District Utility Program Meeting

District 2
August 4, 2021
WELCOME & INTRODUCTIONS

Tell us your name, organization, role and favorite cake flavor
MEETING CONTEXT & BACKGROUND
AGENDA

• Provide brief NDOT utility coordination program update
• Present Fiscal Year 2022 Construction Projects
• Tentatively discuss Fiscal Year 2023 Construction Projects
• Wrap up
NDOT UTILITY COORDINATION PROGRAM

Progress & Updates
CURRENT UTILITY INITIATIVES

Accommodation Policy
Public Outreach
Utility Sheets
Performance Measures
ACCOMMODATION POLICY

• Reorganized and expanded coverage of accommodation and permitting
• Updated requirements for pipelines and other facilities
• New topics covered include maintenance, abandonments, and reimbursements
• New facilities covered include wireless communication
• Draft policy to be reviewed by NDOT in late 2021
ACCOMMODATION POLICY

Question –

• What’s one thing NOT covered in the current policy that you would like to see covered in the updated policy?
IMPROVEMENTS TO UTILITY COORDINATION & COMMUNICATION

• Began with updating the accommodation policy and processes
• LB 339 was introduced
• NDOT is developing several strategies to improve utility engagement and process
STRATEGIES IMPROVE:

• Communication during planning and construction
• Targeted utility data collection with better plan presentation
• Construction schedule coordination
OUR PROCESS

• Internal NDOT workshops – brainstorm improvement ideas
• Truth testing improvement strategies with:
  • AGC Nebraska and representative contractors
  • Utility companies
OUR STRATEGIES AT A GLANCE

• Improved program communications
• Detailed utility plan sheets
• New utility questionnaire during design phase to note likely conflicts
• Targeted utility locates for selected locations during design
• And more!
IN-PROGRESS INITIATIVES

- Contractor Working Group
- District Utility Program Meetings
- NDOT Utility Website
2022 CONSTRUCTION PROJECTS
DISTRICT 2 2022
CONSTRUCTION PROJECTS
IN SNYDER AND EAST

CN22455; STP-91-6(113)

Schedule

• Blue Lines completed
• Right-of-Way Complete
  • 28 Tracts
• Letting Date (7/22/2021)
• Const. Start (4/1/2022)
• R.P. 188.90 – R.P. 193.02
IN SNYDER AND EAST

Scope of Work

• Milling and resurfacing with asphalt in the urban area; 0.5” grade raise at the curb.
• Milling and resurfacing with asphalt in the rural area; 4” grade raise.
• Structure S091 19072 will have an overlay with membrane, 2” grade raise; expansion joint replacement; buttress remodel; one abutment preservation/encasement.
• Culverts will be extended and headwalls replaced with flared end sections.
• Remove and replace guardrail including surfacing under guardrail.
• Existing drives and intersections will be resurfaced or rock/gravel will be placed to match the new pavement.
• Grading beyond the hinge point will be required.
IN SNYDER AND EAST

Project Manager – Not Assigned

- Project will be constructed under traffic with lane closures controlled by appropriate traffic control devices and practices. Temporary surfacing may be required at intersection locations to accommodate phased construction.
- Access to adjacent properties will be maintained during construction but may be limited at times due to phased construction.
- Google Earth KMZ available upon request
IN SNYDER AND EAST

<table>
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<tr>
<th>Utility Companies Identified</th>
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<tr>
<td>Cuming County Public Power District</td>
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<tr>
<td>Midstates Data Transport</td>
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<td>Skywave Wireless</td>
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<tr>
<td>Great Plains Communications</td>
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<td>Village of Snyder</td>
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- Construction plans are available upon request
I-680 / US-6 BRIDGES, OMAHA

CN22593; NH-680-9(33)

Schedule

- Blue Lines completed
- Right-of-Way Complete
- Letting Date (7/22/2021)
- Const. Start (5/1/2022)
- R.P. 2.89
I-680 / US-6 BRIDGES

Scope of Work

• Bridge preservation on 12 structures. Work to include deck repairs, expansion joints, sealing concrete rails, membrane and overlay with a 3” grade raise.
• No grading beyond the hinge point
• Pavement repairs using precast panels
I-680 / US-6 BRIDGES

Project Manager – Mohammad Assadi

• This project will be constructed under traffic with lane closures controlled with approved temporary traffic control during off-peak nighttime hours with all lanes open to traffic during daytime hours.

