

# BID PACKAGE PREPARATION AND POLICIES TRAINING COURSE Instructor Version

Sponsored by Design Community Training Program



GLOBAL QUALITY & ENGINEERING CONSULTING

## Introduction

- **Welcome**
- **Introductions**
  - **Instructor: Sumathi Ravindraraj, P.E.**
- **Schedule**
- **Materials**



## Introduction

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- **Class Rules**
  - Silence phones
  - Be on time
  - Be respectful
  - Participate



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## Course Overview

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- **Goal of course – Improve quality of Department's Construction Bid Packages**



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## Learning Outcomes

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- **Prepare and review Bid Packages to improve biddability**
- **Use available standard information to prepare Bid Packages**
- **Check completeness and consistency of Bid Packages to reduce errors/addendum**

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## Topics Addressed – Day 1

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1. **Bid Package Assembly**
2. **Plans**
3. **Design Items**
4. **Other Topics**
5. **Attachments**
6. **Addenda**

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## Topics Addressed – Day 2

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- 7. Special Provisions**
- 8. Project Development Checklist**
- 9. Obstacles to Letting**
- 10. Emergency & Local Projects**

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# LESSON 1 – BID PACKAGE ASSEMBLY

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## Topics Addressed

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- **1.1 – Bid Package General Information**
- **1.2 – Bid Package Standards**
  - Reference Documents
  - Special Provisions
  - Standard Drawings
  - Strike-off Letters
- **1.3 – Business Rules**
- **1.4 – Roles & Responsibilities**

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## **1.1 – BID PACKAGE**

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### Bid Package-class activity

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- **Project requirements**
  - **Develop a bid**
  - **Construct project**

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## Purpose of Bid Package

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- Establishes rights, duties and responsibilities
- Defines contractor's activities
- Results in legal, binding contract
- Enables submission of bid

## Contractor and Construction Management

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- Expects Bid Package is:
  - Accurate
  - Complete
  - Consistent
  - Biddable



## Quality Assurance

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- **Quality -- meeting criteria and expectations**
- **Quality Control -- processes ensuring compliance with requirements**
- **Quality Assurance -- ensuring compliance by non-QC**

## Federal Oversight

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- **Bid Packages routed to Central Office *and* FHWA for review and approval prior to publication.**





## PennDOT Oversight

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- **Bid Packages routed to Central Office *but not* FHWA for review and approval prior to publication.**

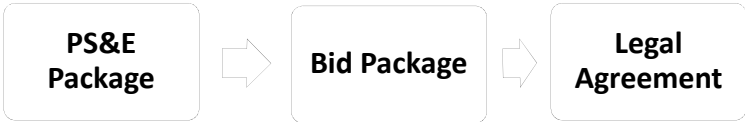
## QA for Bid Package

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- **Federal Oversight -- CDAS & FHWA QC**
- **PennDOT Oversight -- CDAS QC**
- **District Published -- CDAS QA**

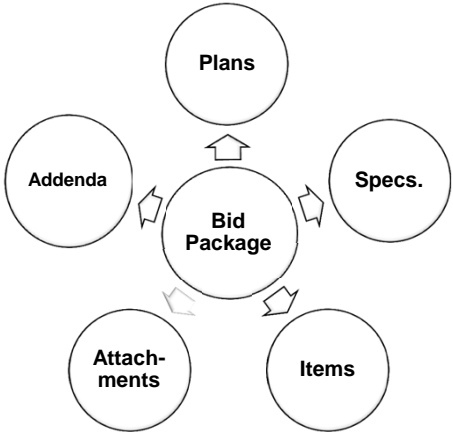
# Bid Package Evolution

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# Bid Package Components

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# Bid Package – Contractor View

## How do Contractors Obtain Bid Packages?

Lesson 1.1 Bid Package

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**Bid Package – Contractor View**

home site map help

**pennsylvania** DEPARTMENT OF TRANSPORTATION **ECMS** ENGINEERING AND CONSTRUCTION MANAGEMENT SYSTEM

Business Partner Solicitation Engineering Agreements Construction Projects References Work Queue

Welcome to Pennsylvania Department of Transportation **ECMS** Construction Management System

Contractors » Bid Packages Bid Results





Forum

Need Help? Call the ECMS Help Desk at 717-783-7711

Welcome to the Engineering and Construction Management System. This site provides up-to-date information on PennDOT's contracts and consultant agreements.

# Bid Package – Contractor View

[home](#) [site map](#) [help](#)

[Business Partner](#) [Solicitation](#) [Engineering Agreements](#) [Construction Projects](#) [References](#) [Work Queue](#)

[Back](#) [Go](#) [Help](#)

Note: The version of Expedite required to bid this specific project is indicated below. (016)

**BID PACKAGE**

Project:  [Go](#) Standard / Federal Oversight [Advertised](#)

**Short Description:** PA 28 Widen/31st St-Milv  
**County:** Allegheny **SR:** 28 **Org Code:** 1100  
**District:** 11 **Group ID:** **Section:** A10  
**Municipality:** PITTSBURGH

**Overview**

Type	Plans	Special Provisions	Items	Attachments	Report	Other	Let
Current							05/27/2010 11:00:00 AM
Original							05/27/2010 11:00:00 AM
Addendum 1							
Addendum 2							

Lesson 1.1 Bid Package 23

# Bid Package – Contractor View

Category ^	Title	Modified	BP Ind	Completed	Contract	DocLink
Plans	Roadway Plan	04/02/2010	Yes	Yes		
Supplemental Plans	Cross Section	03/14/2010	Yes	Yes		
	Erosion and Sediment Pollution Control Plan	03/14/2010	Yes	Yes		
	Highway Lighting Plan	03/14/2010	Yes	Yes		
	Landscaping Plan	03/14/2010	Yes	Yes		
	Other/Project-Specific Plan - ITS	03/14/2010	Yes	Yes		

Lesson 1.1 Bid Package 24

# Bid Package – Contractor View

## Roadway Plan

Title:

Addendum: 0

## General

Name of Plan:  
 Number of Sheets: 123  
 Approved: 03/04/2010  
 Approved By: Allen D Biehler  
 Comments:

EDMS Document Link: [ARD00010F123.PDF](#)  
[ARD00020F123.PDF](#)  
[ARD00030F123.PDF](#)  
[ARD00040F123.PDF](#)

Lesson 1.1 Bid Package


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# Bid Package – Contractor View

