dated 6/12/98) which new procedures for calculating excavation factors for depressed urban freeways.
		ROADWAY	Americans with Disabilities Act (ADA) Requirements	Presented the new ADA requirements. Discussed ADOT's implementation plan and updates to the C-Standards.

<i>Meeting Number</i>	<i>Date</i>	<i>Discipline</i>	<i>Subject</i>	<i>Description</i>
26	10/6/1998	ROADSIDE DEVELOPMENT	Landscaping	Current design policy includes providing topsoil and pipe sleeves for future landscaping. Designers should try to use on-site soils. Waterline taps for landscape irrigation are typically included with the landscaping project.
		ROADWAY	Bicycle Lane Policy	Distribution and discussion of the new ADOT Bicycle Lane Policy.
		ROADWAY	HOV Bypass Design	Discussed the MAG HOV Policy Report that includes a recommendation to provide for HOV bypass features at single lane entrance ramps.
		TRAFFIC	Freeway Lighting Policy	Full freeway lighting will be provided for all freeway projects.
27	11/3/1999	CONSTRUCTION	Post Design Services	All post design work authorizations must be pre-approved by the ADOT PM prior to starting the work. To expedite the process, the Consultant should e-mail the Post Design Work Request to the PM and RE simultaneously.
		FMS	FMS Guidelines	The FMS Design Guidelines will be revised in the near future.
		ROADWAY	32"/42" Height Concrete Barrier	Discussed the application of Concrete Half Barrier (42") (F-Shaped), and the status of the updated bridge and construction standard drawings.
		ROADWAY	Barrier Summary Sheet	The new Barrier Summary Sheet and Policy Memorandum was distributed to attendees.
		STRUCTURE	Bridge Aesthetics	Discussed allowable architectural patterns, and the status of the Draft Enhancement Policy.
		TRAFFIC	Ramp Striping	Discussion of Traffic Group's proposed modifications to the entrance ramp gore striping, and the possible use of profile pavement markings.
28	2/2/1999	FMS	FMS Guidelines	Distribution and discussion of ADOT's Interim Supplement to the FMS Design Guidelines (Dec. 1994).
		ROADWAY	ADA Update for Sidewalk Ramps	Department of Justice clarification of ADA requirements for sidewalk ramps. Discussion of design requirements.
		ROADWAY	Safety Railing	Guidelines for the placement and design of safety railing.
		ROADWAY	Access Control Fencing	Discussed the access control fencing requirements at service interchanges.

<i>Meeting Number</i>	<i>Date</i>	<i>Discipline</i>	<i>Subject</i>	<i>Description</i>
29	4/6/1999	ENVIRONMENTAL	Coordination with Corps of Engineers	The COE has assigned one staff member to coordinate all ADOT projects. COE requested that ADOT Environmental Group should be the single point of contact with the COE.
		GENERAL	Half Size Border	The plan sheet borders were recently revised to allow for plotting for scaleable half-size plans sheets (11" x 17").
		ROADWAY	Shy Distance on Outside Shoulders	Distributed and discussed ADOT Roadway Group's 2-Foot Offset Distance Barrier Design Guidelines.
		ROADWAY	Construction Standard Drawings	Distributed a summary of the new C-Standard Drawings that will be distributed in July, 1999.
		ROADWAY	Type "C" Curb & Gutter, and Catch Basins	Distributed the new C-Standard Drawing for Type "C" curb and gutter and related freeway catch basins. Revised to increase the conveyance capacity of curb and gutter.
		ROADWAY	Construction Standard Drawings	Distributed and discussed the new C-Standard Drawings for F-Shaped concrete half barrier.
		TRAFFIC	Sign Sheeting	Distributed the ADOT Traffic Group's Sign Sheeting Guidelines.
		TRAFFIC	Turn Lane Guideline	Distributed the new Turn Lane Design Guidelines. Also distributed the new Traffic Pavement Marking Standard Drawings.
30	9/3/1999	ROADWAY	Median Barrier	Implementation of three-strand cable barrier on the Regional Freeway System.
		ROADWAY	Sidewalk Ramp Details	Distributed the Sidewalk Ramp Standards Memorandum and accompanying sidewalk ramp details.
		TRAFFIC	New Entrance Ramp Pavement Marking Details	Distributed the ADOT Traffic Engineering Group's Technical Memorandum No. 9 regarding on-ramp gore striping. This guideline is effective within the Phoenix Construction District.
		UTILITY	Irrigation Siphons	ADOT cannot enter into agreements for ongoing maintenance costs. Discussed the impacts to the future use of irrigation siphons. Designers should consider other alternatives.
31	2/1/2000	TRAFFIC	Sign Structure Foundation Layout (Std B-40.30)	Clarification of Standard Drawing B-40.30 to address earthwork grading interface.
		TRAFFIC	Conduit in Bridge Barrier for Signals and Lighting	Designers should forward proposed bridge barrier designs to ADOT Bridge Group for review.
		TRAFFIC	Overhead Signs & Sign Structures	Discussed the need to design all overhead sign structures to provide the minimum vertical clearance for the ultimate freeway section.
		TRAFFIC	Tapered Tube Sign Structures	The ADOT Tapered Tube Sign Structure Standard Drawing, Std. 4-S-5.01 (1991) is no longer supported by ADOT Traffic and Bridge Groups.

