

Greenbook Committee of Public Works Standards, Inc.

Editorial Standards Subcommittee

April 16, 2008
Minutes

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

I. Call to Order/Attendance: The meeting was called to order at 11:27 a.m. Those in attendance were as follows:

1. Jerry Ellison	Professional Consultant	jrellison07@yahoo.com
2. Jolene Guerrero	County of L.A.	jguerrer@dpw.lacounty.gov
3. Mohsen Maali	City of San Diego	mmaali@sandiego.gov
4. Nelson Nelson	City of Chino	nnelson@cityofchino.org
5. Erik Updyke	County of L.A.	eupdyke@dpw.lacounty.gov
6. Vin Wilhelm	BNi	vinwilhelm@binbooks.com

II. Approval of Minutes of Previous Meeting: *The minutes of the March 19, 2008 were approved as written.*

III. Old Business:

1. Editing the Greenbook.

Erik requested comments by the end of April.

2. Specification writing textbooks.

Chapter 16, "Construction Specifications", of the Colorado DOT publication entitled "Design Standards" was discussed as being a good reference.

3. Abbreviations.

Nelson emailed Erik the results of an abbreviation search. Not all abbreviations were searched. Erik will update the revised Part 1 and email the pages on abbreviations to the subcommittee. Jerry stated and it was agreed that the Standard Plans should have its own listing of abbreviations used in that document.

4. Editorial Guidelines Update.

Erik is still accepting comments.

5. Change Procedures.

No discussion.

6. Sole-Source Products Policy.

Erik stated he will be appointing a task force at tomorrow's Committee meeting to address this issue.

7. Change No. 179NS.

Jerry will email Erik a copy. Payment clauses were briefly discussed. Nelson and Mohsen also need copies.

8. Change No. 184NS.

The structure of the subsection being modified(201-1) was discussed. Revisions to the structure will be addressed in a future change. Jerry will modify the proposed change to include a heading for "mix design." The semantics of the "Special Exposure" subsection were also discussed.

9. Change No. 182S.

Not discussed.

10. Change No. 165NS.

This change was discussed briefly. The meaning and intent of the phrase "wrinkles that lap" was discussed. The procedures will be revised to be in the format of a list. Erik gave Jerry his comments. Erik stated some of his comments are related to current practice such as placing a chip seal over pavement fabric. Jerry may discuss some of these comments with the NMS Subcommittee.

11. Change No. 191NS.

This change was briefly discussed. Erik stated he will limit his participation to only facilitating discussion of this change. Other members will analyze and determine the Subcommittee's comments, if any.

IV. New Business:

1. Change No. 52NU.

This change was briefly discussed. Payment clauses were discussed.

V. Other: *None.*

VI. Next Meeting: *May 15, 2008.*

VII. Adjournment: *12:45 p.m.*