



Rock Products Committee (RPC)

Meeting Minutes and Action Items

From Tuesday, January 25, 2011

1:00 PM to 4:00 PM

Caltrans HQ, 1120 N Street, Room 5510, Sacramento, CA

Title of Meeting:	Quarterly RPC Meeting
Invitees:	Committee Members: SEE LIST ON PAGE - 7
Attendees:	SEE LIST ON PAGE - 7
Note Taker:	SHIRA RAJENDRA
Facilitator:	PHIL STOLARSKI

Agenda

Time	Topic	Who	Desired Outcome
1300 - 1310	Welcome, Introductions and Review Agenda	Phil Stolarski/All	Member Introductions & Review
1310 - 1320	Status of Caltrans 2010 Plain Language Specifications Update	John McMillan	Share Information
1320 - 1330	Caltrans Pavement Program Strategic Organization	Amarjeet Benipal	Share Information
1330 - 1345	RPC Expectations <ul style="list-style-type: none"> • RPC Meetings • Task Groups • Sub Task Groups 	Scott Jarvis and Tony Limas	Share Information
1345 - 1355	RPC Internet Resources & Tools	Shira Rajendra	Share Information
1355 - 1405	Break	All	
1405 - 1415	Overview of the 18 months RPC Work Plan and Proposed Schedule to Evaluate FY 2012/13 RPC Work Plan	Amarjeet Benipal	Share Information
1415 - 1515	RPC Task Group Work Plan Status Updates (15 minutes for each Task Group) <ul style="list-style-type: none"> • Asphalt • Concrete 	Task Group Co-Chairs Peter Vacura, Jack Van Kirk & Jim St. Martin Dan Speer, Charley Rea & Bruce Carter	Update on Progress of RPC Projects

1415 - 1515	RPC Task Group Work Plan Status Updates Continued (15 minutes for each Task Group) <ul style="list-style-type: none"> • Pavement Foundations • Pavement Preservation 	Task Group Co-Chairs Bill Farnbach, Dan Chapman & Don Vivant Peter Vacura, Hans Ho & Craig Hennings	Update on Progress of RPC Projects
1515 -1530	Other Issues <ul style="list-style-type: none"> • CTM 205 • Project Level Issue Resolution Process 	Phil Stolarski Scott Jarvis and Tony Limas	Share Information
1530 - 1545	Process for New Business	Scott Jarvis	Share Information
1545 - 1600	Capture Action Items and Dates Next Meeting on April 20, 2011 from 1 PM to 4 PM at TransLab, 5900 Folsom Blvd., Sacramento, CA 95819	Phil Stolarski	Capture Action Items Share Information

Handouts (handouts can be accessed from the internet links shown below):

1. 2010 Construct Standards Presentation
(<http://www.dot.ca.gov/hq/esc/oe/standards.php>)
2. Caltrans Pavement Program Strategic Organization
(http://www.dot.ca.gov/hq/maint/Pavement/Pavement_Program/PDF/Caltrans_Pvmt_Prg_Strategic_Organization_12-14-10.pdf)
3. Pavement Program Steering Committee (PPSC) Charter
(http://www.dot.ca.gov/hq/maint/Pavement/PPSC/PDF/PPSC_Charter_signed_12-28-10.pdf)
4. Rock Products Committee (RPC) Charter
(http://www.dot.ca.gov/hq/maint/Pavement/RPC/PDF/RPC_Committee_Charter_12-13-10_v2.pdf)
5. Expectations for RPC Meetings
(http://www.dot.ca.gov/hq/maint/Pavement/RPC/RPC_Meetings.html)
6. RPC Work Plan Status
(http://www.dot.ca.gov/hq/maint/Pavement/RPC/PDF/RPC_Work_Plans_Status_01-24-11.pdf)



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Outline of Discussion

Meeting started with agenda review and introductions.

Status of Caltrans 2010 Plain Language Specifications Update (John McMillan):

The 2010 Construction Contract Standards presentation (Handout 1) and a quick guide are available at <http://www.dot.ca.gov/hq/esc/oe/standards.php>.

- The 2010 Construction Contract Standards final documents are targeted to be posted on the Internet by April 2011.
- Currently 83% of the draft plain language specifications have been reviewed and 23% are final for publication.
- Caltrans will start training staff after publication of the 2010 Construction Contract Standards.
- There will be a 1 year transition period in using the new Construction Contract Standards on new contracts.