<p><b>COMMONWEALTH OF PENNSYLVANIA</b></p> <p><b>DEPARTMENT OF TRANSPORTATION</b></p> <p><b>DRAWINGS</b> FOR <b>CONSTRUCTION</b> OF</p> <p>STATE ROUTE <u>509</u> SECTION <u>410</u> IN <u>ALLEGHENY</u> COUNTY</p> <p>FROM STA. 185+00.00 TO STA. 122+00.00 (LENGTH) 6320.00 FT (1.942 MI)              FROM SEGMENT 0000 OFFSET 1334 TO SEGMENT 0000 OFFSET 0200              FROM SEGMENT 0001 OFFSET 0958 TO SEGMENT 0001 OFFSET 0300</p> <p>ALSO STATE ROUTE <u>4000</u> FROM STA. 400+00.00 TO STA. 415+00.00 FROM SEGMENT 0000 OFFSET 0000 TO SEGMENT 0000 OFFSET 1581</p> <p>ALSO STATE ROUTE <u>3128</u> FROM STA. 300+00.00 TO STA. 308+00.00</p> <p>ALSO STATE ROUTE <u>4120</u> FROM STA. 600+00.00 TO STA. 611+00.00 FROM STA. 1000+00.00 TO STA. 7190+00.00</p> <p>LIMIT OF SIGNING FROM SEGMENT 0001 OFFSET 1885 TO SEGMENT 0012 OFFSET 0210</p>		<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <th colspan="5">SHEET NO.</th> </tr> <tr> <td>PROJECT NO.</td> <td>SECTION</td> <td>SHEET NO.</td> <td>TOTAL SHEETS</td> <td>SHEET NO.</td> </tr> <tr> <td>CAO 11-0</td> <td></td> <td>123</td> <td></td> <td>123</td> </tr> </table> <p><b>DESCRIPTION</b></p> <p>TRAFFIC CONTROL PLAN 80 SHEETS              PAVEMENT MARKING, DELINEATION AND SIGNING PLAN 25 SHEETS              UTILITY LOCATION PLAN 21 SHEETS              LANDSCAPE PLAN 8 SHEETS              SECTION AND HIGHWAY COLLISION AVOIDANCE PLAN 25 SHEETS              SIGNAL LOCATION PLAN 12 SHEETS              TRAFFIC SIGNAL PLAN 15 SHEETS              120 SHEETS</p> <p>STRUCTURE PLAN:              2 BRIDGE WALLS 42 SHEETS              2 BRIDGE STRUCTURES WITH 22 ABUTMENTS 12 SHEETS              2 BRIDGE COMPLETION BY SIGN STRUCTURES 2 SHEETS              2 BRIDGE COMPLETION BY SIGN STRUCTURES 2 SHEETS              2 BRIDGE + FENCE AT SIGN STRUCTURE 2 SHEETS              2 BRIDGE + FENCE AT SIGN STRUCTURE 2 SHEETS              2 BRIDGE + FENCE AT SIGN STRUCTURE 2 SHEETS              CROSS SECTIONS 134 SHEETS              CRITICAL CORNER PLAN 21 SHEETS              1 "X" 10' SECTION 6 SHEETS              SECTION SIGNING PLAN 1 SHEET              LIMITED ACCESS ROAD BUILDING 1 SHEET              SECTION SIGNING PLAN 1 SHEET</p> <p>ESTABLISHED AS A LIMITED ACCESS HIGHWAY FROM STATION 185+00.00 AND FROM STATION 122+00.00 TO STATION 122+00.00 AND FROM STATION 122+00.00 TO STATION 122+00.00. THE SECTION IS APPROVED JANUARY 22, 2009.</p> <p>ESTABLISHED AS A LIMITED ACCESS HIGHWAY FROM STATION 400+00.00 TO STATION 415+00.00. THE SECTION IS APPROVED JANUARY 22, 2009.</p> <p>ESTABLISHED AS A LIMITED ACCESS HIGHWAY FROM STATION 300+00.00 TO STATION 308+00.00. THE SECTION IS APPROVED JANUARY 22, 2009.</p> <p>ESTABLISHED AS A LIMITED ACCESS HIGHWAY FROM STATION 600+00.00 TO STATION 611+00.00 AND FROM STATION 1000+00.00 TO STATION 7190+00.00. THE SECTION IS APPROVED JANUARY 22, 2009.</p>	SHEET NO.					PROJECT NO.	SECTION	SHEET NO.	TOTAL SHEETS	SHEET NO.	CAO 11-0		123		123
SHEET NO.																	
PROJECT NO.	SECTION	SHEET NO.	TOTAL SHEETS	SHEET NO.													
CAO 11-0		123		123													
<p><b>SCALE</b></p> <p>HORIZONTAL: 1" = 40' FEET              VERTICAL: 1" = 5' FEET</p> <p><b>DESIGN DESIGNATION</b></p> <p>HIGHWAY CLASSIFICATION - URBAN PRINCIPAL MATERIAL              DESIGN SPEED - 50 MPH              PAVEMENT WIDTH - 6'-11" LANES              SIDEWALK WIDTH - 2' MIN              SHOULDER WIDTH - 2'              MEDIAN WIDTH - 0'</p> <p><b>FRAME DATA</b></p> <p>CURRENT YEAR AET - 14,200 (2010)              DESIGN YEAR AET - 18,400 (2020)              DMV - 31.00              0 - 0.0              1 - 0.0</p>	<p>PLANS PREPARED BY  <b>MICHAEL BAKER CORP.</b>              Consulting Engineers              4000 MARKET STREET              PHILADELPHIA, PA 19104</p> <p>DATE: 3/3/10</p> <p>RECOMMENDED BY  <b>Allen D. Biehler</b>              DATE: 3/3/10</p> <p>APPROVED BY  <b>Allen D. Biehler</b>              DATE: 3/3/10</p> <p>DESIGNED BY  <b>Allen D. Biehler</b>              DATE: 3/3/10</p> <p>PROJECT NO. CAO 11-0</p> <p>SECTION NO. 410</p> <p>SHEET NO. 123</p> <p>TOTAL SHEETS 123</p>																

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# Bid Package –EBS View


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**ENGINEERING AND CONSTRUCTION MANAGEMENT SYSTEM**

[Business Partner](#) [Solicitation](#) [Engineering Agreements](#) [Construction Projects](#) [References](#) [Work Queue](#)

Message from webpage

Note: The version of the EBS file is 1.0.0.

**BID PACKAGE**

Project: 2718

Short Description:

? By downloading the EBS File, your business partner name and user name will automatically be added to the List of Planholders. The list will be updated and published to the ECMS website as a public document. Click OK to proceed or CANCEL to abort.

**Overview**

Type	Plans	Special Provisions	Items	Attachments	Report
Current					
Original					
Addendum 1					
Addendum 2					

The EBS file must be downloaded and completed to bid on a project.

# Bid Package

PROPOSAL Report - Project 12187

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**PROPOSAL REPORT**

Project: 12187  
 Bid Package: 1  
 Current Let: 12/22/2009 11:00:00 AM  
 Version: Current  
 Addendum Count: 4

District: 05  
 County: Northampton  
 SR/SEC/Group ID: 33/006/---

**Description**  
 33/512 INTERCHANGE

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# Bid Package – General Information

General	
Expedite Version: 5.7a	Status: Published <a href="#">Bid Results</a> Version: 1
Project Cost Range: \$30,000,000.00 - \$34,999,999.99	DBE: 6%
Federal Project Status: Federal Oversight	Structure Work: 36.00%
Let: 05/27/2010 11:00:00 AM	Pre-Bid Meeting: Optional
Let Type: Scheduled	Wage Rates: Yes
Anticipated NTP: 07/26/2010	Prequalification Requirement: Yes
Required Completion: 05/15/2012	
State Type of Work: RECONSTRUCTION	
<a href="#">Asphalt/Cement Price Index</a>	<a href="#">Diesel Fuel Price Index</a>
Additional Information	
This is an ECMS project. All Addenda will be electronically posted. Place for delivery of diskette bid before 11:00 a.m. prevailing local time on the scheduled let date: PENNDOT CONTRACT AWARDS ROOM, 7TH FLOOR, COMMONWEALTH KEYSTONE BUILDING, 400 NORTH STREET, HARRISBURG PA 17120	
Lesson 1.1 Bid Package	
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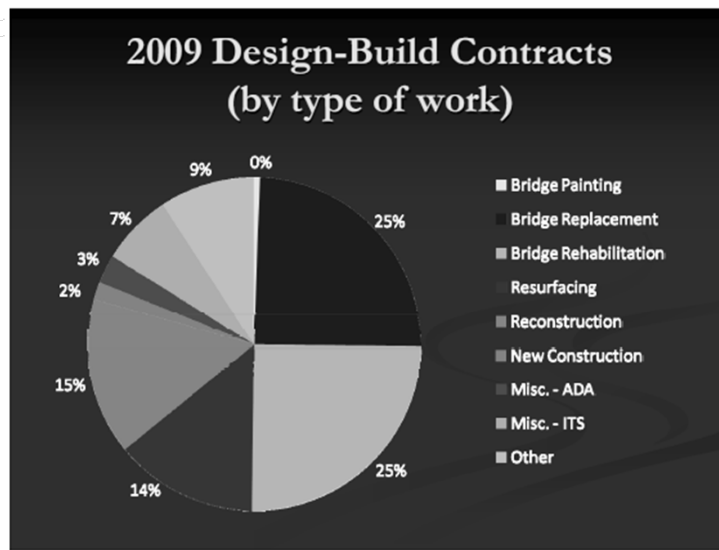
# Bid Package – Description / Q&A

