



ACEC/NCDOT AGENDA

February 5, 2026 @ 1:30pm

Chief Engineer's Conference Room or Microsoft Teams

[+1 984-204-1487](tel:+19842041487) United States, Raleigh
Phone Conference ID 876 003 554#

- I. Welcome and Introductions (Laura Fisher)
 - Jamie Lancaster is the new co-chair
 - In Person: Laura Fisher, Jamie Lancaster, Angel Pridgen, Brian Elam, Jennifer Evans, Jennifer Hernandez, Jessica Luther, Julie Flesch Pate, Katrina Feltes, Nick Ramirez, Steve Smallwood
 - Online: Addison Gainey, Brett Abernathy, Kelly Hayes, Matt Jones

- II. Approval of 11/6/2025 Meeting Minutes (Laura Fisher)
 - Approved.

- III. Legislative Update / Chief Engineer's Comments
 - No updates from the Chief's office.

- IV. Technical Services Updates (Jennifer Evans/Jamie Lancaster)
 - Personnel and Unit Updates
 - o Win Bridgers (Division 1) retired on 2/1; Ronnie Sawyer is the new Division Engineer.
 - o Jennifer Portanova is now State Traffic Engineer.
 - o Ebony Pittman named General Counsel.
 - o Tammy Stewart is now Director of Communications.
 - o Mary Cole Pike named Deputy Secretary for External Affairs, overseeing Communications, Governance, and Legislative Affairs.
 - o Randy Griffin is now Head of the EAU Unit.
 - o Bruce Payne now Roadway Design Unit Design Development & Support Group Lead for Divisions 7 and 9-14.
 - o The Office of Civil Rights has been restructured as the Economic Opportunity and Compliance (EOC) Unit and now reports to the Chief Operating Officer. The EOC Unit's updated mission emphasizes workforce and business development, compliance programs, and supporting economic growth within the transportation industry.

 - Water Resources File
 - o Water Resources File is replacing the former Wet/Wex file.

- Location & Surveys (L&S) will collect survey nails and wetland points set by Environmental Specialists, and these will be incorporated into the Final Survey (FS) file.
- L&S will also use the Water Resources File to identify Jurisdictional Streams.
- [Nail Method Background.pdf](#)
- Session Law 2025-47 Defining Boundaries of NCDOT Rights of Way and Easements
 - NCDOT has presented its concerns to JLTOC:
 - NCDOT wants to assure that any guidance that is issued assures that all adjacent owners are treated fairly and equitably regarding any existing right-of-way that may affect their property. Setting a uniform policy of defined maintenance is difficult due to differing conditions across geographical areas such as topography, design, traffic volume, and historical practice.
 - NCDOT is concerned with its exposure to inverse Condemnation Claims that may arise if “maintenance limits” are deemed to define the right-of-way. Landowners may argue that their property was taken without compensation, triggering costly litigation creating another “Map Act”-style liability.
 - NCDOT does not want to undermine any existing, fair practices for determining existing right-of-way. If “maintenance limits” are deemed to define the Right-of-Way, private property on existing projects could now be deemed right-of-way.
 - This law requires NCDOT to alter development access designs when developers cannot acquire necessary right-of-way even if safety dictates otherwise. This prioritizes developer cost savings over public safety and undermines NCDOT’s core mission of providing safe, efficient transportation facilities.
- Maintenance Limit Considerations used by NCDOT
 - The following examples illustrate common roadway maintenance functions and features that must be considered when establishing maintenance limits:
 - Mowing Limits – width of routine mowing operations, varying by equipment type and available roadside area.
 - Tree Trimming / Cutting Limits – extent of clearance for safety, visibility, or hazard removal.
 - Back of Ditch – distance to the outer edge of maintained roadside ditches.
 - Toe of Fill Slope – base of an embankment or fill slope.
 - Top of Cut Slope – upper edge of a cut slope where excavation was made.
 - Ditch Shoulder Operations – e.g., six feet up from center of ditch or six feet down from the shoulder hinge point (reflecting a typical side-arm mower reach).
 - Drainage Features – limits necessary to construct, access, and maintain culverts, outfall ditches, and positive drainage flow.
- Embedded Consultants
 - AD/CRS lock out/ login requirements conversation (Jennifer)
 - AD is 90 days
 - CRS is 30 days
 - What can we do to proactively to reduce the administrative burden on both ends caused by lock outs from lapsed time between logins?