• Access to adjacent properties will be maintained during construction but may be limited at times due to phased construction

• Google Earth KMZ available upon request
### Utility Companies Identified

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<tr>
<th>Company</th>
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<tr>
<td>City of Omaha</td>
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<td>Verizon Business (MCI)</td>
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- Construction plans are available upon request
US-6 AT HARRISON ST.

CN22616; NH-6-7(183)

Schedule
- Blue Lines completed
- Right-of-Way Complete
- Letting Date (7/22/2021)
- Const. Start (10/1/2022)
- R.P. 2.89
US-6 AT HARRISON ST.

Scope of Work
• Project consists of adding a right turn lane in the NB direction
• Relocation of light poles will be required
• Grading will be required for the entire length of the project

Project Manager – Derek Torczon
• Project will be constructed under traffic with lane closures controlled by appropriate traffic control devices and practices.
• Google Earth KMZ available upon request
**US-6 AT HARRISON ST.**

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<td>United Private Networks</td>
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- Construction plans are available upon request
N-370 / 150th ST.

CN22699; ELEC-370-7(1033)

Schedule
- Blue Lines completed
- Right-of-Way In Progress
  - 1 Tract
- Letting Date (7/22/21)
- Const. Start (Not Established)
- R.P. 4.55 – R.P. 4.80
N-370 / 150TH ST.

Scope of Work

- Removing pavement on N-370 as needed and widening to add an EB right turn lane at 150th St. intersection
- Installing an EB traffic signal at the intersection (Other signals are in place)
- Reconstruct 150th St. from N-370 south to Shepard St. on a new alignment.
- 150th St. will have two lanes in each direction separated by a 4’ raised median when completed
- Grading beyond the hinge point will be required
- Existing median inlets will be extended within ROW
- Street lighting may be removed and reset or replaced
N-370 / 150TH ST.

Project Manager – Rick Fisher

- Project will be constructed under traffic with lane closures controlled by appropriate traffic control devices and practices. Temporary surfacing may be required at intersection locations to accommodate phased construction.
- Access to adjacent properties will be maintained during construction but may be limited at times due to phased construction
- Google Earth KMZ available upon request
**N-370 / 150TH ST.**

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<td>Unite Private Networks</td>
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- Construction plans are available upon request
DEWEY – 20TH ST., OMAHA

CN22708; NH-480-9(6)

Schedule
• Blue Lines completed
• Right-of-Way Complete
• Letting Date (7/22/2021)
• Const. Start (10/11/2022)
• R.P. 2.07 – R.P. 2.91
DEWEY – 20TH ST., OMAHA

Scope of Work
• Joint sealing the existing concrete pavement
• Project includes 0.94 miles of US-75 in both direction, all ramps of the I-480/US-75 interchange and the NB off ramp and SB on ramp of the US-75/Hamilton St. interchange

Project Manager – Rich Zelensky
• Project will be constructed under traffic with lane closures controlled by appropriate traffic control devices and practices.
• Work will be performed at night with phased construction
**DEWEY – 20TH ST., OMAHA**

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<td>Verizon Business (MCI)</td>
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• Construction plans are available upon request
13th St. – Iowa Line in Omaha

CN22724; NH-80-9(109)

Schedule
- Blue Lines Complete
- Right-of-Way Complete
- Letting Date (7/22/2021)
- Const. Start (5/1/2022)
- R.P. 454.30 – R.P. 455.03
13th St. – Iowa Line in Omaha

Scope of Work
- Project consists of joint and crack sealing

Project Manager – Rick Fisher
- This project must be constructed at night, with lane closures after PM peak hour traffic and opening before AM peak hour traffic.
**13th St. – Iowa Line in Omaha**

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<td>Northern Natural Gas</td>
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- Construction plans are available upon request
US-30 / INDUSTRIAL DRIVE, BLAIR

CN22783; NH-30-7(121)

Schedule
• Blue Lines Complete
• Right-of-Way Complete
• Letting Date (7/22/2021)
• Const. Start (10/1/2021)
• R.P. 449.88
US-30 / INDUSTRIAL DRIVE, BLAIR

Scope of Work
• Geometric improvements at the intersection
• Installation of traffic signals
• Advance beacons and pavement sensors