Description	
<p>The description and location of the project is as follows: For the bituminous widening and reconstruction, drainage, concrete barrier, concrete curb and sidewalk, highway lighting, signing and pavement marking, sign structures, signals and ITS, wall construction, landslide stabilization, water line and sewer relocation, asbestos, hazardous material removal and industrial park demolition, and other miscellaneous construction, all within a length of 5502.05 linear feet (1.042 Miles) as indicated on the approved drawings included in the bid package for STATE ROUTE 0028, SECTION A10, in ALLEGHENY COUNTY, MILLVALE BOROUGH, Commonwealth of Pennsylvania. This project being situated as follows: From a point approximately 1300 feet north of the 31st Street Bridge (SR 2122) at Segment 0050/0051 Offset 1334/1315 (Station 165+30) to a point approximately 2560 feet north of the 40th Street Bridge (SR 2124) at Segment 0090/0091 Offset 0070/0060 (Station 220+50).</p>	
<p>Answers to questions on this page are for informational and clarification purposes. Official changes to the proposal will be made via an Addendum.</p>	
Questions and Responses <span style="float: right;">NEW</span>	
<p><b>Post Tensioned Rock Anchors S-27749</b></p> <p>Question 1</p> <p>The estimated stressing lengths shown on your Rock Anchor Schedule Shts 35, 36, 37 seem to correspond with the soil boring information when used in conjunction with indicated anchor inclination. However, the typical Rock Anchor Detail on Sheet 12 shows an additional 5'-0" of unbonded length past the top of rock. If someone were to base their bid on the quantities in the schedule they could be missing 5'-0" of anchor length. Please clarify that the tables do not include the additional 5'-0".</p> <p>Posted on 04/30/2010 08:30:43 AM</p>	
Responses	
<p>The anchor lengths on the schedule are correct. The detail on Sheet 12 will be revised by addendum; the "5' - 0" " from top of rock to bond zone will be replaced with</p>	
Lesson 1.1 Bid Package	
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## Bid Package – Uses

- Highway Restoration
- Bridge
- Safety and Mobility
- Interstate Restoration
- Economic Development  
Transportation

## Bid Package – Design-Build





## Bid Package – End Customers

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- **Bidders**
- **PennDOT Construction Management Team**
- **Contractor**

## 1.2 – BID PACKAGE STANDARDS

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### REFERENCE DOCUMENTS

# Bid Package Standards

- Publications 7,51, & 408 and 7
- Standard Special Provisions
- Standard Drawings
- Strike-Off Letters



# Publication 7-Items Catalog

0400-0275	F	SY	SUPERPAVE ASPHALT MIXTURE DESIGN, HMA WEARING COURSE,	PG 58-28, 3 TO < 10	MILLION ESALS, 0.5 MM
0400-0281	F	SY	SUPERPAVE ASPHALT MIXTURE DESIGN, HMA WEARING COURSE,	PG 58-28, 3 TO < 10	MILLION ESALS, 0.5 MM
0400-0282	F	SY	SUPERPAVE ASPHALT MIXTURE DESIGN, HMA WEARING COURSE,	PG 58-28, 3 TO < 10	MILLION ESALS, 0.5 MM
0400-0283	F	SY	SUPERPAVE ASPHALT MIXTURE DESIGN, HMA WEARING COURSE,	PG 58-28, 3 TO < 10	MILLION ESALS, 0.5 MM
0400-0284	F	SY	SUPERPAVE ASPHALT MIXTURE DESIGN, HMA WEARING COURSE,	PG 58-28, 3 TO < 10	MILLION ESALS, 0.5 MM
0400-0285	F	SY	SUPERPAVE ASPHALT MIXTURE DESIGN, HMA WEARING COURSE,	PG 58-28, 3 TO < 10	MILLION ESALS, 0.5 MM
0400-0291	F	TON	SUPERPAVE ASPHALT MIXTURE DESIGN, HMA WEARING COURSE,	PG 58-28, 3 TO < 10	MILLION ESALS, 0.5 MM
0400-0292	F	TON	SUPERPAVE ASPHALT MIXTURE DESIGN, HMA WEARING COURSE,	PG 58-28, 3 TO < 10	MILLION ESALS, 0.5 MM
0400-0293	F	TON	SUPERPAVE ASPHALT MIXTURE DESIGN, HMA WEARING COURSE,	PG 58-28, 3 TO < 10	MILLION ESALS, 0.5 MM
0400-0294	F	TON	SUPERPAVE ASPHALT MIXTURE DESIGN, HMA WEARING COURSE,	PG 58-28, 3 TO < 10	MILLION ESALS, 0.5 MM
0400-0295	F	TON	SUPERPAVE ASPHALT MIXTURE DESIGN, HMA WEARING COURSE,	PG 58-28, 3 TO < 10	MILLION ESALS, 0.5 MM
0400-0301	F	SY	SUPERPAVE ASPHALT MIXTURE DESIGN, HMA WEARING COURSE,	PG 64-22, < 0.3	MILLION ESALS, 19.0 MM
0400-0302	F	SY	SUPERPAVE ASPHALT MIXTURE DESIGN, HMA WEARING COURSE,	PG 64-22, < 0.3	MILLION ESALS, 19.0 MM

\\kbdata2k01\data\Bureau of Design\Contra

11/22/2010

9:45:08AM

## Publication 51

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### **“Bid Package Preparation and Policies Manual”**

- **Guidelines/policy for assembling and submitting Bid Packages for construction projects**

## Publication 51

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- **Ch. 1 – Bid Package Assembly**
- **Ch. 2 – Addenda to Proposals**
- **Ch. 3 – Approvals**
- **Ch. 4 – Attachments to Bid Package**
- **Ch. 5 – Other Bid Package Related Issues**
- **Ch. 6 – Emergency Projects**
- **Exhibits**
- **Appendices**

# Publication 408

The screenshot shows the Pennsylvania Department of Transportation website. At the top, there is a navigation bar with the Pennsylvania logo and the text "DEPARTMENT OF TRANSPORTATION". Below this, there are links for "OFFICE SERVICES", "PA STATE AGENCIES", and "ONLINE SERVICES". A search bar is also present with the text "Search | Forms, Publications & Maps | Right to Know".

The main content area is divided into two columns. The left column is titled "SEARCH OPTIONS" and contains two sections: "FORMS:" and "PUBLICATIONS:". Each section lists sorting options: "Sort by Number", "Sort by Title", and "Sort by Area of Interest".

The right column is titled "FORMS & PUBLICATIONS LIST". It contains a paragraph of text: "To Download a Form or Publication click on the 'Number'. If you cannot locate the form or publication you are looking for or want additional related information, try using the 'Area of Interest' links to the right. Choose one of the customized search options to the left to locate items more quickly. This is not a complete list. Not all PennDOT Forms and Publications are available electronically." Below this text is an Adobe Reader logo with the text "Get Adobe Reader".

Below the text is a table with three columns: "Number", "Title", and "Area of Interest".

Number	Title	Area of Interest
PUB 408	Highway Construction Specifications	Design
PUB 410	Annual Fact Book	Press Office
PUB 411	PA STAA Truck Routes for 102" Wide Trailers	Hwy Safety & Traffic Engineering

At the bottom of the page, there is a footer with links: "Home | Contact | Web Policies | Site Map | Help | Text-Only" and the page number "39".

# Publication 408 Editions

The screenshot shows the Pennsylvania Department of Transportation website. At the top, there is a navigation bar with the Pennsylvania logo and the text "Commonwealth of Pennsylvania DEPARTMENT OF TRANSPORTATION".

The main content area is titled "Publication 408/2011". Below this title is a paragraph of text: "The below are links to the Change and list of Effective Dates. Select by clicking on either the change or effective date."