<i>Meeting Number</i>	<i>Date</i>	<i>Discipline</i>	<i>Subject</i>	<i>Description</i>
32	7/24/2000			
		TRAFFIC	Urban Freeway Pavement Marking Standards	ADOT Traffic Group is in the process of updating their Traffic Engineering Policies, Guidelines and Procedures Manual (PGP) . The striping details are currently being revised by Traffic Group. Please contact Traffic Group to obtain the detail revisions.
		TRAFFIC	Glare Screen	Discussion of providing a note in the Traffic Control Plans for glare screen.
		TRAFFIC	Sign Sheeting	ADOT Traffic Group is evaluating the use of singular demountable characters for sign legends. The E-Modified legend series will be used for guide sign design. Type III high intensity sheeting will be used for warning signs in urban areas.
		TRAFFIC	Traffic Signal Cabinets	ADOT has decided to not install the 179 signal cabinets.
		TRAFFIC	LED Signal Modules	ADOT Traffic Group is developing an updated specification for LED signal modules.
33	9/5/2000			
		ADMINISTRATION	Submittal Checklist	Distribution and discussion of ADOT's Submittal Checklist.
		GENERAL	Results of Feedback for ADOT Review Process	Distributed the results of a questionnaire regarding feedback for the ADOT review process.
		ROADWAY	Type "B" and "C" Curb and Gutter	Distribution of Draft RDG section to clarify the criteria for the placement of Type "B" and "C" curb and gutter.
		UTILITY	Utility Locating	Distribution of the Utility Location and Pothole process.
		UTILITY	Irrigation Siphons	Discussed a process to determine additional maintenance costs associated with irrigation siphons.

<i>Meeting Number</i>	<i>Date</i>	<i>Discipline</i>	<i>Subject</i>	<i>Description</i>
34	12/5/2000	ENVIRONMENTAL	Noise Abatement Policy	Distributed and discussed the updated Noise Abatement Policy. Noise wall foundations shall be designed to allow the wall to be raised by 4 feet in the future.
		GENERAL	CADD Files	Discussion of CADD file problems and standard naming conventions.
		SPECIFICATION	Construction Water	Procedures to obtain construction water from the Central Arizona Project (CAP) or Salt River Project (SRP).
		UTILITY	Policy on Abandoned Utilites	The new Utility Manual will include a reference to State law that requires the removal of abandoned utilities within ADOT's right-of-way.
		UTILITY	Placement of Utilities within ADOT's Access Control Limits	Guideline for placement of utilities within ADOT's access control limits.
		UTILITY	Utility As-Built Drawings	The local agencies and utility companies have requested ADOT to submit the utility line as-built drawings upon completion of their facility relocation.
		UTILITY	Utility Locating	Discussed the procedures to provide utility designation and pothole data to local agencies.
35	4/3/2001	ROADWAY	Construction Standard Drawings	ADOT will distribute updated C-Standard Drawings for survey markers, right-of-way markers and catch basins.
		ROADWAY	Standard 1A, 1B, and 1C Sheets	Distributed an ADOT Roadway Group memorandum regarding the use of Standard 1A, 1B, and 1C Sheets.
		TRAFFIC	Freeway Guide Signing - 1992 Control City Signing Policy	Discussed the development of ADOT's Control City Signing Policy in 1992. ADOT Traffic Group will issue a design memorandum to clarify freeway guide signing for the Regional Freeway System.
		TRAFFIC	Flourescent Orange Sign Sheeting	ADOT will require flourescent sheeting on signs used for work zone traffic control.
		TRAFFIC	New Traffic Group Standard Drawings	Distributed the updated Traffic Group Standard Drawings.

