

**STATE OF NEW HAMPSHIRE
DEPARTMENT OF TRANSPORTATION
BUREAU OF HIGHWAY DESIGN
CONFERENCE REPORT**

PROJECT: ACEC-NHDOT Contracts Subcommittee Meeting

DATE OF CONFERENCE: April 9, 2025

LOCATION OF CONFERENCE: NHDOT, Profile Conference Room 161

ATTENDED BY:	<u>NHDOT</u>	<u>CONSULTANTS</u>
	Tobey Reynolds	Darren Blood (co-chair)
		Jason Beaudet (scribe)
		Jennifer Reczek
		Marty Kennedy
		Roch Larochelle

Previous Meeting Minutes Approval

- The March 12, 2025 minutes were reviewed, adjusted, and approved.

Construction Engineering Services Memo

- The group reviewed the language provided
- Should be socialized at next partnering meeting

Preliminary Standard Scope of Work (SSOW) Status

- Geotech comments incorporated
- Previously reviewed comments incorporated
- Items that should be added to the checklist to better correspond with SSOW
 - Intersections with plan and lane layout
 - Impacts beyond ROW
 - Prop ROW layout
 - Jennifer to coordinate with Ron (overseer of the checklist)
- Section 6
 - Deliverable list will be over a page long
 - List will not be included because items are already in the scope
- Mark Hemmerlein Comments (Section 6.7)
 - Elements of the list are all components of the permits and shouldn't be listed
 - Suggested original language to be removed will be kept. Assumptions that were warranted were added to the paragraph above and the assumption list will be removed once sent to Kendra.

Final Standard Scope of Work

- Geotechnical
 - Should be included in Final Design but with a qualifier
- Slope and Drain
 - Remove list and refer to checklist

- Environmental Section
 - Section should retain sections from preliminary stating that they are only used if needed.
- PPSE
 - Utilize checklist, delete list
- PSE
 - Utilize checklist, delete list
- Public Meetings
 - Should be largely the same as preliminary and updated for final
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 - Should be largely the same as preliminary and updated for final
- Project Management
 - Should be largely the same as preliminary and updated for final

Standard Invoice Improvements

- Date is confirmed with Bill O. May 27th at noon via teams.

Next Steps

- Standard Scope of Work (Final Design)

Next Meeting

- May 14, 2025 @ 2:00 PM