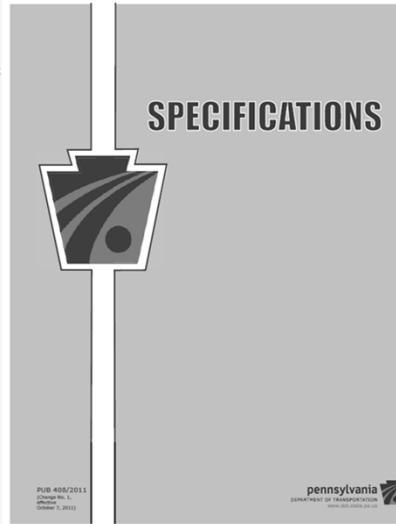
Below the text is a table with two columns: "Change" and "Effective Date".

Change	Effective Date
Initial Edition	Effective April 1, 2011
Change No. 1	Effective October 7, 2011

At the bottom of the page, there is a footer with the text "Lesson 1.2 B.P. Stds – Ref. Doc." and the page number "40".

# Publication 408

-  Pub 408 - Table of Contents
-  Back to Pub 408 Versions
-  Pub 7 - Items Catalog
-  Pub 287 - Construction Cost Catalog



# Publication 408 – Contents

**Bookmarks**

- SECTION 100 - GENERAL PROVISIONS
- SECTION 200 - EARTHWORK
- SECTION 300 - BASE COURSES
- SECTION 400 - FLEXIBLE PAVEMENTS
- SECTION 500 - RIGID PAVEMENTS
- SECTION 600 - INCIDENTAL CONSTRUCTION
- SECTION 700 - MATERIAL
- SECTION 800 - ROADSIDE DEVELOPMENT
- SECTION 900 - TRAFFIC ACCOMMODATION AND CONTROL
- SECTION 1000 - STRUCTURES
- SECTION 1100 - MANUFACTURED MATERIAL
- APPENDIX A - METRIC (SI) INFORMATION
- APPENDIX B - STANDARD SPECIAL PROVISIONS TO PUBLICATION 408/2007
- APPENDIX C - DESIGNATED SPECIAL PROVISIONS (DSP) CONTAINED IN PUBLICATION 408/2007

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102	BIDDING REQUIREMENTS AND CONDITIONS	102 - 1	102 - 7
103	AWARD AND EXECUTION OF CONTRACT	103 - 1	103 - 3
104	SCOPE OF WORK	104 - 1	104 - 3
105	CONTROL OF WORK	105 - 1	105 - 8
106	CONTROL OF MATERIAL	106 - 1	106 - 12
107	LEGAL RELATIONS AND RESPONSIBILITY TO THE PUBLIC	107 - 1	107 - 12
108	PERFORMANCE AND PROGRESS	108 - 1	108 - 11
109	MEASUREMENT OF QUANTITIES	109 - 1	109 - 2
110	PAYMENT	110 - 1	110 - 26
111	DELAY CLAIMS	111 - 1	111 - 2
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# Publication 408 – Appendices

408/2011

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- SECTION 500 - RIGID PAVEMENTS
- SECTION 600 - INCIDENTAL CONSTRUCTION
- SECTION 700 - MATERIAL
- SECTION 800 - ROADSIDE DEVELOPMENT
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- APPENDIX A - METRIC (SI) INFORMATION**
- APPENDIX B - STANDARD SPECIAL PROVISIONS TO PUBLICATION 408/2007
- APPENDIX C - DESIGNATED SPECIAL PROVISIONS (DSP) CONTAINED IN PUBLICATION 408/2011
- APPENDIX D - GUIDELINES FOR ITEM NUMBER IDENTIFICATION AND DATA
- GENERAL INDEX
- CHANGE LETTERS AND INDICES TO REVISIONS

<b>APPENDIX A – METRIC (SI) INFORMATION</b>			
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<b>APPENDIX B - STANDARD SPECIAL PROVISIONS TO PUBLICATION 408/2007</b>			
		Page	
		From	To
B	GENERAL	B - 1	B - 1

<b>APPENDIX C - DESIGNATED SPECIAL PROVISIONS (DSP) CONTAINED IN PUBLICATION 408/2011</b>			
DSP		Page	
		From	To
C	GENERAL	C - 1	C - 1
DSP1	OFFSET PROVISION FOR STATE CONTRACTS	C1 - 1	C1 - 1
DSP2	CONTRACTOR RESPONSIBILITY PROVISIONS	C2 - 1	C2 - 1
DSP3	PROVISIONS FOR STATE CONTRACTS CONCERNING THE AMERICANS WITH DISABILITIES ACT	C3 - 1	C3 - 1
DSP4	MINORITY BUSINESS AND WOMEN BUSINESS ENTERPRISE PARTICIPATION REQUIREMENTS	C4 - 1	C4 - 6

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# Publication 408 – Index

408/2011

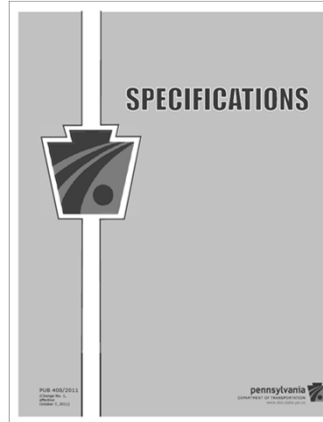
*GENERAL INDEX*

<i>Item</i>	<i>Section</i>	<i>Item</i>	<i>Section</i>
	<b>A</b>		1112.02(b)
Abbreviations	101.02	Structures, Glulam Fabrication	1031.2(b)
Metric	Appendix A	Adjustable Extensions, Existing	
Abrasion, Coarse Aggregate	703.2(c)2	Inlets, Manholes, or Utility Boxes	606.3(b)
Abrasives, Cleaning Steel	1070.3(c)6	Adjusted Payment	106.03(a)3.c
Absolute Refusal, Pile-Driving to	1005.3(b)4	Bituminous Materials	110.04
Abutment, Protective Coating	1019.2(b)	Diesel Fuel Cost Fluctuations	110.12
Abutting Joints, Fabricated Structural Steel	1105.03(r)	Diamond Grinding of Concrete Pavement	514.4
Acceptance		HMA Courses, Plant-Mixed Superpave Mixture	409.4(a)
Bar Mat Design	709.2(c)	Inspector's Field Office and Inspection Facilities	609
Cement Concrete Pavements (RPS)	704.1(d) 506.3(v)	Low Strength Cement Concrete	110.10
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Median Barrier	623.3(f)	Portland Cement Concrete	
Geomembrane	736.1(c)		
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# Publication 408 – Changes

- **Changes to Publication 408**
- **Include in all projects, in effect at Let date**



# Publication 408 – Change Letters

<p>OS-299 (7-08)</p>  <p><b>pennsylvania</b> DEPARTMENT OF TRANSPORTATION</p>	<p>TRANSMITTAL LETTER</p>	<p><b>PUBLICATION:</b></p> <p>PENNDOT PUB 408/2011</p> <p><b>DATE:</b></p> <p>October 1, 2010</p>
<p><b>SUBJECT:</b></p> <p><b>PENNDOT Publication 408/2011 Specifications (Metric &amp; English) 2011 Edition</b></p>		
<p><b>INFORMATION AND SPECIAL INSTRUCTIONS:</b></p> <p>Applicability: This Transmittal Letter and its attachment constitute the Initial Edition to PENNDOT Specifications, Publication 408/2011. The Initial Edition to Pub 408/2007 is hereby referred to as Pub 408/2011-IE. It is new and complete in its entirety, and is effective on projects let after April 1, 2011.</p>		

## Publication 408 – Sections

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- **100 – General Provisions**
- **200 – Earthwork**
- **300 – Base Courses**
- **400 – Flexible Pavements**
- **500 – Rigid Pavements**
- **600 – Incidental Construction**

## Publication 408 – Sections

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- **700 – Material**
- **800 – Roadside Development**
- **900 – Traffic Accommodation and Control**
- **1000 – Structures**
- **1100 – Manufactured Material**