<i>Meeting Number</i>	<i>Date</i>	<i>Discipline</i>	<i>Subject</i>	<i>Description</i>
36	8/7/2001	GENERAL	Upcoming Issues for Resolution	Discussion of pending issues related to concrete half barrier, retaining walls, and estimating construction water.
		ROADSIDE DEVELOPMENT	Materials for Temporary Erosion Control Design	Discussed the new requirements for temporary erosion control design.
		ROADSIDE DEVELOPMENT	Roadside Development Issues	Distribution of the new ADOT Generic Scope-of-Work Section 455 - Landscape Architectural Design and Erosion Control Design. This section has been modified to include additional tasks for providing support for the future landscaping projects.
		ROADWAY	Construction Standard Drawings	Discussion of new ADOT C-Standard Drawings for catch basins, guardrail, and PCCP joints.
		ROADWAY	Access Control	Distributed the new ADOT policy regarding access control at traffic interchanges.
		UTILITY	Utilities on Bridge Structures	Provided the new guidelines developed by ADOT Bridge Group and Utilities & Railroad Engineering Section regarding the placement of utilities on bridge structures.
37	3/5/2002	GENERAL	CADD Files	The Design Consultants are now required to submit their CADD files with each project submittal. The project reference files are required to be included with each interim submittal for ADOT review.
		MATERIALS	Pavement Design	The pavement design must be based on MAG traffic volume projections.
		STRUCTURE	Concrete Barrier at Retaining Walls	Distribution of guidelines for the use of the new ADOT Bridge Group Standard Detail SD-1.01.
		TRAFFIC	Crossroad Sign Lighting	Clarification of crossroad sign lighting.
		TRAFFIC	Cold Tape	Distributed correspondence regarding the use of 90 mil alkylid thermoplastic in-lieu of cold tape for pavement markings.
		TRAFFIC	Crossroad Sign Structures	Clarification of the use of tubular and tapered tube sign structures.
38	4/2/2002	ROADWAY	New Bicycle Policy	Distribution and discussion of the new ADOT Policy MGT 02-01, Bicycle Policy and design guidelines.
		UTILITY	Utility Placement in Right-of-Way	Distribution of a summary of the new requirements for the placement of wet utilities within ADOT's right-of-way.
		UTILITY	Utility Placement in Bridge Structures	Distribution of a summary of the new ADOT requirements for the placement of utility ducts or sleeves in bridge structures.

<i>Meeting Number</i>	<i>Date</i>	<i>Discipline</i>	<i>Subject</i>	<i>Description</i>
39	5/7/2002	ESTIMATE	Engineer's Estimate Recapitulation and Agreement Estimate	Distributed and discussed of the format and procedures necessary to prepare the Agreement Estimate Recapitulation sheet. A recapitulation sheet is required to accompany the cost estimate for all submittals.
		ESTIMATE	Intergovernmental Agreement (IGA) Cost Exhibits	Distribution and discussion of the format and procedures to prepare the cost exhibits for Intergovernmental Agreements.
		GENERAL	Timeliness of Record Drawing Plans	Distribution and discussion of the procedures for completion of Record Drawings.
		ROADWAY	Bus Bay Requests by Local Agencies	Clarification of the Department's position regarding bus bays that are requested by local agencies.
40	10/1/2002	ROADSIDE DEVELOPMENT	Irrigation Controller Installation for Future Landscape Projects	The Final Designer must meet with ADOT Roadside Development Section after the Stage II (30%) submittal to identify the potential locations of the future irrigation controllers.
		ROADSIDE DEVELOPMENT	Topsoil Plating Limits	Clarification of topsoil plating limits.
		ROADWAY	Roadway Design Guidelines, New Chapter 700, Earthwork Design	Distribution and discussion of the new Roadway Design Guidelines, Chapter 700, Earthwork Design.
		UTILITY	Guide for Accommodating Utilities on Highway Right-of-Way	The Utilities Manual is available on the ADOT web site. The new Section 13 addresses the abandonment of utilities within ADOT right-of-way.
41	1/7/2003	ROADWAY	Design Vehicle, ARFC Overlay	Implementation of the WB-67 design vehicle. ADOT will provide ARFC overlays on the Regional Freeway System.
		ROADWAY	Crash Cushion Selection Procedure	Distribution and discussion of the new ADOT Crash Cushion Selection Procedure.
		ROADWAY	Design Exception and Design Variance Guide	Distribution and discussion of the new Design Exception and Design Variance Process Guide.
		STRUCTURE	New Bridge Design Details	Discussion of the upcoming distribution of new ADOT Bridge Group standard details.
42	3/4/2003	ROADWAY	ADAAG Guidelines: Truncated Domes/Sidewalk Ramps	Distribution of the ADAAG Guidelines for truncated domes and sidewalk ramps.
		ROADWAY	Guard Rail End Treatments	Distribution of the approved barrier end treatments. Guidelines for the selection of the appropriate end treatment.
		ROADWAY	Asphalt Rubber Friction Course (ARFC)	An asphalt rubber friction course (ARFC) overlay will be added to the current Regional Freeway System construction projects.