Project Manager – Mohammed Farivari
• The work on Industrial Park Drive will not be constructed under traffic. A detour will be provided using local roads and work will not be required on the designated detour route.
• Access to adjacent properties will be maintained during construction but may be limited at times due to phasing requirements.
• Google Earth KMZ available upon request
**US-30 / INDUSTRIAL DRIVE, BLAIR**

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<td>Great Plains Communications</td>
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<td>City of Blair</td>
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- Construction plans are available upon request
DODGE EXPRESSWAY BRIDGE DRAINAGE

CN22818; MISC-6-7(1063)

Schedule
• Blue Lines Complete
• Right-of-Way Complete
• Letting Date (7/22/2021)
• Const. Start (11/1/2021)
• R.P. 364.47
DODGE EXPRESSWAY BRIDGE DRAINAGE

Scope of Work
• Removing the existing and installing new floor drains on Structure S006 36428A at Pier 30E and S006 36428B at Pier 35W

Project Manager – Mohammad Assadi
• This project will be constructed under traffic with lane closures controlled by appropriate traffic control devices and practices
• Night work may be required for temporary lane closures and to temporarily close frontage roads.
• Access to adjacent properties will be maintained during construction but may be limited at times due to phasing requirements.
• Google Earth KMZ available upon request
## DODGE EXPRESSWAY BRIDGE DRAINAGE

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<td>Verizon Business (MCI)</td>
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<td>Metropolitan Utilities District</td>
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<td>Lumen (CenturyLink)</td>
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- Construction plans available upon request
NORTH BEND – FREMONT

CN20626; S-30-6(1044)

Schedule
- Blue Lines Complete
- Right-of-Way Complete
  - 42 Tracts
- Letting Date (8/26/2021)
- Const. Start (10/1/2021)
- R.P. 414.94 – R.P. 425.60
Scope of Work

• Project consists of constructing the concrete pavement for the new four-lane divided expressway connecting the existing US-30 to the East with the new US-30 to the West.
• Grading and culverts for the project will be completed under a separate project (CN20626A)
• Construction of new structures
• Guardrail and surfacing under guardrail will be constructed at bridge locations
• Existing surfaced driveways and intersections will be resurfaced. Non-surfaced will have rock or gravel placed to match new asphalt.
• Intersecting county roads will require new horizontal and vertical alignment to match into the four-lane divided expressway.
• Lighting will be required
NORTH BEND – FREMONT

Project Manager – Micky Jacobs

- This project will be constructed on new alignment and will only impact existing US-30 traffic at the east end of the project. US-30 traffic at this location will be maintained with lane closures and temporary surfacing controlled with approved temporary traffic control. Intersecting county roads will be closed during construction and local traffic will be detoured to adjacent county roads with approved temporary traffic control.
- Access to adjacent properties will be maintained during construction but may be limited at times due to phasing requirements.
- Several crossovers will be built for traffic phasing.
- Google Earth KMZ available upon request
NORTH BEND – FREMONT

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<td>Northern Natural Gas</td>
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<td>Great Plains Communications</td>
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<td>City of Fremont</td>
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- Construction plans are available upon request
FREMONT NORTHEAST BYPASS

CN22688; NH-30-6(138)

Schedule

- Blue Lines Complete
- Right-of-Way Complete
- Letting Date (8/26/2021)
- Const. Start (6/6/2022)
- R.P. 426.09 – R.P. 428.34
FREMONT NORTHEAST BYPASS

Scope of Work
- Milling and resurfacing the roadway and surfaced shoulders; no grade raise
- Bridge repairs; asphalt overlay and membrane and buttress remodel on S030 42623L&R and S030 42628L&R
- Structure S030 42623R will also require approach replacement, abutment remodel, and cleaning/painting bearings
- Removing and replacing guardrail including surfacing under guardrail

Project Manager – Zahi Khalaf
- Project will be constructed under traffic with lane closures accommodated by putting traffic head-to-head utilizing approved temporary traffic control.
- The Construction Contract with any Special Provisions will be available for review mid to late August 2021 upon project advertisement for letting.
FREMONT NORTHEAST BYPASS

Final Plans will be available mid to late August 2021 upon project advertisement for letting

Needs
- Multiple utilities are present within the project limits, however, no utility impacts are anticipated with the project scope of work
- Coordination with the utility companies may be required, but unlikely
- Utility coordination will be finalized during the construction kick-off meeting if necessary