## Publication 408 – Section Format

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- **Each Section contains:**

- **D**escription
- **M**aterial
- **C**onstruction
- **M & P** Measurement & Payment

## Non-Typical Format

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**Which Sections of Publication 408 are non-typical in format?**

Sections 100, 700 & 1100

## Publication 408

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**How does a contractor know that  
Publication 408 is the main  
requirements document and the  
version that applies?**

## **1.2 – BID PACKAGE STANDARDS**

---

### **STANDARD SPECIAL PROVISIONS**

# Standard Special Provisions

- **G** General Provisions Related
- **I** Item Related
- **N** Non-pay Item Related
- **P** Provisional Specification Related
- **S** Section related

# Standard Special Provisions

The screenshot shows the ECMS MANAGEMENT SYSTEM search interface. At the top, there is a navigation bar with the Pennsylvania Department of Transportation logo, the ECMS logo, and the text 'ENGINEERING AND CONSTRUCTION MANAGEMENT SYSTEM'. Below this is a menu bar with options: Business Partner, Solicitation, Engineering Agreements, Construction Projects, References, and Work Queue. A search bar contains 'Back', 'Search', 'Clear', and 'Help' buttons. The main search area is titled 'STANDARD SPECIAL PROVISION SEARCH' and contains the following search criteria:

- Index or Category: General Provisions Related (dropdown)
- Measurement: Dual (dropdown)
- Provision Name: (text input field)
- District: CO (dropdown)
- Status: Active (dropdown menu with options: Active, Approved, Inactive, Pending)
- Include Instructions: Yes (dropdown)

---

## 1.2 – BID PACKAGE STANDARDS

### STANDARD DRAWINGS

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## Standard Drawings

---

- **Drawings for construction of standard items**
  - **Details**
  - **Dimensions**
  - **Notes**



Lesson 1.2 B.P. Stds – Std Draw.

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# Standard Drawings

- Roadway Construction Standards
- Bridge Construction Standards
- Traffic Standards

# Standard Drawings – Access

home site map help

pennsylvania DEPARTMENT OF TRANSPORTATION **ECMS** ENGINEERING AND CONSTRUCTION MANAGEMENT SYSTEM

Partner Solicitation Engineering Agreements Construction Projects References Work Queue

me to PennDOT's Engineering and Construction Management System

Bulletins  
External Links »  
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Publications »  
Strike-off Letters  
Training Calendar

Construction Forms  
Highway Related

help? Call the ECMS Help Desk at 717-783-7711

# Standard Drawings – Roadway Construction

## COMMONWEALTH OF PENNSYLVANIA



DEPARTMENT OF TRANSPORTATION  
BUREAU OF DESIGN

STANDARDS FOR ROADWAY CONSTRUCTION  
SERIES RC-1M TO 100M

JUNE 2010 EDITION

[Click Here to go to Index Sheet](#)

PDT Pub #72M

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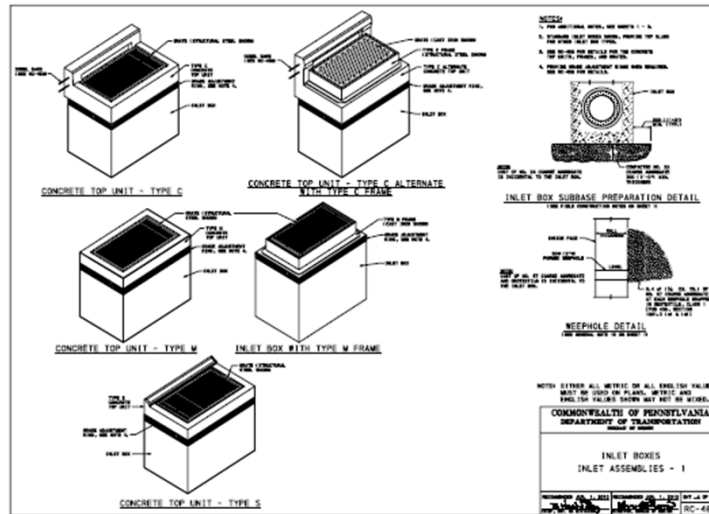
# Standard Drawings – Roadway Construction