Industry members wanted to know how they can receive training on the 2010 Construction Contract Standards. McMillan indicated that Caltrans Office Engineer website will post training information after publication of the 2010 standards. **Action Item** – Limas to assess and report on Industry training needs on the 2010 Construction Contract Standards at the next RPC meeting.

Caltrans Pavement Program Strategic Organization(Amarjeet Benipal):

Information on Caltrans Pavement Program Strategic Organization (Handout 2) is available at

http://www.dot.ca.gov/hq/maint/Pavement/Pavement_Program/PDF/Caltrans_Pvmt_Prg_Strategic_Organization_12-14-10.pdf.

- Caltrans Pavement Program receives strategic direction from the Pavement Program Steering Committee (PPSC); PPSC Charter (Handout 3) is available at http://www.dot.ca.gov/hq/maint/Pavement/PPSC/PDF/PPSC_Charter_signed_12-28-10.pdf.
- RPC is sponsored by the Chief Engineer Rick Land and Maintenance and Operations Deputy Director Steve Takigawa.
- RPC consist of Caltrans, Industry and Federal Highway (FHWA) members. RPC is Co-Chaired by Tony Limas from Industry and Phil Stolarski, Scott Jarvis and Amarjeet Benipal from Caltrans. RPC will have 4 Task Groups, namely Asphalt, Concrete, Pavement Preservation and Pavement Foundation. RPC Charter (Handout 4) is available at http://www.dot.ca.gov/hq/maint/Pavement/RPC/PDF/RPC_Committee_Charter_12-13-10_v2.pdf.
- Caltrans RCP Co-Chairs are tasked with communicating with Construction, Design and Maintenance management boards in making sure communication takes place at all levels and across Caltrans and appropriate stakeholders.
- Pavement Management Council (PMC) is formed to manage pavement and RPC related activities, and seek input from experts within Caltrans throughout the state as well as academia, Transportation Research Board (TRB) and National Cooperative Highway Research Program (NCHRP).

RPC Expectations (Scott Jarvis and Tony Limas):

The Expectations for RPC Meetings (Handout 5) in order for RPC to be a high-performing team were shared with the committee members by Jarvis. The Expectations for RCP Meetings is available at

http://www.dot.ca.gov/hq/maint/Pavement/RPC/RPC_Meetings.html.

- Limas shared the Industry's desire to bring new business items on the day of the RPC meetings because Industry meets in the morning prior to the RPC meeting, so that RPC members could listen and document the items shared at the meeting. Benipal encouraged everyone to use the appropriate RPC Task Group Co-Chairs to bring up issues ahead of time and not to wait until the RPC meetings. It was decided to have further discussion on the new business during the Process for New Business items later in the agenda.
- Limas asked if the RPC meetings could have open mike so that Industry counterparts who are not RPC members still could listen in, while Industry members of RPC could participate by telephone conference if necessary. Action Item – RPC Co-Chairs to discuss the open mike proposal and get back to the RPC members.

- When a question came up on the RPC meeting minutes, Benipal indicated that the draft RPC meeting minutes will be shared with the Industry Co-Chair (Limas) within one week of the RPC meeting to be reviewed by Industry members. Industry will have one week to review and comment on the draft meeting minutes. Then the minutes will be finalized and posted on the RPC internet site within the third week after the RPC meeting. **Action Item** – Shira Rajendra to send RPC internet link to all RPC members part of the minutes.

RPC Internet Resources & Tools (Shira Rajendra):

All information on the new RPC internet site (http://www.dot.ca.gov/hq/maint/Pavement/RPC/Rock_Products.html) that was developed to share information on the committee as well as its task groups and sub task groups operations and work was shown to the committee. Several RPC members welcomed the goals of the new internet site in putting the RPC information for easy access by everyone and to maintain transparency of the RPC operations and work.

Overview of the 18 months RPC Work Plan and Proposed Schedule to Evaluate FY 2012/13 RPC Work Plan (Amarjeet Benipal):

The RPC Co-Chairs met with all Task Group Co-Chairs during late November and early December 2010 in reviewing the proposed 18 month work plan for their respective Task Groups.

