

Meet CFL
Staff
(Functional
Managers
and Team
Leads)

Design - Heidi Hirsbrunner, Erin
Jessee, and Kelly Keele

Environment/Permits – Lisa
Hemesath/Greg Bergquist (Acting)

ROW and Utilities – Bob Bell

Survey – Bob Bell

Meet CFL
Staff
(Functional
Managers
and Team
Leads)

Geotech – James Arthurs
(Acting)

Hydraulics – Luis Calderon

Bridge – Karl Eikermann

Pavement & Materials – Mike
Voth

Safety – Christine Black

Quality Discussion Topics

- AE Oversight Guidelines
- Planning for Quality
- Website Resources
- Bluebeam Update

A/E Oversight Guidelines

A/E is
Engineer of
Record

A/E is
Accountable
For Delivery

CFL Provides
Independent
Assurance

Goal is
Appropriate
Oversight

Strategic
Engagement

Why Do We Plan for Quality?



How Do We Ensure Quality is Met?



A/E's have QA/QC plans and processes in place



QA/QC is performed on every project and every deliverable

This includes subcontractor's deliverables CFL performs Independent Assurance

What is the appropriate level of QA/QC?



Discuss and identify up front



May vary from project to project



Communicate



Quality Assurance Audits

Factors That Impact Quality

- Condensed schedule
- Late changes/comments
- Timely coordination/communication
- Well-defined SOW and early buy-in



FLH (CFL) Website

- What's available?
- Expectations

[Technical Resources | FHWA \(dot.gov\)](#)

What's on the website?

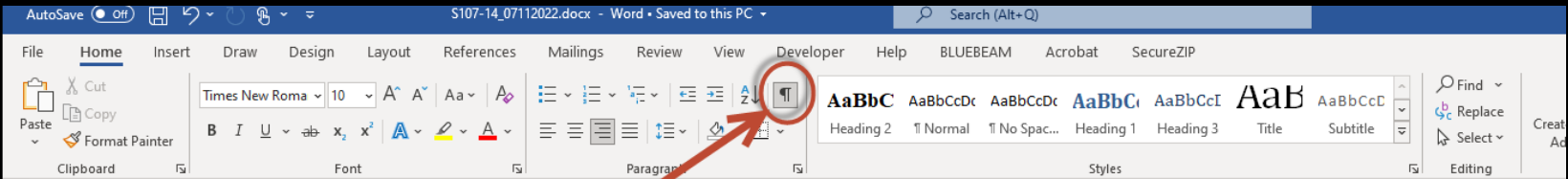
- Template Documents (links)
 - [Design Tech Memo](#)
 - [Trip Report](#)
 - [Highway Design Standards Form](#)
 - [PE Notebook Checklist](#)
 - [PS&E Ad Checklist](#)
 - [Project Delivery Plan Document Examples and Templates](#)
 - [Template SOW](#)

What's on the website?

- [Sample Plans](#) and [Template Drawings](#)
- [ORD workspace files](#)
- [FLH Standard Dwgs](#)
- [CFLHD Details](#)
- [Templates for Specials](#)
- [Spec Writers Guide](#)
- [SCR LOS](#)

SCR's

- Always pull latest
- Beware when cut and pasted from a DOT or another project
- Translating environmental commitments to SCR's and plans
- Use Designer Notes



Click this button in Word to see the Designer Notes

of the source if noxious weeds or seeds thereof are found to be present.¶
Add the following:¶
(5) Any required Certifications.¶

These are the Designer Notes

Add any project specific environmental commitments due to legal requirements (additional permits not already mentioned, safety and health restrictions, trial ordinances, monitors, animal/bird surveys, etc).¶
DO-NOT duplicate information in multiple sections. ¶

Examples for this section:¶
Provide a qualified archeological monitor during excavation activities between Stations 787+00 and 810+00. See Subsection 623.04A for qualification requirements.¶
Do not remove, injure, or destroy trees or other plants without prior approval of the CO.¶
Clear all trees between September 15 and March 1 to avoid nesting bird season.¶
Construct riprap revetment during low flow periods of 200 cfs as measured at gauge 12345. Current stream gauge data is available at [\[website link\]](#)¶
Notify the CO at least 14 days prior to working in archeological sensitive areas. Do not remove material in these areas without the approval of the CO in consultation with Park¶

Add the following:¶

Bluebeam Update

- Revu 20
- Internal and AE Guidelines

CENTRAL FEDERAL LANDS HIGHWAY DIVISION
UPDATED FEBRUARY 13, 2023
A/E Bluebeam Guidelines

DOCUMENT PURPOSE
These guidelines provide guidance to CFLHD Project Support Teams (PST), and the Architect/Engineering Firms (A/E's) on how to effectively and efficiently utilize Bluebeam to perform reviews. The reviews covered by these guidelines include: design development, construction development, and final design.

CFLHD Bluebeam Quality Control Process Overview (Internally Delivered Projects):

```
graph LR; Submit[Submit] --> Review[Review]; Review --> Dispositions[Initial/Final Dispositions]; Dispositions --> Incorporate[Incorporate]; Incorporate --> Verify[Verify];
```

Submit

- Who: Design
- What: Submit PDF Deliverables
- When: At end of Design Activity, when ready for submittal

Review

- Who: Checker (CFT/Partner)
- What: Use Bluebeam Review Markup Tools (Partners may use PDF comment tools)
- When: During Review Activity (DHPRI)

Initial/Final Dispositions

- Who: Design
- What: Use status to indicate initial disposition. Comments will be color-coded based on initial disposition. May add text in response column as well.
- Red - Reject or Discuss at meeting
- Green - Accept
- When: After comments are due, prior to review meeting

Incorporate

- Who: Design
- What: Use status again to indicate that comments have been incorporated. Comments will be color coded to indicate incorporation (blue).
- When: During subsequent Design Activity

Verify

- Who: Checker (CFT Members)
- What: Provide Check in "Verify" Column in Bluebeam to verify that comment was addressed.
- When: During subsequent Review Activity

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Questions?