## INDEX OF STANDARDS FOR ROADWAY CONSTRUCTION

STANDARD DRAWING NUMBER	DRAWING DATE	DESCRIPTION	STANDARD DRAWING NUMBER	DRAWING DATE	DESCRIPTION
<b>EARTHWORK</b>			<b>FENCES AND CURBS</b>		
RC-10M	JUN. 1, 2010	CLASSIFICATION OF EARTHWORK	RC-60M .13 Sheet(s)	JUN. 1, 2010	RIGHT-OF-WAY FENCE
RC-11M .12 Sheet(s)	JUN. 1, 2010	CLASSIFICATION OF EARTHWORK FOR STRUCTURES	RC-61M	JUN. 1, 2010	RIGHT-OF-WAY BATES AND REMOVABLE FENCE SECTIONS
RC-12M .12 Sheet(s)	JUN. 1, 2010	BACKFILL AT STRUCTURES	RC-62M .12 Sheet(s)	JUN. 1, 2010	PERMANENT BARRICADES
RC-13M	JUN. 1, 2010	PAY LIMIT OF SUBBASE	RC-64M	JUN. 1, 2010	CURBS AND OUTLETS
<b>PAVEMENTS</b>			RC-65M	JUN. 1, 2010	CONCRETE MOUNTABLE CURBS
RC-20M .13 Sheet(s)	JUN. 1, 2010	CONCRETE PAVEMENT JOINTS	RC-67M .13 Sheet(s)	JUN. 1, 2010	CURB RAMPS AND SIDEWALKS
RC-21M	JUN. 1, 2010	REINFORCED CONCRETE PAVEMENT	<b>EROSION AND SEDIMENTATION CONTROL</b>		
RC-22M .14 Sheet(s)	JUN. 1, 2010	RUMBLE STRIPS	RC-70M .13 Sheet(s)	JUN. 1, 2010	PERIMETER CONTROL DEVICES
RC-23M .13 Sheet(s)	JUN. 1, 2010	BRIDGE APPROACH SLABS	RC-71M .14 Sheet(s)	JUN. 1, 2010	SEDIMENT BASIN AND SEDIMENT TRAP
RC-24M .13 Sheet(s)	JUN. 1, 2010	PAVEMENT RELIEF JOINT	RC-72M .17 Sheet(s)	JUN. 1, 2010	INLET AND SLOPE PROTECTION
RC-25M .17 Sheet(s)	JUN. 1, 2010	SHOULDERS	RC-73M .14 Sheet(s)	JUN. 1, 2010	CHANNEL AND SLOPE PROTECTION
RC-26M .19 Sheet(s)	JUN. 1, 2010	CONCRETE PAVEMENT REHABILITATION	RC-74M	JUN. 1, 2010	TEMPORARY DIVERSIONS
RC-27M .12 Sheet(s)	JUN. 1, 2010	PLAIN CONCRETE PAVEMENT	RC-75M	JUN. 1, 2010	DEWATERING DEVICES
RC-28M	JUN. 1, 2010	OVERLAY TRANSITIONS AND PAVING NOTCHES	RC-76M	JUN. 1, 2010	STRAW BALE BARRIER
RC-29M .13 Sheet(s)	JUN. 1, 2010	BRIDGE ANTI-ICING SYSTEM APPROACH INSTALLATION	RC-77M	JUN. 1, 2010	ROCK CONSTRUCTION ENTRANCE
<b>DRAINAGE</b>			RC-78M .14 Sheet(s)	JUN. 1, 2010	SLOPE PROTECTION GEOCELL CELL AND GEOCELL SECTION DETAILS
RC-30M .15 Sheet(s)	JUN. 1, 2010	SUBSURFACE DRAINS	<b>HIGHWAY LIGHTING</b>		
RC-31M .12 Sheet(s)	JUN. 1, 2010	SNOWBLES	RC-80M .12 Sheet(s)	JUN. 1, 2010	HIGHWAY LIGHTING-FOUNDATIONS
RC-32M	JUN. 1, 2010	SLOPE PIPE FITTINGS, PIPE CONNECTORS AND CONCRETE COLLAR FOR PIPE EXTENSIONS	RC-81M	JUN. 1, 2010	HIGHWAY LIGHTING-JUNCTION BOXES-LIGHT DUTY
RC-33M .12 Sheet(s)	JUN. 1, 2010	END SECTIONS FOR PIPE CULVERTS	RC-82M .12 Sheet(s)	JUN. 1, 2010	HIGHWAY LIGHTING-JUNCTION BOXES-HEAVY DUTY
RC-35M	JUN. 1, 2010	DRAINAGE DIKE	RC-83M .12 Sheet(s)	JUN. 1, 2010	HIGHWAY LIGHTING-LIGHTING POLE DETAILS
RC-36M	JUN. 1, 2010	SPRING BOXES	RC-84M .12 Sheet(s)	JUN. 1, 2010	HIGHWAY LIGHTING-LIGHTING AND ELECTRICAL DETAILS
RC-39M .16 Sheet(s)	JUN. 1, 2010	STANDARD MANHOLES	<b>ROADSIDE DEVELOPMENT AND PLANTING</b>		
RC-40M	JUN. 1, 2010	SLOPE PROTECTION	RC-91M .12 Sheet(s)	JUN. 1, 2010	BRACING AND PLANTING DETAILS
RC-43M .15 Sheet(s)	JUN. 1, 2010	CARBOUS	RC-92M	JUN. 1, 2010	REMOVAL LIMITS OF TREE TRIMMING
RC-45M .120 Sheet(s)	JUN. 1, 2010	INLET TOPS, GRATES AND FRAME	<b>GUIDE RAIL AND MEDIAN BARRIER</b>		
RC-46M .145 Sheet(s)	JUN. 1, 2010	INLET BOXES	RC-50M .16 Sheet(s)	JUN. 1, 2010	GUIDE RAIL TRANSITION AT END OF STRUCTURE
<b>GUIDE RAIL AND MEDIAN BARRIER</b>			RC-52M .17 Sheet(s)	JUN. 1, 2010	TYPE 2 STRONG POST GUIDE RAIL
RC-50M .16 Sheet(s)	JUN. 1, 2010	GUIDE RAIL TRANSITION AT END OF STRUCTURE	RC-53M .12 Sheet(s)	JUN. 1, 2010	TYPE 2 NEAR POST GUIDE RAIL
RC-52M .17 Sheet(s)	JUN. 1, 2010	TYPE 2 STRONG POST GUIDE RAIL	RC-54M .17 Sheet(s)	JUN. 1, 2010	BARRIER PLACEMENT AT OBSTRUCTIONS
RC-53M .12 Sheet(s)	JUN. 1, 2010	TYPE 2 NEAR POST GUIDE RAIL	RC-57M .16 Sheet(s)	JUN. 1, 2010	CONCRETE MEDIAN BARRIER
RC-54M .17 Sheet(s)	JUN. 1, 2010	BARRIER PLACEMENT AT OBSTRUCTIONS	RC-58M .14 Sheet(s)	JUN. 1, 2010	SINGLE FACE CONCRETE BARRIER
RC-57M .16 Sheet(s)	JUN. 1, 2010	CONCRETE MEDIAN BARRIER	RC-59M .14 Sheet(s)	JUN. 1, 2010	CONCRETE CLARE SCREEN
RC-58M .14 Sheet(s)	JUN. 1, 2010	SINGLE FACE CONCRETE BARRIER	<a href="#">Click on Desired Standard to View</a>		
RC-59M .14 Sheet(s)	JUN. 1, 2010	CONCRETE CLARE SCREEN			

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# RC Standard



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# Standard Drawings – Bridge Construction

## CURRENT BRIDGE CONSTRUCTION STANDARDS (BCs)

Std. Dwg. No.	Standard Title	Sheet Title(s)
--	Transmittal Letter	Choose a Sheet to View
BC-700M	Index of Standards	Choose a Sheet to View
BC-701M	Protective Fence	Choose a Sheet to View
BC-703M	Bridge Vertical Wall Barrier to Thrie Beam Rail	Choose a Sheet to View
BC-707M	PA HT Bridge Barrier Misc. Details	Choose a Sheet to View
BC-708M	Thrie Beam to PA Type 10M Bridge Barrier Transition Connection	Choose a Sheet to View
BC-709M	PA Type 10M Bridge Barrier Misc. Details	Choose a Sheet to View
BC-711M	Aluminum Protective Barrier	Choose a Sheet to View
BC-712M	PA Bridge Barrier to Thrie Beam Guiderail Transition	Choose a Sheet to View
BC-713M	PA Bridge Barrier - Misc. Details	Choose a Sheet to View
BC-716M	Aluminum Pedestrian Railing	Choose a Sheet to View
BC-718M	Alternate Railing Details	Choose a Sheet to View
BC-719M	Temporary Concrete Barrier, Structure Mounted	Choose a Sheet to View
BC-720M	Aluminum or Steel Bridge Hand Railing	Choose a Sheet to View
BC-721M	Electrical Details	Choose a Sheet to View

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# Standard Drawings – Bridge Construction

**INDEX OF STANDARDS FOR BRIDGE CONSTRUCTION**  
THESE STANDARDS MAY BE REFERRED TO, ON THE DESIGN DRAWINGS IN LIEU OF SHOWING SPECIFIC DETAILS PROVIDED COORDINATING INFORMATION IS SHOWN ON THE DESIGN DRAWINGS.