- In the 18 month work plan Asphalt Task will be working on 9 active projects, Concrete Task Group will be working on 18 active projects with 1 project already completed, Pavement Foundations Task Group be working on 4 projects and Pavement Preservation Task Group will be working on 14 projects.
- We can entertain new projects that may come along the way that is important to Caltrans and/or Industry, and add that project to the current list of projects the Task Group is working on. This may or may not affect the progress of on-going projects.
- The 2012/13 RPC work plans will be reviewed by the RPC Task Group Co-Chairs in late 2011 and presented to the RPC Co-Chairs in January 2012, to be approved by April 2012. Work on newly approved projects will begin from July 2012.

RPC Task Group Work Plan Status Updates (by the Task Group Co-Chairs):

Task Group Co-Chairs for Asphalt, Concrete, Pavement Foundations and Pavement Preservation went through the status of the projects the Sub Task Groups are working on. RPC Work Plan Status document (Handout 6) is available at http://www.dot.ca.gov/hq/maint/Pavement/RPC/PDF/RPC_Work_Plans_Status_01-24-11.pdf.

- Asphalt Task Group – No Action Items
- Concrete Task Group – No Action Items
- Pavement Foundations Task Group – No Action Items
- Pavement Preservation Task Group – Action Item is listed in the Action Items Summary.

Other Issues:

- **CTM 205** – It was agreed to retrieve the draft CTM 205 that was completed by the committee and reconvene the key original committee members (Tony L., Nahid & Rita) to review and resolve the issues. **Action Item** – Stolarski to follow-up on setting up a meeting within two weeks with the appropriate invitees to resolve the issues and finalize CTM 205.
- **Project Level Issue Resolution Process**
Jarvis discussed about Project Level Issue Resolution at the meeting.
 - Caltrans Districts are responsible for delivering projects (plan, design and construct), maintain and operate the state highway system. Caltrans Headquarters develops and improves transportation policies and the tools necessary to implement the policies. Headquarters employees generally don't get involved in project related issues. Districts deal with the project related issues.
 - Caltrans' construction contracts include many dispute resolution specifications and ADR processes, including partnering and DRB's, and we encourage the construction industry to use them. However, every effort should be made to resolve issues at the lowest level possible.
 - Caltrans and contractors should be informed of each other's management teams at the pre-construction conferences. Once issues have been elevated to Caltrans' area construction manager and the corresponding level within the contractor's organization, and those issues are not resolved due to difference in opinion of contract interpretation, the contractor can ask that the District involve the Headquarters Construction Field Coordinator for an opinion. **Action Item** – Rajendra to invite the Construction Field Coordinators to the next RPC meeting.

- **Industry Members Raised Issues at the Meeting**

Several new issues were shared by Industry members at the meeting.

- Section 37 SSP Update – It was decided Surface Seals Sub Task of the Pavement Preservation Task Group to be convened to discuss rubber chip seals updated specifications based on an issue raised by Van Kirk. **Action Item** – Vacura to coordinate convening the Surface Seals Sub Task Group to review the issues in the rubber chip seals specifications.
- Based on a question raised on Joint Training efforts between Caltrans and Industry, Benipal indicated Joint Training efforts will be looked at individual components and as a large training effort.
- Limas indicated that the California Chip Seal Association wants to be added to the Industry membership of the RPC. After further discussion it was agreed that the Industry members will take two weeks to think about the need to add California Chip Seal Association. **Action Item** – Limas to consult with Industry on the need to add California Chip Seal Association and get back to the all RPC Co-Chairs.
- Industry members indicated sometimes that the Sub Task Group members’ interpretation on what was agreed at a meeting is different. Benipal indicated that we need to ask Sub Task Group Co-Chairs to record and send out the meeting minutes within a reasonable timeframe to everyone for review and comment, then final the minutes to avoid different interpretation of decisions or agreements.
- Industry members indicated that many issues are coming up due to unapproved edits in specifications. Jarvis indicated that Headquarters is working on a uniform bidder inquiry system statewide in order for Headquarters to monitor bidder inquires. Currently bidder inquiries are handled by Districts and Regions separately.
- Industry members indicated that we need strong participation from all appropriate functions in the Sub Task group meetings to make the meetings productive. Jarvis indicated that Caltrans is committed to the RPC projects and will make every effort to make sure appropriate participation takes place in Sub Task Groups.

Process for New Business:

Due to lack of time this item was deferred to the next RPC meeting in April 2011. Meanwhile the 4 Co-Chairs of the RPC will discuss this item further and bring it to all members at the next RPC meeting.

