

Greenbook Committee of Public Works Standards, Inc.

Editorial Standards Subcommittee

November 15, 2006
Meeting Minutes

Location: Engineering Contractors' Association
8310 Florence Avenue
Downey, CA 90240

Agenda:

- I. Call to Order/Attendance:** The meeting was called to order at 11:10 a.m.
Those in attendance were as follows:

1. Erik Updyke Los Angeles County DPW (626)458-4914
2. Jerry Ellison City of LA Bureau of Eng. (213)485-5310
3. Mohsen Maali City of San Diego (619)533-3167
4. Patrick Lee City of L.A. Bureau of Eng. (213)485-5311
5. Mike Kimberlain ADS/Hancor/PPI

- II. Approval of Minutes of Previous Meeting:** *The minutes of the October 18, 2006 meeting were approved as written.*

III. Old Business:

1. Editing the Greenbook.

Not discussed. Mohsen gave Erik his written comments on the edited Part 1.

2. Specification writing textbooks.

Not discussed..

3. Abbreviations.

Not discussed.

4. Editorial Guidelines Update.

Not discussed.

5. Change Procedures.

Not discussed.

6. Sole-Source Products Policy

Not discussed.

7. Change No. 124NU.

Not discussed.

8. Change No. 118NU.

Jerry distributed the most recent version of this change. Mike gave Jerry his recommended revisions to the formula for incorporation. The only other revisions discussed were minor in nature. The change was approved based on these revisions. Jerry will incorporate the comments made today and bring an updated version to the meeting next month. This change will be submitted to the Greenbook Committee with 149NU and 150NU.

9. Change No. 144NU.

This change was not discussed and should not have been on the agenda. This change was approved at the September 20, 2006 meeting and is currently before the Greenbook Committee for action.

10. Change No. 149NU.

Jerry distributed the most recent version of this change. The title of subsection 306-1.2.10 was discussed and revised to "Installation of Elastomeric Gasket Joints." Deflection criteria for acceptance and use of a mandrel was discussed extensively. After discussion, it was decided to focus on the wording of the first paragraph of 306-1.2.12. Jerry will incorporate the revisions made today and bring a revised version to the next meeting.

11. Change No. 150NU.

Jerry distributed the most recent version of this change. This change was discussed extensively. The last two paragraphs were removed as they pertain to inspection which is addressed in the previous subsection. The description of the bedding zone was also extensively reworded. Mike proposed and the subcommittee accepted rewording of the paragraphs pertaining to bedding material to more directly specify the type of bedding material required for each type of plastic pipe. Jerry will incorporate the revisions made today and bring a revised version to the next meeting.

IV. New Business:

1. Change No 173NS.

This change was briefly discussed and approved. This change was intended to serve as the paper trail for the removal of 302-1, "Oiled Roadways". In the 2007 Supplement, 302-1 is "Cold Milling of Existing Pavement."

V. Other:

Editorial notes based on discussion:

- *Do not start sentences with "all."*
- *Do not repeat the subject of a subsection throughout the subsection. The subject is understood.*
- *Numbers are figures only, except when they begin a sentence. At the beginning of a sentence, the word shall be followed by the figure in parenthesis.*

VI. Next Meeting: December 13, 2006

VII. Adjournment: 12:17 p.m.