<i>Meeting Number</i>	<i>Date</i>	<i>Discipline</i>	<i>Subject</i>	<i>Description</i>
43	8/5/2003	FMS	New Ramp Metering Guidelines	Current development of new ADOT Ramp Metering Design and Guidelines.
		ROADWAY	Brifen Cable Barrier	Distribution and discussion of the Brifen Wire Rope Safety Fence.
		ROADWAY	Roadway Design Guidelines Section 407, Design Vehicles	Distribution and discussion of the new ADOT Roadway Design Guideline Section 407, Design Vehicles.
		STRUCTURE	New MSE Retaining Wall Specification	ADOT is developing a new specification for mechanically stabilize earth (MSE) retaining wall systems. The Designers should contact ADOT's Contracts and Specifications Section to obtain a copy of the new specification.
44	11/4/2003	ADMINISTRATION	Design Requirements	Design must be completed in accordance with the project Scope-of-Work, design and construction standards, environmental documents, and policies and procedures.
		ROADWAY	Roadway Design Guidelines Section 208 - Airports and Airways Highway Clearances	Distribution and discussion of the updated ADOT Roadway Design Guidelines Section 208; Airport and Airways Highway Clearances was updated to provide guidance for the coordination and permitting of projects near public airports.
		SPECIFICATIONS	A+B Bidding	Clarification of the use of A+B bidding.
		TRAFFIC	Adoption of the Updated Manual on Uniform Traffic Control Devices	Status of ADOT's adoption of the Millennium Edition of the MUTCD, and the development of the Arizona Supplement to the MUTCD.
		TRAFFIC	ADOT Work Zone Traffic Control Training Program	The ADOT Traffic Group has developed a training program to inform users of changes in requirements for work zone traffic control. Guidelines for messages placed on portable changeable message signs. FHWA approved abbreviations for use on highway signs.
45	3/2/2004	ADMINISTRATION	Submittal Checklist - New Version	Distribution of the Department's recently modified Stage III, IV and V Submittal Checklists.
		ROADWAY	Roundabout Interchange Policy	Distribution and discussion of the recent memorandum from the State Engineer's Office that requires the evaluation of roundabouts as an alternative for intersection and interchange projects.
		ROADWAY	Roadway Design Guidelines - Draft Chapters 1, 100 and 200	ADOT Roadway Group has recently updated Chapters 100 and 200 of the Roadway Design Guidelines.
		STRUCTURE	Mechanically Stabilized Earth Retaining Wall Systems	ADOT Materials Group has developed a draft special provision that is currently being used on construction projects. Discussion of design considerations when evaluating the use of MSE walls.

