

Agenda  
TAC Specifications Committee  
7:00 to 10:00 a.m.  
Wednesday, March 28, 2001  
Room 502  
Philadelphia Marriott

Voting Members:

Nicholas J. Carino, Chairman

Todd R. Watson, Secretary

Jon B. Ardahl

William L. Barringer (unable to attend)

William C. Bretnall

Jeffrey W. Coleman

Charles W. Dolan

I. Leon Glassgold

Ronald L. Hollrah

Alfred L. Kaufman, Jr.

W. Calvin McCall

Myles A. Murray

Aimee Pergalsky

Arthur T. Weiss, Jr.

TAC Contact: Timothy L. Moore

**1. Call to Order and Introduction of Members and Guests**

A roster of the TSC membership is attached as Exhibit 1.

**2. Revision of *ACI Specification Manual***

Proposed changes to the 2000 *ACI Specification Manual* were discussed at the Toronto meeting and are documented in the meeting minutes. Members were asked to send proposed revisions to Art Weiss by January 15, 2001, who would prepare a revised draft using the redline/strikeout format. The proposed revisions are included as Exhibit 2.

Additional issues to be discussed include the following:

- Should it be stated explicitly that Guide Specifications should not contain default requirements so that if they are inadvertently referenced there would be no requirements.
- There is a conflict between “Foreword” and “Preface” as recommended in the Manual and in ACI 301. Since 301 is used as the “example” it is confusing. Which is correct?
- Can ACI 116R be referenced in a Specification? ASTM Terminology standards are referenced in ASTM standards.
- Section 5.3.11 needs to be looked at more carefully. Should TSC be enforcing this prohibition? If so, more guidance is needed on why these types of phrases should not be used. We should also consider adding that the need for this type of phrasing indicates that the item should be included in the “optional” checklist.
- Should we try to develop a more structured format for the optional requirements checklist? ACI 301 is considering the following:
  - Statement of requirement
  - Guidance to specifier
  - References

REPORT: Mr. Weiss is asked to lead the discussion on the proposed changes.

ACTION: Is the revised *ACI Specification Manual* ready for TSC ballot?

### **3. TSC Membership and Status of Specifications**

At the Toronto meeting, liaison assignments were made to ACI committees known to be working or planning to work on Specifications. Associate members are still needed from some of the committees. Exhibit 3 is an updated database of ACI Specification activities and membership assignments. Updates to the database will be reviewed and additional changes made as necessary.

Note that some ACI Specifications are titled "Standard Specifications for..." which conflicts with the *Specification Manual*.

REPORT: TSC liaison members will provide updates of specification activities.

ACTIONS: Are there ACI members with expertise in specification writing that should be asked to join TSC? How are the remaining associate members to be chosen?

### **4. TSC Operations**

At the Toronto meeting there was discussion of procedures for the operation of TSC and review of committee specifications. Chairman Carino submitted the proposed procedures, which are documented in the meeting minutes, for TAC approval at the Philadelphia meeting.

In addition, TSC discussed a proposed new mission statement, which includes the addition "and manage specification development for the Institute." The revised mission was submitted to TAC for approval at the Philadelphia meeting.

REPORT: Chairman Carino will report on actions taken at the TAC meeting earlier in the week.

### **5. Specification Review**

Two specifications were sent to TSC by ACI staff as part of the TAC review: 1) ACI 423 "Specification for Unbonded Single Strand Tendons" and 2) ACI 305 "Standard Specification for Hot Weather Concreting." Because of time constraints, these could not be subjected to the TSC review procedure that has been agreed to. Are there any comments on the documents?

ACTION: Is further action required by TSC?

### **6. Workshop on Specification Writing**

At the San Diego (March 2000) meeting, Art Weiss proposed the development of presentation materials for a training workshop on writing specifications. Chairman Carino asked Mr. Weiss to prepare an outline of the workshop for discussion at this meeting.

REPORT: Mr. Weiss will lead the discussion.

ACTION: Should TSC request a time slot for the workshop?

### **7. Planning**

Proposed short-term goals for 2001 include:

- Ballot revision of the *ACI Specification Manual*
- Complete assignment of associate members
- Continue development of materials for Specification Training Workshop
- Continue to update ACI Specification database

Chairman Carino will lead the discussion on goals for next year:

ACTION: Does TSC approve these goals?

## **8. Conflicts in ACI Specifications**

TAC has delegated TSC the authority to manage Specification development by the Institute. According to the TSC procedures discussed in Item 4, this involves these activities:

- Review committee requests to begin the development of new specifications,
- Identify needs for new specifications, and
- Eliminate conflicts among ACI Specifications.

Revisions to the *TCM* and *Specification Manual* will put into effect the procedure that should be followed by ACI committees before beginning work on specifications.

The implementation of the third activity requires the development of a plan for identifying and removing conflicts. Members are asked to suggest ideas on how conflicts are to be identified and reconciled.

ACTION: Should a task group be appointed to develop a draft plan?

## **9. New Specifications**

### **9.1 Tilt-Up Construction**

ACI Committee 551 is considering the development of a specification on tilt-up construction. A representative of the committee will be asked to update TSC on the status of the planning.

### **9.2 Formwork**

ACI Committee 347 is considering the development of a specification. A representative of the committee will be asked to update TSC on the status of the planning.

## **10. Computerization of Specifications**

ACI Staff and ACI 301 Chairman McCall have been discussing the idea of preparing an “active” computer-based specification that can be tailored to a specific project and included directly in the project specifications.

REPORT: ACI 301 Chairman is asked to report.

ACTION: What role can TSC play in developing such a product?

## **11. CI Article**

At the 1999 Fall Convention, Aimee Pergalsky agreed to write a short article (“press release”) for *CI* about the TSC rules and mission. She is asked to report.

**12. New Business**

**12.1 CSI Collaboration**

TSC Member Calvin McCall and ACI Managing Director of Engineering Daniel W. Falconer met with representatives of the Construction Specifications Institute in January 2001 to see there was a reason to collaborate on any level.

REPORT: Calvin McCall is asked to report.

ACTION: Is any TSC action required?

**13. Next Meeting**

Unless there is objection, the next TSC meeting will be held Wednesday morning at the Dallas convention.

**14. Adjournment**

## Exhibit 1

**TSC ROSTER, FEBRUARY 28, 2001**

Nicholas J. Carino, Chairman  
 Todd R. Watson, Secretary

**Voting Members:**

Jon B. Ardahl  
 William L. Barringer  
 William C. Bretnall  
 Jeffrey W. Coleman  
 Charles W. Dolan  
 I. Leon Glassgold  
 Ronald L. Hollrah  
 Alfred L. Kaufman, Jr.  
 W. Calvin McCall  
 Myles A. Murray  
 Aimee Pergalsky  
 Arthur T. Weiss, Jr.

**Associate Members**

Clifford Gordon  
 Kenneth G. Kazanis (330)  
 Robert J. Ryan (305)  
 Michael S. Stenko (548)

**TAC Contact**

Timothy L Moore  
 (email tmoore@sdge.com)

**TAC Chairman:**

Charles W. Dolan  
 (email cdolan@uwyo.edu)

**TAC Secretary**

Daniel W. Falconer  
 (email dfalconer@aci-int.org)

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