



Twin Tunnels Project Leadership Team
Package 3 Construction Phase Meeting
Idaho Springs City Hall
January 28, 2015
1:30-3:30 PM

PLT Membership

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|---------------------------|---------------------------------|
| 1. Melinda Urban/FHWA | 5. Michael Doyle/CDOT |
| 2. Benjamin Acimovic/CDOT | 6. Emily Wilfong/CDOT |
| 3. David Singer/CDOT | 7. Tim Mauck/Clear Creek County |
| 4. Neil Ogden/CDOT | 8. Mike Hillman/Idaho Springs |

Contractor/Consultant Support

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| 9. Matt Aguirre/Atkins | 12. Jason Longsdorf/Parsons Brinckerhoff |
| 10. Matt Hogan/KOJV | 13. Kevin Shanks/THK Assoc. |
| 11. Brandon Simao/KOJV | |

AGENDA

1. Process review (15 minutes)
 - See PLT responsibilities on back (Longsdorf)
 - Communication process during construction of Package 3? (Longsdorf/PLT)
2. General 2015 and 2016 Corridor Project Updates (5 minutes) (Acimovic)
3. Twin Tunnels (15 minutes)
 - Work remaining in WB package 1 (Hogan)
 - Veterans' Coalition proposal to add lettering to portal complex (Hogan)
 - Observations from Westbound construction and operations (PLT)
 - Status and tone of public outreach and feedback (Wilfong)
4. Remaining Frontage Road /Trailhead restoration and IGA commitments (45 minutes)
 - Package 3 – Work schedule for 2015 (Shanks and Doyle)
 - January – February: Mass grading of detour, haul road and trailhead area
 - March – October: Trailhead, creek and riparian area improvements and CR 314 rock veneer construction
 - IGA commitments
 - #7 Inspect the Lancaster Bridge after construction
 - #9 Inspect the dog house rail bridge after construction

- #10 Re-core & evaluate CR314 pavement after detour to ensure that road is "serviceable"
- #11 Inspect and ensure that drainage structures are clean and in good operating condition
- #12 Decommission the detour per plans
- #13 Remove transition pavement
- #17 Invite CCC rep to final walk through
- #19 For 5 years, CDOT will "take the lead" on any latent defects discovered after project acceptance.

Project Leadership Team Roles and Responsibilities:

The PLT's primary roles are to:

Lead the Project: The PLT will be established and will lead the project throughout the Life Cycle Phases of the project using the 6-Step Process.

The PLT will identify all relevant materials for the project – such as the I-70 Mountain Corridor CSS Guidance, I-70 Mountain Corridor Programmatic Environmental Impact Statement Record of Decision, Twin Tunnels EA and FONSI, Frontage Road Categorical Exclusion, Clear Creek Greenway Master Plan, and other environmental documents and local plans. The PLT will discuss and establish project goals and identify the actions and decisions needed to reach those goals. The PLT will also determine the teams that are needed to reach the project goals and will identify the members needed for each team.

Along with the Project Staff and, the PLT will assist in staffing the other teams needed for the project.

Champion CSS: The PLT will ensure that the CSS Guidance, the Context Statement, the Core Values, and the 6-Step Process are integrated into the project. **The PLT will identify CSS checkpoints as events in the project timeline upon completion of a formal review for consistency with CSS.**

The PLT will have primary responsibility for ensuring that *Step 1: Define Desired Outcomes and Actions* and *Step 2: Endorse the Process* are accomplished with *all project stakeholders*.

Enable Decision Making: **The PLT will approve the Project Work Plan for its project and keep the project on track according to the work plan.**

When policy issues arise that cannot be resolved within the project teams, the PLT will identify and implement the steps needed to resolve the issue and make a decision. The PLT is not empowered to make policy decisions. Instead, it is responsible for identifying who must be involved in making the decision, bringing the decision makers together, and proposing solutions or approaches to move the project forward.

The PLT will facilitate formal actions required by councils, boards, and/or commissions to keep the project moving forward. These are anticipated to be Clear Creek County Commissioners, Idaho Springs City Council, and the Transportation Commission. The PLT will also be informed on the status of local elected officials.