Caltrans RPC Co-Chairs requested for feedback on today’s meeting from Industry RPC members. **Action Item** - Limas to collect feedback on today’s meeting from Industry members of the RPC and send it to the Caltrans RPC Co-Chairs.

Meeting adjourned at 1630 hours.



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Action Items Summary

#	MEETING	ITEM	ACTION REQUIRED	WHO	DUE	STATUS
1	01/25/11	2010 Construction Contract Standards	Assess and report on Industry training needs on 2010 Construction Contract Standards including 2010 Plain Language Specifications.	Limas	04/20/11	
2	01/25/11	RPC Open Mike Proposal	RPC Co-Chairs to discuss the proposal at the February 28, 2011 meeting and get back to RPC members.	RPC Co-Chairs	3/7/11	
3	01/25/11	Rock Products Committee (RPC) Internet Site	Include internet address to the new RPC site in the meeting minutes	Rajendra	02/01/11	Done
4	01/25/11	Pavement Preservation Task Group	Pavement Preservation Sub Task Group Organization needs to finalized	Vacura	02/21/11	
5	01/25/11	All Task Group Co-Chairs	Update RPC Work Plan Status and Check on Sub Task Action Items	All Task Caltrans Task Group Co-Chairs	02/01/11	
6	01/25/11	CTM 205	Setup meeting to resolve issues and finalize CTM 205.	Stolarski	02/10/11	
7	01/25/11	Construction Field Coordinators	Invite Construction Field Coordinators to the next RPC meeting	Rajendra	02/01/11	Done
8	01/25/11	Section 37 SSP Update	Convene Surface Seals Sub Task Group to review and resolve rubber chip seal spec. issues	Vacura	02/10/11	Done
9	01/25/11	California Chip Seal Association	Consult with Industry on the need to add California Chip Seal Association to RPC and get back to Caltrans RPC Co-Chairs	Limas	2/14/11	
10	01/25/11	Feedback on Today's RPC Meeting	Request and Collect feedback on today's RPC meeting from Industry members and share with Caltrans RPC Co-Chairs	Limas	2/14/11	

Rock Products Committee Members

Name	Organization	2011											
		1/25	4/20	7/20	10/26								
Philip J. Stolarski	Caltrans State Materials Engineer (Co-Chair)	X											
Amarjeet S. Benipal	Caltrans State Pavement Engineer (Co-Chair)	X											
Scott Jarvis	Caltrans Asst. Chief of Construction (Co-Chair)	X											
Anthony Limas	Industry-Granite Construction Company, Inc. (Co-Chair)	X											
Bill Farnbach	Caltrans Pavement Program (Caltrans Member)	X											
Chuck Suszko	Caltrans Construction (Caltrans Member)	X											
Dan Speer	Caltrans Materials Engineering & Testing Services (Caltrans Member)	X											
Earl Seaberg	Caltrans Materials Engineering & Testing Services (Caltrans Member)	X											
Roberto Lacalle	Caltrans Structures Specifications and Estimating (Caltrans Member)	X											
Peter Vacura	Caltrans Pavement Program (Caltrans Member)	X											
Tom Pyle	Caltrans Pavement Program (Caltrans Member)	X											
Shira Rajendra	Caltrans Pavement Program (Caltrans Resource Member)	X											
Steve Healow	FHWA Pavement Engineer (FHWA)	■											
Bruce Carter	Lehigh Hanson (Industry Member)	X											
Charley Rea	CALCIMA (Industry Member)	X											
Cliff Ohlweiler	Oldcastle Precast, Inc. (Industry Member)	X											
Craig Hennings	American Concrete Pavement Association-Southwest (Industry Member)	X											
Dan Chapman	Vulcan Materials Company – Western Division (Industry Member)	X											
Don Vivant	Sully-Miller Contracting Company (Industry Member)	■											
Hans Ho	Telfer Oil Company (Industry Member)	X											
Jack Van Kirk	Basics Resources, Inc. (Industry Member)	X											
Jim St. Martin	Asphalt Pavement Association of California (Industry Member)	X											
Robert P. Humer	Asphalt Institute (Industry Member)	■											
Russell Snyder	California Asphalt Pavement Assoc (Industry Member)	X											
Tom Tietz	California & Nevada Cement Assoc (Industry Member)	X											
Gary Hildebrand	Road Science LLC (Attended for Hans Ho)	X											