

**Greenbook Committee of Public Works Standards, Inc.**  
**Editorial Standards Subcommittee**  
**January 20, 2016**  
**Minutes**

**Location:** via GoToMeeting, <https://global.gotomeeting.com/join/200349149>

**I. Call to Order/Attendance:** *The meeting was called to order at 11:07 a.m. Those in attendance were as follows:*

- |                      |                   |  |
|----------------------|-------------------|--|
| 1. Erik Updyke*      | L.A. County DPW   | <a href="mailto:eupdyke@dpw.lacounty.gov">eupdyke@dpw.lacounty.gov</a>                     |
| 2. Catherine Dungca* | City of San Deigo | <a href="mailto:cdungca@sandiego.gov">cdungca@sandiego.gov</a>                             |
| 3. Dan Phelps*       | Gill & Baldwin    | <a href="mailto:danphelps@socalconstructionlaw.com">danphelps@socalconstructionlaw.com</a> |
| 4. David Yanez*      | MWD               | <a href="mailto:dyanez@mwdh2o.com">dyanez@mwdh2o.com</a>                                   |
- \*via Go To Meeting

**II. Approval of Minutes of Previous Meeting:** *Minutes of the October 14 meeting were approved as written.*

**III. Old Business:** *Erik gave a background and history on each of the following:*

1. Style Guide-Update

- *The Style Guide is a document that specifies the structure, format and semantics of the Greenbook content.*
- *Changes submitted must conform to the Style Guide.*
- *Mohsen Maali from the City of San Diego was the major proponent and author.*

2. Special Provisions Guide-Update

- *The Special Provisions Guide is intended to be an accompaniment to the Greenbook used by spec writers when preparing special provisions.*

3. ESS Review Checklist

- *This was intended to be a checklist to be filled out prior to submission of a proposed revision to ensure compliance with the Style Guide.*
- *Dennis Phinney was the proponent but has not been available recently.*

4. Change No. 248S

- *This change was based on a request Erik made to the Specifications Subcommittee to compare measurement and payment in the Greenbook to Caltrans.*
- *This change has been at Editorial for a long time and Erik now proposes it be incorporated into the Part 1 revisions/update Specs is working on currently.*

## 5. Part 4

- *Erik proposes moving Sections 214 and 314 into a new Part 4 specifically for traffic striping and pavement markings*
- *Erik stated this would provide a structure similar to Caltrans and that this operation wasn't a good fit for the current Part 2/Part 3 structure.*
- *Erik also mentioned that this structure would facilitate forming a Traffic Ad Hoc subcommittee focused on Parts 4, 6, and 7.*

## IV. New Business:

### 1. Part 1 Update/Restructuring.

- *Dan discussed the Specifications Subcommittee meeting held last week and progress to date.*
- *Erik discussed the restructuring of the various parts to correlate to the Caltrans Standard Specifications for easier comparison.*
- *Erik showed a link to the Maricopa Association of Governments standard specifications used in the Phoenix area. The structure and titles of the general conditions is very similar to Caltrans and closely follows the AASHTO format.*

**V. Other:** *There was a general discussion of the basis of the self-performance requirements in transportation where the prime contractor performs most of the work and why they weren't appropriate for building projects where the prime doesn't. Using Part 1 of the Greenbook with modifications for building projects was discussed. Contractor license classifications and limits on work which a specialty contractor can subcontract were also discussed.*

**VI. Next Meeting:** *February 17 at 11:00 a.m. via GoToMeeting.*

**VII. Adjournment:** *11:45 a.m.*