<i>Meeting Number</i>	<i>Date</i>	<i>Discipline</i>	<i>Subject</i>	<i>Description</i>
46	8/3/2004			
		TRAFFIC	Freeway Light Fixture Standards	distribution and discussion of the new Inductive Fluorescent light fixtures.
		TRAFFIC	Freeway Guide Sign Lighting Standards	Distribution and discussion of the ADOT Traffic Engineering Policies, Guidelines and Procedures (PGP) Section 790, Overhead Guide Sign Lighting.
		TRAFFIC	Crossroad Lighting Standards	Clarification of crossroad sign lighting.
47	12/7/2004			
		FMS	Loop Detector Spacing	Distribution and discussion of ADOT Technology Group memorandum regarding the spacing of loop detectors.
		GENERAL	Standard Sheets 1A, 1B, 1C and 1D	Distribution and discussion of recent ADOT memorandum regarding ADOT Plan Sheets 1A, 1B, 1C and 1D.
		ROADWAY	Construction Standard Drawings	Distribution of updated C-Standard Drawings.
		STRUCTURE	Stay-in-Place Bridge Deck Forms	Discussion of acceptable alternatives for "stay-in-place" bridge deck forms.
		TRAFFIC	Presentation of Pullbox Locations on Plans	Clarification of requirements to address the documentation of pullbox locations in the design and as-built plans.
48	6/7/2005			
		GENERAL	Regional Transportation Plan (RTPFP) Implementation	Three Management Consultants (MC's) have been selected for the RTPFP. The MC roles and responsibilities were discussed, along with upcoming final design opportunities.
		TRAFFIC	New Traffic Group Stored Specifications	New specifications for Section 608 - Sign Panels and Section 1007 - Reflective Sign Sheeting.
49	8/3/2005			
		CONSTRUCTION	Post Design Services	Procedures for the administration of Post Design Services.
		GENERAL	CADD Archiving Process	CADD file archiving process.
		ROADWAY	Implementation of New RDG Recommended Shoulder Widths	The RDG was recently updated to modify the recommended shoulder widths.
		TRAFFIC	Signing and Marking for Through Movements at Off Ramps	ADOT Traffic Group's Manual of Approved Signs was modified to include a new sign panel to allow for an exit ramp to entrance ramp movement at ramp intersections.

<i>Meeting Number</i>	<i>Date</i>	<i>Discipline</i>	<i>Subject</i>	<i>Description</i>
50	11/1/2005			
		ADMINISTRATION	DIRP Meeting Minutes Summary	A summary of the DIRP meetings will be available on the ADOT Valley Project Management web page.
		ADMINISTRATION	RTPFP Program Management	Valley Project Management is now responsible for the administration of all projects within Maricopa County. Design consultants should provide VPM and DMJM Harris with copies of all scoping documents, project plans and estimates for each submittal for all projects in Maricopa County.
		ROADWAY	Roadway Design Guidelines (RDG) Chapter 500	Draft Roadway Design Guidelines Chapter 500, Traffic Interchanges.
		STRUCTURES	Presentation of Earthwork Finish Grades on Structure Plans	Guidelines to present earthwork finish grade information on structure and retaining wall plans.
		SURVEY/MAPPING	Surveys and Aerial Mapping Design Procedure Memorandum	New Surveys and Aerial Mapping Design Procedure Memorandum.
		TRAFFIC	Pullbox Locations on Plans	Pullbox locations should not be shown on the construction plans, and should not be provided with Post Design services.
51	1/3/2006			
		ADMINISTRATION	Submittal Checklists	The VPM submittal checklists were recently updated.
		ADMINISTRATION	Post Design Services	Post design services labor rates and administration process.
		ESTIMATES	E2C2 Estimates	All future scoping and final design submittal estimates shall be input into E2C2.
		ESTIMATES	Construction Segment Costs and Descriptions Notebook Guidelines	New Construction Segment Costs and Descriptions Notebook Guidelines and final design submittal requirements.
		TRAFFIC	Traffic "Lessons Learned" Document	A new "Traffic Lessons Learned" document was developed to capture the lessons learned from the Proposition 300 freeway program. Consultants shall use this document for all scoping and final design projects.
52	5/2/2006			
		ADMINISTRATION	Electronic Submittals and Record Drawings	The procedures for the submittal of electronic files was presented for each submittal stage, As-Bid Drawings, Record Drawings and project archiving.
		CADD	Transition to MicroStation Version 8 (V8)	Tools and resources necessary to utilize V8 for ADOT are available at http://www.adot.gov/highways/cae/standards/standards.asp .
		ROADWAY	Cost Effective Use of Curb and Gutter	Designers should evaluate the potential use of a rural and urban freeway sections for cost effectiveness.
		ROADWAY	Roadway Design Guidelines (RDG) Chapter 700 Update	Brief description on recent updates to RDG Chapter 700 - Earthwork.

