



ACEC/NCDOT AGENDA

August 7, 2025 @ 1:30pm

**Chief Engineer's Conference Room
or
Microsoft Teams**

+1 984-204-1487 United States, Raleigh
Phone Conference ID 876 003 554#

I. Welcome and Introductions (Derrick Weaver)

Derrick Weaver – NCDOT Technical Services Director
Jennifer Evans – NCDOT Technical Service Deputy Director
Addison Gainey – NCDOT Div 4
Jennifer Hernandez NCDOT PSMU
Katrina Feltes – NCDOT PMU
Matt Jones – NCDOT Div 9
Steve Smallwood - NCDOT Roadway Design
Vasim Barodawala – NCDOT CADD Integration
Laura Fischer – Benesch
Andy Young – McCormick Taylor
Angel Pridgen – GFT
Brett Abernathy – JMT
Brian Elam – Sungate Design
Clint Morgan – Lochner
Everett Loving – KimleyHorn
Jennifer Farino – RS&H
Jerry Page – GFT
Julie Flesch pate – KimleyHorn
Kelly Hayes – Davis Martin Powell
Nick Ramirez – Vias Infrastructure

II. Approval of 5/1/2025 Meeting Minutes (Laura Fischer)

III. Legislative Update / Chief Engineer's Comments (Boyd Tharrington absent)
- None

IV. Technical Services Updates (Matt Clarke/Derrick Weaver)
- Staff Updates

- Matt Clarke NCDOT Division 4 Engineer
- Derrick Weaver NCDOT Director of Technical Services

- Patrick Norman NCDOT Chief Engineer
- Steve Smallwood NCDOT State Roadway Design Engineer
- Jennifer Hernandez NCDOT Professional Services Procurement Engineer

PS&E Checklist Automation

- Developing automation for uploading final deliverables through ATLAS (pilot underway, feedback positive).
- Full implementation anticipated by year-end.
- Staff needing access should set up NCID and begin uploading deliverables.
- Jerry shared PowerBI PS&E Checklist that links directly to uploaded files (improves data governance).
- Deliverables uploaded into ATLAS automatically appear in SharePoint, correctly named and stored.
- [ATLAS Training Modules](#)

Digital Delivery – Updates from One Team

- Slides attached.
- Share pain points that could benefit from automation.
- NCDOT Workspace update/reset
 - being tested currently, to be released early 2026 on either an updated OpenX 2024 version or OpenX 2025.
 - A lot of features within this new workspace are designed to work within ProjectWise

V. Project Management Updates (Katrina Feltes)

- Lindsay Crocker replaced Jon Conforti.
- Team A Lead: Matt Seymour.
- 2026 Central Planning and Design Contract Advertisement
 - Contact Katrina to set up meet-and-greets.
 - There is guidance provided to ensure streamlined, effective sessions.

VI. Roadway Design Updates (Steve Smallwood)

- RDM update coming in November
- Memo coming that discusses utilization of method 2 superelevation distribution as a minimum criteria for high-speed detour design
- Additional NC roundabout guidance is being developed for inclusion in the RDM to try to provide some statewide design and construction consistency.
- X-1A sheet tools for creating the X-1A 50 ft interval earthwork data in ORD cross section sets are still being developed.
- Expectations and level of detail for driveway modeling expectations, plan pdf requirements and estimating efforts for ORD are being investigated and will be provided after further coordination and vetting.
- Ideas for incorporation of geotechnical recommendations, specifically showing undercut on profiles and cross sections, are being evaluated. Input/ideas on tools from industry are welcome.

VII. Professional Services Management Update (Jennifer Hernandez)

- Lump Sum Invoice Clarification

- To ensure shared understanding and consistency across the Department, I'm writing to address the intended approach for invoicing under NCDOT lump sum contracts. Sub-consultants perform their work under the prime consultant in accordance with the terms of their agreement. The prime's invoice reflects the percent complete for the total NTP and does not require sub-consultant invoices or receipts for direct costs. Accordingly, sub-consultant invoices should not be required as a condition for payment on NCDOT lump sum contracts moving forward. The footing notes on the Lump Sum invoice has been updated to reflect, this as well as the Invoicing FAQs. Please note that for cost plus invoices, sub-consultant invoices are required.
- The MAXIMUM ALLOWABLE NON-SALARY DIRECT COSTS updated on July 15, have been updated accordingly in the [NCDOT Workday Estimate Form](#), CEI Scope and Estimate, and staffing estimates forms.
- Have a comment about a tool?
 - <https://app.smartsheet.com/b/form/9626e50ef90849638f6bd14f0d85f465>

VIII. Workforce Open Discussion

- Transportation Summit will host a networking session for subs to talk with primes, not just DBE's. Open to all subs.
- Preconstruction Workshop hosts a career fair targeting high school and college students.
- Future Cities is another great avenue for impacting the future generation of transportation professionals.

IX. Division Comments and Open Discussion (Matt Jones)

- Divisions often receive invoices dated much earlier than submission. PEFs are asked to submit invoices promptly after dating to avoid additional documentation requirements.

X. Industry Comments and Open Discussion (Industry Reps)

- Kevin Alford, Ben Crawford, Jennifer Farino, and Steve Smallwood are all rotating off. New members include Julie Flesch-Pate, Brian Elam, Clint Morgan, Kelly Hayes

Next Meeting –Thursday, November 6, 2025 at 1:30pm