STD. DRG. NO.	TITLE	NO. OF SHTS.	DATE	STD. DRG. NO.	TITLE	NO. OF SHTS.	DATE
BC-700W	INDEX OF STANDARDS	1	OCT. 26, 2010	BC-751W	BRIDGE DRAINAGE	6	OCT. 26, 2010
BC-701W	PROTECTIVE FENCE	2	OCT. 26, 2010	BC-752W	CONCRETE DECK SLAB DETAILS	2	OCT. 26, 2010
BC-702W	THREE-BEAM TO VERTICAL WALL BRIDGE BARRIER TRANSITION CONNECTION	3	OCT. 26, 2010	BC-753W	STEEL GIRDER DETAILS	2	OCT. 26, 2010
BC-703W	PA HT BRIDGE BARRIER WISC. DETAILS	5	OCT. 26, 2010	BC-754W	STEEL GIRDERING FOR STEEL BEAM/ GIRDER STRUCTURES (STRAIGHT GIRDER ONLY)	2	OCT. 26, 2010
BC-704W	THREE-BEAM TO PA TYPE LOW BRIDGE BARRIER TRANSITION CONNECTION	2	OCT. 26, 2010	BC-755W	BEARINGS	4	OCT. 26, 2010
BC-705W	PA TYPE LOW BRIDGE BARRIER WISC. DETAILS	12	OCT. 26, 2010	BC-757W	STEEL GILE TIP REINFORCEMENTS & DETAILS	3	OCT. 26, 2010
BC-711W	ALUMINUM PROTECTIVE BARRIER	4	OCT. 26, 2010	BC-762W	TOOTH EXPANSION DAM FOR PRESTRESSED CONCRETE & STEEL BEAM BRIDGES	7	OCT. 26, 2010
BC-712W	THREE BEAM TO PA BRIDGE BARRIER TRANSITION CONNECTION	2	OCT. 26, 2010	BC-766W	PREFORMED NEOPRENE COMPRESSION SEAL JOINT FOR ASPHALT SLABS	2	OCT. 26, 2010
BC-713W	PA BRIDGE BARRIER - MISCELLANEOUS DETAILS	13	OCT. 26, 2010	BC-767W	NEOPRENE STRIP SEAL DAM FOR PRESTRESSED CONCRETE & STEEL I-BEAM BRIDGES	6	OCT. 26, 2010
BC-716W	ALUMINUM PEDESTRIAN RAILING	2	OCT. 26, 2010	BC-772W	PRESTRESSED CONCRETE BEAM BRACING	5	OCT. 26, 2010
BC-718W	ALTERNATE RAILING DETAILS	1	OCT. 26, 2010	BC-775W	MISCELLANEOUS PRESTRESS DETAILS	3	OCT. 26, 2010
BC-719W	TEMPORARY CONCRETE BARRIER, STRUCTURE MOUNTED	8	OCT. 26, 2010	BC-776W	GROUND MOUNTED SOUND BARRIERS PRECAST CONCRETE PANELS	7	OCT. 26, 2010
BC-720W	ALUMINUM OR STEEL BRIDGE HAND RAILING	1	OCT. 26, 2010	BC-777W	GROUND MOUNTED SOUND BARRIERS PRECAST CONCRETE POSTS	12	OCT. 26, 2010
BC-721W	ELECTRICAL DETAILS	2	OCT. 26, 2010	BC-778W	GROUND MOUNTED SOUND BARRIERS STEEL POSTS	10	OCT. 26, 2010
BC-722W	LIGHTING POLE ANCHORAGE	2	OCT. 26, 2010	BC-779W	STEEL MOUNTED SOUND BARRIER WALLS	9	OCT. 26, 2010
BC-723W	BRIDGE ANTI-ICING SYSTEM	10	OCT. 26, 2010	BC-780W	OFFSET SOUND BARRIER WALLS	8	OCT. 26, 2010
BC-731W	CEMENT CONCRETE SLOPE WALL	1	OCT. 26, 2010	BC-781W	RANDOM STONE SLOPE WALL	1	OCT. 26, 2010
BC-732W	PERMANENT METAL DECK FORMS	4	OCT. 26, 2010	BC-782W	GABION SLOPE WALL DETAILS	1	OCT. 26, 2010
BC-734W	ANCHOR SYSTEMS	3	OCT. 26, 2010	BC-783W	REINFORCED CONCRETE REPAIR	2	OCT. 26, 2010
BC-735W	WALL CONSTN. & EXP. JOINT DETAILS	1	OCT. 26, 2010	BC-788W	TYPICAL WATERPROOFING AND EXPANSION DETAILS	11	OCT. 26, 2010
BC-736W	REINFORCEMENT BAR FABRICATION DETAILS	3	OCT. 26, 2010	BC-794W	UTILITY ATTACHMENT & SUPPORT DETAILS, PRESTRESSED BRIDGES	1	OCT. 26, 2010
BC-739W	PIPE EXPANSION BARRIER TO GUIDE RAIL TRANSITION	2	OCT. 26, 2010	BC-795W	GENERAL NOTES AND LEGENDS FOR SOIL/ROCK DESCRIPTION	3	OCT. 26, 2010
BC-741W	OVERHEAD SIGN STRUCTURES-CANTILEVER & CENTER-MOUNT STRUCTURES, STRUT LENGTHS UP TO 12 (12' 140")	6	OCT. 26, 2010	BC-798W	MECHANICAL CONNECTION DETAILS	2	OCT. 26, 2010
BC-742W	OVERHEAD SIGN STRUCTURES-TAPERED PIPE STRUCTURES 150A-FROM	6	OCT. 26, 2010	BC-799W	MECHANICALLY STABILIZED EARTH RETAINING WALLS	13	OCT. 26, 2010
BC-743W	OVERHEAD SIGN STRUCTURES-2 POST 9 1/4 TO 24 3/8 (104-FROM	10	OCT. 26, 2010				
BC-744W	OVERHEAD SIGN STRUCTURES-2 POST & 4 POST TRI-ANGLED TRUSS SPANS FROM 18 1/8 TO 13 1/2 (160' TO 240')	12	OCT. 26, 2010				
BC-745W	OVERHEAD SIGN STRUCTURES-4 POST & 4 POST TRI-ANGLED TRUSS SPANS FROM 30 4/8 TO 60 9/8 (1100' TO 200')	10	OCT. 26, 2010				
BC-747W	MONOPIPE SIGN STRUCTURES	5	OCT. 26, 2010				

Click on desired Standard to view

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# Standard Drawings – Traffic

**COMMONWEALTH OF PENNSYLVANIA  
DEPARTMENT OF TRANSPORTATION**



**TRAFFIC CONTROL – PAVEMENT MARKINGS AND SIGNING STANDARDS  
PUBLICATION 111M  
TC-8600 AND TC-8700 SERIES**

**BUREAU OF HIGHWAY SAFETY AND TRAFFIC ENGINEERING**

PUB 111M (5-07) including Changes 1, 2 & 3 MAY 2007

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# Standard Drawings – Traffic

- **TC-8600**
  - Pavement markings
  - Snowplowable raised pavement markers
  - Delineators
- **TC-8700**
  - Highway signing
  - Sign lighting

# Standard Drawings – Traffic

## INDEX OF TRAFFIC CONTROL – PAVEMENT MARKINGS AND SIGNING STANDARDS

<u>STANDARD DRAWING NO.</u>	<u>DATE</u>	<u>DESCRIPTION</u>
■ TC-8600 (11 SHEETS)	JUN. 23, 2009	PAVEMENT MARKINGS (EXPRESSWAY / FREEWAY, CONVENTIONAL, LEGENDS & SYMBOLS)
■ TC-8602 (4 SHEETS)	JUN. 23, 2009	SNOWPLOWABLE RAISED PAVEMENT MARKERS
■ TC-8604 (4 SHEETS)	JUN. 23, 2009	DELINEATION
■ TC-8700C (18 SHEETS)	JUN. 23, 2009	SPACING CHARTS / DIRECT APPLIED LETTERS, NUMERALS & ARROWS
■ TC-8701A (7 SHEETS)	JUN. 23, 2009	ADVANCE SIGNING FOR INTERCHANGES
TC-8701D (9 SHEETS)	MAR. 18, 2008	SIGN DETAILS / FREEWAY & EXPRESSWAY GUIDE SIGNS
TC-8701E (2 SHEETS)	MAY 25, 2007	EXTRUDED ALUMINUM CHANNEL SIGNS
TC-8701P (2 SHEETS)	MAY 25, 2007	FREEWAY & EXPRESSWAY ADVANCE SIGNING FOR PARKING AREAS
TC-8701R (2 SHEETS)	MAY 25, 2007	FREEWAY & EXPRESSWAY ADVANCE SIGNING FOR REST AREAS
TC-8701S (4 SHEETS)	JUL. 18, 2008	FLAT SHEET ALUMINUM SIGNS WITH EXTRUDED ALUMINUM STIFFENERS
TC-8701W (2 SHEETS)	MAY 25, 2007	FREEWAY & EXPRESSWAY ADVANCE SIGNING FOR WELCOME CENTERS
TC-8702A (8 SHEETS)	MAY 25, 2007	POST-MOUNTED SIGNS, TYPE A
TC-8702B (9 SHEETS)	MAY 25, 2007	POST-MOUNTED SIGNS, TYPE B
TC-8702C (2 SHEETS)	MAY 25, 2007	POST-MOUNTED SIGNS, TYPE C
TC-8702D (2 SHEETS)	MAY 25, 2007	POST-MOUNTED SIGNS, TYPE D
TC-8702E (5 SHEETS)	MAY 25, 2007	POST-MOUNTED SIGNS, TYPE E
TC-8710 (1 SHEET)	MAY 25, 2007	DISTANCE MARKERS
TC-8715 (5 SHEETS)	MAY 25, 2007	SIGN LIGHTING
■ TC-8716 (1 SHEET)	JUN. 23, 2009	TYPE 111 BARRICADE
■ TC-8717 (1 SHEET)	JUN. 23, 2009	TEMPORARY PORTABLE SIGN POST, "H" BASE AND "X" BASE