Utility Companies Identified

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<td>Cox Communications</td>
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<td>Omaha Public Power District</td>
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<td>City of Fremont</td>
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<td>Great Plains Communications</td>
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<td>Metropolitan Utilities District</td>
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NEBRASKA
Good Life. Great Journey.
PLATTSMOUTH – BELLEVUE BRIDGES

CN22731; NH-34-7(132)

Schedule

• Blue lines in progress
• Right-of-Way Complete
• Letting Date (8/26/2021)
• Const. Start (5/1/2022)
• R.P. 382.10 – 385.90
Scope of Work
• Project consists of bridge repairs on eleven structures; membrane with asphalt overlay (3” grade raise), replace expansion joints. Two structures will have pile preservation and one will have zone girder painting and cleaning abutment bearings.
• Bridge inlets and flumes will be added at some locations
• Flowable fill will be added behind guardrail at one structure to alleviate an erosion issue

Project Manager – Mike Fox
• This project will be constructed under traffic with nighttime construction and lane closures controlled by appropriate traffic control devices and practices.
• Google Earth KMZ available upon request
PLATTSMOUTH – BELLEVUE BRIDGES

Utility Companies Identified

- Omaha Public Power District
- Northern Natural Gas
- Lumen (CenturyLink)
- Cox Communications
- Windstream Communications
- Zayo Communications
- NebraskaLink

• Construction plans are available upon request
W BR PAPILLION CREEK BRIDGE, OMAHA

CN 22578A; NH-275-7(203)

Schedule
- Blue Lines in Progress
- Right-of-Way Complete
- Letting Date (8/26/2021)
- Const. Start (5/1/2022)
- R.P. 177.36 – R.P. 177.65
W BR PAPILLION CREEK BRIDGE, OMAHA

Scope of Work

• Milling and resurfacing the roadway and surfaced shoulders
• Bridge repairs, expansion joint replacement, approaches removed and reconstructed with a grade beam on piling, abutment repair, rails and median sealing
• Existing curb and inlets adjacent to the bridge will be removed and new curb and inlets will be built behind the guardrail
• New curb and gutter will be built along the WB lanes approximately 650’ West of the existing bridge. Two new inlets will be constructed as well, tied into the existing system along the North side of the bridge
• Guardrail and surfacing under guardrail will be constructed
• Sidewalk and light poles will be removed and replaced along the westbound lanes
W BR PAPILLION CREEK BRIDGE, OMAHA

Project Manager – Terry Wilson

• This project will be constructed under traffic with lane closures controlled by appropriate traffic control devices and practices.
• Access to adjacent properties will be maintained during construction but may be limited at times due to phasing requirements.
W BR PAPILLION CREEK BRIDGE, OMAHA

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<td>Zayo Communications</td>
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<td>Cox Communications</td>
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• Construction plans are available upon request
MURRAY – PLATTSMOUTH

CN21209; NH-75-2(128)

Schedule
- Project has been let
- Right-of-Way Complete
  - 54 Tracts
- Letting Date (11/19/2020)
- Const. Start (7/1/2021)
- R.P. 373.33 – 380.16
MURRAY – PLATTSMOUTH

Scope of Work

• Replacing the existing two lane or four lane roadway with a four-lane divided expressway with a 22’ raised median, 3’ inside and 8’ outside surfaced shoulder.
• Grading beyond the hinge point will be required
• Structure at S075 07234 over the UPRR will be replace with a single four lane structure
• Several access changes were made on the project
• Remove and replace guardrail including surfacing under guardrail
• Existing drives and intersections will be resurfaced or rock/gravel will be placed to match the new pavement
• Street lighting will be built and updated
MURRAY – PLATTSMOUTH

Project Manager – Mike Fox

• Project will be constructed under traffic with lane closures controlled by appropriate traffic control devices and practices. Temporary surfacing may be required at intersection locations to accommodate phased construction.

• Access to adjacent properties will be maintained during construction but may be limited at times due to phased construction

• Special Provisions?