- Digital Delivery Update
 - o Workspace
 - Working to roll out NCDOT's Unified workspace, no longer discipline specific and will function by roles.
 - The Unified Workspace is set up to work with OpenX2024.
 - Industry has been tapped for workspace testing.
 - All digital delivery guidance documents will be focused on OpenX2024 and NCDOT's Unified Workspace.
 - A new CADD manual is coming out in early March.
 - o 2025 Digital Delivery Success
 - Digital Delivery Leadership and PEF OneTeam worked with all units to define level of development requirements for each discipline. This work informed us how to define what the model is.
 - o Next steps are to develop qa/qc standards for what we have defined as the model.
 - o Legacy projects
 - IT is working diligently to eliminate legacy projects, which has led to substantial discussion around the fonts used in older software. The new workspace currently supports a limited font set; however, conversion projects have the option to incorporate additional fonts to ensure a smoother transition and better compatibility.

V. Project Management Updates (Katrina Feltes)

- Invoices and Progress Reports
 - o Some invoices have been coming in without progress reports. Please include these for a more streamlined experience.
 - o Be aware that a rejection came through because of a 16-character limit on an invoice number.
- QC Checklists
 - o PMU is working to establish clear expectations for when to include these QC checklists and any feedback is welcomed on the process.

VI. Roadway Design Updates (Steve Smallwood)

- Roundabout Guidance
 - o An interim RDM update coming February 2026
 - Minor revisions to field inspection questions
 - [Link to Effective Field Inspections L&L](#)
 - [Link to sign up for NCDOT's CLEAR Lunch and Learns](#)
 - Addition of roundabout guidance
- ORD's Effect on Processes
 - o The roadway design unit has been reviewing process impacts related to ORD.
 - Geotechnical unit is less comfortable with the model than the roadway team. As ORD adoption progresses, it would be beneficial to incorporate more geotechnical elements into the model.
 - To improve workflow in the long term, the Roadway Design Unit is working with contractors to potentially remove undercut from cross-sections entirely and revise how it appears on other plan sheets. Since undercut is ultimately determined in the field, Geotech questions whether modeling it provides meaningful value. The unit is currently evaluating not showing undercut on cross-sections and possibly removing it from the X1-A sheet as well.

- Public Meetings
 - o Internal discussions are underway across several units about reducing the amount of information displayed on public meeting maps to improve public understanding of projects, with these conversations also considering upcoming 508 compliance requirements.

- VII. Professional Services Management Update
 - None.

- VIII. Division Comments and Open Discussion (Division Reps)
 - Addison Gainey
 - o Agrees with simplifying the public meeting maps and is involved with those conversations. Visualization has been popular with Division 4 residents.
 - Matt Jones
 - o Divisions continue to discuss and push for increasing the division let project limits.

- IX. Industry Comments and Open Discussion (Industry Reps)
 - ROW and Construction Consultations
 - o A lot of coordination on language surrounding bats and tree removal. Is there a juncture with the new software where the answers to some of these environmental questions might be clearer earlier in the process?
 - Concern surrounding the accuracy of what's shown.
 - The final payment to USFWS isn't based on the estimates.
 - Jamie to revisit the bat language.
 - Consultant Evaluations
 - o What is the goal of these? What happens after they're completed?
 - Uploaded into a workbench that shows information by firm
 - The department is looking at making information from these more readily available for those on the selection teams.
 - Some consultants in the room are saying it's very sparse when/if these are completed.
 - This is extra work for NCDOT staff, but the feedback loop is important.
 - PMU uses this info during the selection process, as well as some Divisions. Other Divisions are aware of this information, but it's not necessarily the first piece of information they go to.
 - RS-2 Forms
 - o The PEFs want to understand the purpose of this form as it is an extra step for them.
 - These forms are documented into SAP in a purchase order. This helps to document subconsultant contractor pay outs across the department.
 - LSC's and PO's
 - o Can you have two separate invoices under the same PO? Someone within FSU told a consultant to make one invoice per project under the same PO.
 - This is because FSU wants the invoice to go directly to the specific PM for each individual project.
 - FSU just recently got an admin and discussions are likely underway.

- This could easily be loaded into DocuSign for several different project managers.
 - Kudos are given to the FSU for their work to reinvigorate this program.
- X. Future Meetings
- Future Meetings Gameplan
 - Consultants will meet one month prior to this meeting to discuss any items ahead of this meeting. If something specific comes up this could give the opportunity for someone specific to come in and speak to this.
 - General discussion on whether the current meetings, format, and updates given are effective. There is an interest in a clear collaborative mission, appropriate structure, and a focus on both sharing information and addressing major project-delivery challenges.

Next Meeting –Thursday, May 7, 2026 at 1:30pm