<i>Meeting Number</i>	<i>Date</i>	<i>Discipline</i>	<i>Subject</i>	<i>Description</i>
53	9/5/2006			
		MATERIALS	Concrete Paving on Median Shoulders	The median shoulder width and structural section will be revised by ADOT Pavement Design Section and ADOT Phoenix Construction District. The final guidelines will be presented at a future DIRP meeting.
		MATERIALS	Pavement Design Guidelines for Urban Highways	The Pavement Design Guidelines were updated in August 2006. The revisions to the guidelines were presented at the meeting.
		ROADWAY	ADA Requirements for Sidewalk Ramps	ADOT Roadway Engineering Group presented ADA requirements for sidewalk ramps.
54	11/7/2006			
		GEOTECHNICAL	Earth Fissures	Designers shall investigate the potential existence of earth fissures.
		ROADWAY	Median Shoulder Paving	Use of concrete pavement and ribbon curb for shoulders adjacent to open medians.
55	3/6/2007			
		ROADWAY	Bicycle Policy Update	The ADOT MGT 02-1 Bicycle Policy was updated effective February 27, 2007.
		ROADWAY	Design Exceptions and Variations	Revisions to the Design Exception and Design Variance Guide.
		ROADWAY	High-Tension Cable Barrier	ADOT Roadway Group presented a new special provision for High-Tension Cable Barrier.
		ROADWAY	Chapter (6) Update to AASHTO Roadside Design Guide	The AASHTO Roadside Design Guide was recently updated for median barriers.
56	9/5/2007			
		ADMINISTRATION	New Pre-Proposal Procedures for RFP's	New Pre-Proposal Procedures will be used during the Request for Proposals (RFP) process.
		TRAFFIC	ADOT Freeway Management System (FMS)	New FMS Design Guidelines, Standard Drawings and Stored Specifications.
		UTILITIES & RAILROAD	U&RR Stage Submittal Checklist	The new U&RR Stage Submittal Checklist was presented and shall be completed by all designers for all project submittals.
57	2/5/2008			
		COSTS	E2C2	An overview of the ADOT Estimated Engineering Construction Cost (E2C2) system was presented.
		SURVEYING & MAPPING	Aerial Imaging	Aerial imagery is available through ADOT for the greater Maricopa County area.

<i>Meeting Number</i>	<i>Date</i>	<i>Discipline</i>	<i>Subject</i>	<i>Description</i>
58	6/3/2008	ADMINISTRATION	As-Built Procedure	New ADOT As-Built Plans procedure.
		FMS	FMS Lessons Learned	FMS Integration 'Lessons Learned' for use on projects.
		ROADWAY	Differential Height Median Barriers	Upcoming ADOT Roadway Plans Detail for variable height median barriers (height varies from 26" to 60").
		ROADWAY	Crash Attenuator Selection	ADOT Smart Cushion Selection Procedure supplement to the Crash Cushion Selection Procedure.
59	8/5/2008	ADMINISTRATION	Submittals	New ADOT Deliverables Checklist process; CADD files submittal standard requirements; Shop Drawing stamp requirements.
		SPECIFICATIONS	Specifications	Revisions/additions to Standard Drawings and Specifications.
		TRAFFIC	Freeway Closure Guidelines	Freeway closure guidelines for controlled access highways in Phoenix area.
60	12/2/2008	ADMINISTRATION	Field Red-Line Drawings	New field red-line drawing process.
		ADMINISTRATION	As-Built Drawing Procedure	As-Built drawing procedures.
		ROADWAY	Differential Height Median Barriers	New ADOT Roadway Plans Details for differential height median barriers.
		STRUCTURES	Minimum Vertical Clearances	The Bridge Design Guidelines shall be the sole reference source for vertical clearance requirements.
		TRAFFIC	DPS Officers	Use of DPS Officers on ADOT projects.

<i>Meeting Number</i>	<i>Date</i>	<i>Discipline</i>	<i>Subject</i>	<i>Description</i>
61	8/4/2009			
		ADMINISTRATION	ECS On-Line Submittal Process	Consultant feedback requested on the new ECS on-line submittal process.
		ADMINISTRATION	Regional Transportation Plan Update	Overview of MAG Tentative Scenario for the MAG Regional Freeway and Highway Program, July 2009.
		ESTIMATES	Maintenance Costs	New procedure to include future maintenance costs in project scoping documents.
		ROADWAY	Design Updates from Roadway Engineering Group	Roadway Engineering Group design requirement updates.
		ROADWAY	Asphalt Concrete Removal	Asphalt concrete removal payment method.
		TRAFFIC	Design Updates from Traffic Group	Traffic Group design requirement updates.
		TRAFFIC	DPS Officers	Use of DPS Officers on ADOT projects (updated).