• Google Earth KMZ is available but only shows pins at each location
**MURRAY – PLATTSMOUTH**

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<td>Cass County Rural Water District No. 1</td>
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<td>Black Hills Energy</td>
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<td>ONEOK NGL Pipeline, LLC</td>
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- Construction plans are available upon request
SCRIBNER NORTH & SOUTH

CN32302A; S-275-6(1053)

RP. 128.69 - 133.65

Schedule

• Letting Date (9/30/21)
• Const. Start (Nov 2022)
**Scope of Work**
- New alignment to the west of Scribner
- Grading
- Levee
- Concrete and asphalt pavement
- Culverts
- Bridges and CBCs
- Water Main
- Lighting
- Guardrail

*Construction PM: Rick Fisher*
SCRIBNER NORTH & SOUTH

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<td>Lumen (CenturyLink)</td>
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- Construction plans are available upon request
2022 CONSTRUCTION PROJECTS

Questions?
2023 CONSTRUCTION PROJECTS
N-370 - OMAHA

CN 22602; NH-STP-HSIP-50-2(135)

Schedule

- Plans are in Progress
- Right-of-Way Completed
- Letting Date (8/25/2022)
- Const. Start (5/1/2023)
- R.P. 86.41 – R.P. 91.86
N-370 - OMAHA

Scope of Work

• From R.P. 86.41 to R.P. 87.90 and from R.P. 91.30 to R.P. 91.86; concrete pavement repairs as needed, seal joints and cracks, and apply penetrating concrete sealer

• From R.P. 87.90 to R.P. 91.30; mill and resurface mainline and turn lanes

• New turn lanes at Harrison St. will have 9” concrete pavement on foundation course and an additional 3” of Asphallic concrete Type SLX

• Work at Harrison St. will also include pavement removal and construction, culvert removal and construction, sidewalk removal and construction, traffic signal removal and replacement, and grading.

• Guardrail will be removed and replaced including surfacing under guardrail

• Bridge work consists of deck repairs, asphalt overlay with membrane (2” or 3” grade raise), curb angle, replace expansion joints, remodel buttresses, and abutment repair
N-370 - OMAHA

Project Manager – None Assigned

• Project constructed under traffic with lane closures controlled by appropriate traffic control devices and practices.
• Crossover will be utilized for the bridge work over the Chalco Drainageway and UPRR
• Google Earth KMZ is available upon request
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<td>Black Hills Energy</td>
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• Construction plans are available upon request
ELKHORN RIVER EAST

CN22656  NH-64-7(124)

Schedule

• Plans are in Progress
• Right-of-Way Completed
• Letting Date (8/25/2022)
• Const. Start (5/1/2023)
• R.P. 86.41 – R.P. 91.86
ELKHORN RIVER EAST

Scope of Work

• Existing pavement on the mainline and shoulders in the EB direction only will be removed and replaced with new concrete pavement, foundation course and prepared subgrade. The existing grade line will be perpetuated.
• Median crossovers will be constructed and will be surfaced with concrete pavement on a prepared subgrade.
• Temporary lighting will be installed at the median crossovers.
• Existing surfaced drives and intersections will be rebuilt
ELKHORN RIVER EAST

Project Manager – None Assigned

• Project will be constructed under traffic with lane closures accommodated by putting traffic head-to-head in the westbound lanes and utilizing median crossovers.

• Access to adjacent properties will be maintained during construction but may be limited at times due to phasing requirements.

• Google Earth KMZ is available upon request
# ELKHORN RIVER EAST

- Construction plans are available upon request

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## Utility Companies Not in Conflict

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IN FT. CALHOUN

CN22701   NH-75-3(124)

Schedule

- Project in Progress
- Right-of-Way in Progress
- Letting Date (11/3/2022)
- Const. Start (5/1/2023)
- R.P. 105.99 – R.P. 106.69
IN FT. CALHOUN

Scope of Work
• Concrete pavement repairs
• Milling and resurfacing the roadway and shoulders (where present)
• Curb inlet repairs
• Curb ramp installations
• Grading beyond the hinge point will be required at spot locations

Project Manager – None Assigned
• Project constructed under traffic with lane closures controlled by appropriate traffic control devices and practices.
• Access to adjacent properties will be maintained during construction but may be limited at times due to phasing requirements.
• Google Earth KMZ is available upon request
IN FT. CALHOUN

Utility Companies Identified

<table>
<thead>
<tr>
<th>Company</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lumen (CenturyLink)</td>
</tr>
<tr>
<td>Metropolitan Utilities District</td>
</tr>
<tr>
<td>Omaha Public Power District</td>
</tr>
<tr>
<td>City of Ft. Calhoun</td>
</tr>
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</table>

