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DEA MEMORANDUM

TO: I-5 Conceptual Design Team Members

FROM: Jay Lyman

DATE: May 22, 2001

SUBJECT: **SUMMARY OF 5-16-01 CONCEPTUAL ENGINEERING COORDINATION MEETING**

PROJ. #: ODOT0000-0364

COPIES: see list of meeting attendees

A coordination meeting was held on May 16, 2001 to ramp up toward initiation of the conceptual engineering phase of the Portland/Vancouver I-5 Transportation and Trade Partnership project. The meeting was successful in a number of ways including bringing together key staff from ODOT, WSDOT, and the consultant team to meet each other, flush out preliminary issues, discuss resourcing and scheduling, and establish initial action steps to be completed by specific individuals.

This summary includes a list of meeting attendees, a summary of issues discussed, and identification and ownership of preliminary action steps.

MEETING ATTENDEES

I-5 Conceptual Engineering Meeting Attendees			
Name	**Affiliation**	**Phone**	**Email**
Fred Eberle	ODOT-Reg 1	503-731-8284	Frederick.C.EBERLE@odot.state.or.us
Ed Pickering	WSDOT- SW Reg	360-905-2052	Pickere@wsdot.wa.gov
Don Owings	WSDOT-Roadway	360-750-7091	Owingsd@wsdot.wa.gov
Erik Havig	ODOT-Bridge	503-986-3558	erik.m.havig@odot.or.us
Thomas Picco	ODOT- Reg 1	503-731-8280	Thomas.j.picco@odot.state.or.us
Mark Anderson	WSDOT-Bridge	360-705-7173	Andersm@wsdot.wa.gov
Jay Lyman	DEA	503-499-0258	jgl@deainc.com
Mike Baker	DEA	503-499-0484	mjba@deainc.com
Neal Christensen	DEA	503-499-0520	nkc@deainc.com
Terry Shike	DEA-Bridge	503-361-8635	tjsh@deainc.com
Connie Kratovil	PB	503-274-7229	Kratovil@pbworld.com
Michael Traffalis	PB	503-274-7225	Traffalis@pbworld.com
Chris Hemmer	PB	503-417-9353	Hemmer@pbworld.com
PB- Parsons Brinckerhoff DEA- David Evans and Associates, Inc.			

MEETING AGENDA

A. Introduction
1. Project Overview
2. Project Purpose

B. Corridor Design Concepts
1. Option Packages
2. Design Variations

C. Work Products
D. Background Materials
E. Schedule
F. Roles and Responsibilities
G. Other
A Kickoff Meeting Date

MEETING MINUTES

A. Introduction: Jay provided a summary to the group of the I-5 project and process undergone to date and the desired end result of upcoming conceptual engineering work. (font change??)

B. Corridor Design Concepts: Jay provided an overview of the current option packages and design variations to be evaluated over the summer and provided handout materials (maps and descriptions) for each.

C. Work Products: The group discussed work products to be developed during conceptual engineering. Jay mentioned that products will be centered around report and public presentation needs and costing.

1. Drawings will need to depict the following:
   - out-to-out footprint including right-of-way,
   - centerline,
   - lane configuration,
   - ramp connections,
   - profiles where needed to convey specific issues and help in costing
2. All drawings (both sides of the Columbia River) to be prepared in English units
3. Concept visualization will likely be needed (digital or architect renderings) in specific areas such as the I-5 Bridge and Rose Quarter and others. Defer until the list of option packages is potentially narrowed based on preliminary conceptual engineering and other findings.
4. The consultant team will likely prepare/produce all conceptual engineering drawings. May need to be one firm for consistency in product.
5. Tri-Met may be able to provide the cost estimator (Dave Chiara). Fred Eberle will contact Tri-Met.
6. Bridge type and preliminary design/layout will be needed to support costing.

D. Background Materials: The group discussed the need to identify available reports/resources to support the conceptual engineering phase of work. Some of these resources need to be compiled and others simply located in case needed.

1. Base mapping- **PB/ODOT will coordinate**
2. Compile/review ROW plans to establish corridor centerline- **Eric/Don**
3. Compile I-5 Bridge as-builts- **Terry/Mike B.**
4. Compile plan sheets for SR 500 to 99th segment- **Don**
5. Develop reference library and compile resource list- **Mike T.**
6. Develop geotech resource list- **Mark A./Mike T.**
7. Coordinate ROW line to be included in existing mapping- **Connie**

To support Mike Traffalis's efforts to compile and maintain a list of available resources, individuals assigned to locate and compile certain resources should keep Mike in the loop. In addition to resource name and date, a short description of the information inside may be useful.

Agency and WSDOT staff can begin compiling information immediately, the consultant team must wait until the work order for this phase of work has been approved.

E. Issues: The following issues were raised and where possible, action steps and team members identified to follow up were identified.

1. Aesthetics of the I-5 Bridge can substantially affect cost. Need to identify Bridge type early on.
2. Tunnel/Tube options- Geotech info will be compiled from existing reports. Bathymetric data is needed to confirm profile requirements. Need to expand upon Phase I concepts and costs to specifically address termini connections to I-5, need to identify type of shipping traffic on Columbia (type and size of vessels), would be helpful to develop a design constraints report (Pearson Airpark, Coast Guard requirements, etc.).
   DEA has some recent bathymetric data
3. Can a Bridge high span be moved to center of channel near the "hump"?
4. Clarify I-5 Bridge clearance requirements through discussions with affected agencies (Coast Guard, Pearson Airpark, BNRR, FHWA), determine clear zone geometry available, evaluate potential for mid-level span based on results.
   Don to look for Pearson Airpark fan.
   Fred to coordinate discussions with affected agencies
5. Need to determine if a new I-5 Columbia River Bridge needs to look very similar to existing Bridge structures due to historical significance. **Fred to investigate.**

F. Schedule:

1. Public review draft conceptual engineering drawings are needed by Labor Day 2001.
2. Connie will develop a work plan and meeting schedule to coordinate design teams.
3. Connie has tentatively set a kickoff meeting date for June 5, 2001 from 1-5 pm at ODOT Region One (subject to change depending on contracting schedule)
4. Connie will invite Fred and Ed to conceptual engineering team meetings

G. Roles and Responsibilities:

1. WSDOT:
   - Bridge: Mark to serve in review and coordination role. WSDOT may be able to provide architect role to prepare renderings. Mark to confirm.
   - Highway: SW Region staff has a heavy workload; Don will confirm if resources can be freed up for this project.
2. ODOT:
   - Bridge: Provide review and comment support
   - Highway: Provide 2+ FTE led by Mark Johnson
3. Consultant Team: Fill in as needed. Connie to confirm resource needs.