Utility Companies Not in Conflict

<table>
<thead>
<tr>
<th>Company</th>
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</thead>
<tbody>
<tr>
<td>American Broadband</td>
</tr>
</tbody>
</table>

• Construction plans are available upon request
WINSLOW NORTH BRIDGES

CN22762    NH-77-3(142)

Schedule

• Plans in Progress
• Right-of-Way in Progress
• Letting Date (8/25/2022)
• Const. Start (5/15/2023)
• R.P. 126.68 – R.P. 127.52
Scope of Work

- Bridge work on three structures; S077 12668, S077 12685, and S077 12752. Work consists of deck repairs, asphalt overlay with membrane (2” grade raise), 3” curb angle, replace expansion joints.
- Structure S077 12668 will also have pile jackets placed
- Structures S077 12752 will also have the approaches replaced and add grade beam on piles, abutment remodel, and zone painting.
- Guardrail will be removed and replaced or reset
WINSLow NOrTH BRIDGES

Project Manager – None Assigned

- Project constructed under traffic with lane closures controlled by appropriate traffic control devices and practices.
- Access to adjacent properties will be maintained during construction but may be limited at times due to phasing requirements.
- Google Earth KMZ is not available
## Utility Companies Identified

<table>
<thead>
<tr>
<th>Company Name</th>
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<tbody>
<tr>
<td>Omaha Public Power District</td>
</tr>
<tr>
<td>Hooper Telephone Cooperative</td>
</tr>
<tr>
<td>MCI Metro</td>
</tr>
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</table>
DODGE SOUTHWEST BRIDGE

CN22763  STP-91-6(115)

Schedule

• Plans in Progress
• Right-of-Way in Progress
• Letting Date (8/25/2022)
• Const. Start (8/14/2023)
• R.P. 126.68 – R.P. 127.52
DODGE SOUTHWEST BRIDGE

Scope of Work

• Bridge work at Structures S091 18294 and S091 18573. Work consists of deck repairs, membrane with asphalt overlay (3” grade raise), 4” curb angle, replace expansion joints.

• Guardrail will be removed and reset

Project Manager – None Assigned

• Project constructed under traffic with lane closures controlled by appropriate traffic control devices and practices.

• Access to adjacent properties will be maintained during construction but may be limited at times due to phasing requirements.

• Google Earth KMZ is available upon request
## Utility Companies Identified

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<tr>
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</tr>
<tr>
<td>Cuming County Public Power District</td>
</tr>
<tr>
<td>Skywave Wireless</td>
</tr>
</tbody>
</table>
N-66 CONNECTION IN LOUISVILLE

CN22795  STP-66-7(119)

Schedule

- Plans not started
- Right-of-Way has not begun
- Letting Date (8/25/2022)
- Const. Start (10/1/2022)
- R.P. 111.31 – R.P. 111.85
N-66 CONNECTION IN LOUISVILLE

Scope of Work

• Build a connection of N-66 between Main St. and Walnut St. including an at-grade crossing of the UPRR
• New structure over Mill Creek
• Build 10” concrete pavement from R.P. 111.65 to R.P. 111.80
• Concrete repairs, then mill and resurface and widen 2’ left and right from R.P. 111.45 to R.P. 111.65
• Grading will be required for the entire length of the project
N-66 CONNECTION IN LOUISVILLE

Scope of Work

• Project constructed under traffic with lane closures controlled by appropriate traffic control devices and practices.

• Access to adjacent properties will be maintained during construction but may be limited at times due to phasing requirements.

• The intersection between N-66 and Walnut St. will have to be temporarily closed to facilitate the new road connecting to the existing system. This will require a detour of traffic.

• Google Earth KMZ is available upon request
N-66 CONNECTION IN LOUISVILLE

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<tr>
<td>Omaha Public Power District</td>
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<tr>
<td>Unite Private Networks</td>
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<tr>
<td>Windstream</td>
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</tbody>
</table>
2023 CONSTRUCTION PROJECTS

Questions?
GOT A QUESTION ABOUT A PROJECT YOU’RE INVOLVED IN?

Use your handout to contact your utility coordinator!
THANK YOU

Please fill out your survey and return to Kristen