FOR 11/19 MAY 2007 EDITION  
 SEE CHANGE #1 FOR MAR. 18, 2008 STANDARD REVISIONS  
 SEE CHANGE #2 FOR JUL. 18, 2008 STANDARD REVISIONS  
 SEE CHANGE #3 FOR JUN. 23, 2009 STANDARD REVISIONS

# Standard Drawings – Traffic Signal

COMMONWEALTH OF PENNSYLVANIA  
DEPARTMENT OF TRANSPORTATION



pennsylvania  
DEPARTMENT OF TRANSPORTATION

TRAFFIC STANDARDS – SIGNALS  
TC-8800 SERIES

BUREAU OF HIGHWAY SAFETY AND TRAFFIC ENGINEERING

PUB. 148 (10-10)

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## 1.2 – BID PACKAGE STANDARDS

### STRIKE-OFF LETTERS

Lesson 1.2 B.P. Stds – SOL

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# Strike-Off Letters

- Issued by Deputy Secretary & Directors in Highway Administration
- Written change to:
  - Policy
  - Specification
  - Standard

# Strike-Off Letters – Access

home site map help

pennsylvania DEPARTMENT OF TRANSPORTATION **ECMS** ENGINEERING AND CONSTRUCTION MANAGEMENT SYSTEM

Partner Solicitation Engineering Agreements Construction Projects References Work Queue

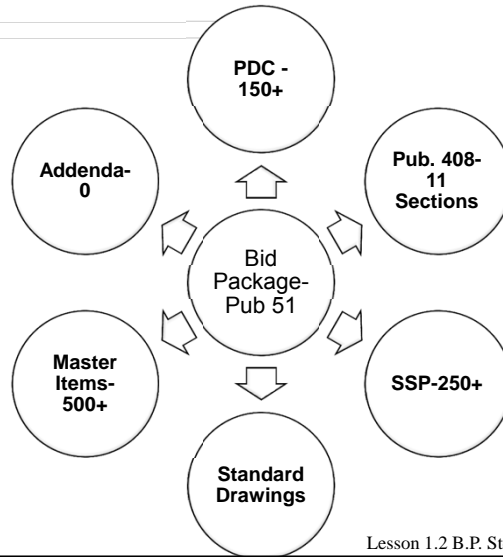
home to PennDOT's Engineering and Construction Management System

- Bulletins
- External Links
- File Cabinet
- PennDOT Systems
- Publications
- Strike-off Letters
- Training Calendar

help? Call the ECMS Help Desk at 717-783-7711

he to the Engineering and Construction Management System. This site provides up-to-date information on PennDOT's construction projects and consultant agreements.

# Bid Package Standards



Lesson 1.2 B.P. Stds – SOL

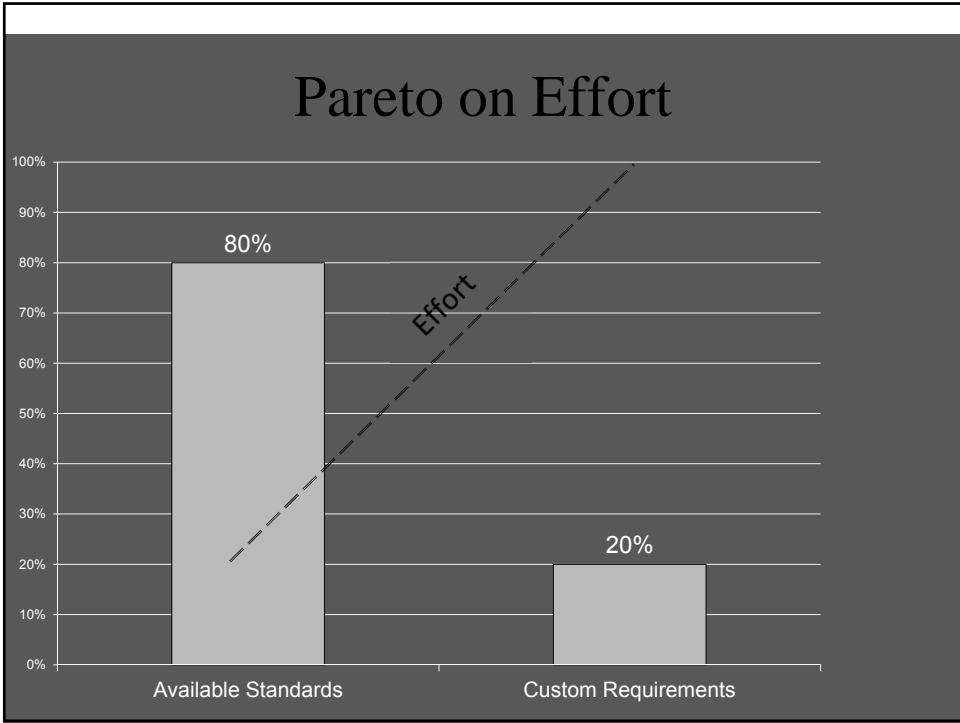
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# Why should you use standards?



Lesson 1.2 B.P. Stds – SOL

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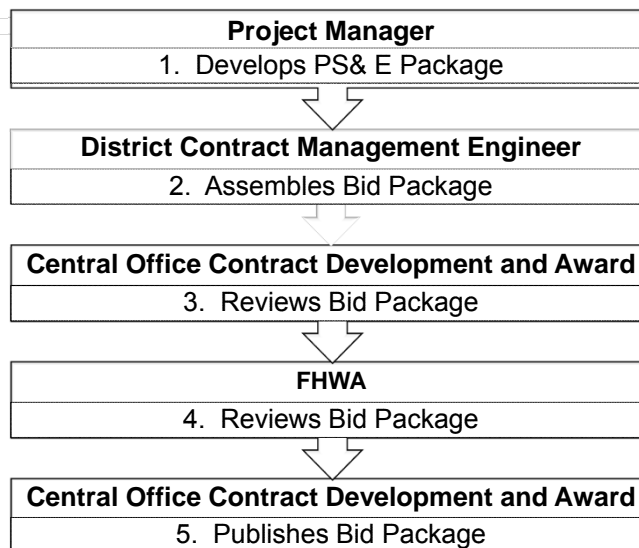
## 1.3 – BUSINESS RULES

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## Basic Rules

- Use as much of Pub. 408 as possible
- Use standard Items as much as possible
- Do not repeat anything
- Use Standard Special Provisions when required
- Be consistent!

## Bid Package Process (Fed. Oversight)



# Bid Package Process

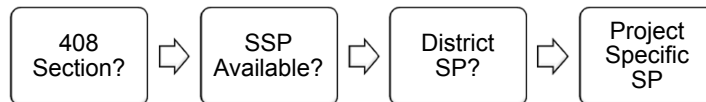
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- **Assembly / Review**

- **Plans**
- **Items**
- **Special Provisions**
- **Estimate**

# Project-Specific Special Provisions

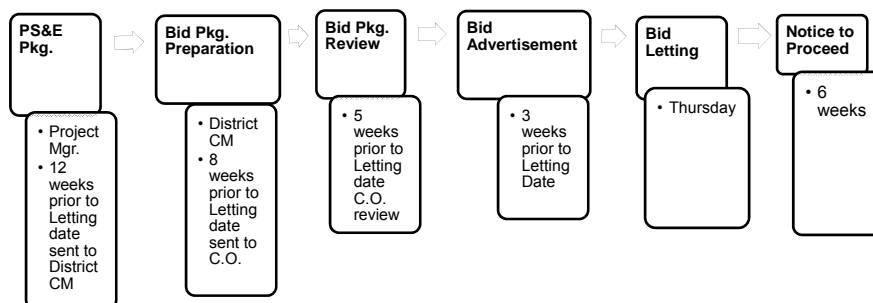
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## Project-Specific Special Provisions

- Use in unique situations
- Develop for non-standard work, material, sequence or others
- Not to personalize

## Project Timeline (minimum durations)





# Project Timeline

Table 9.1 – Project Publish (Advertisement)

Description of project	District Publish	Central Office Publish	
	Actual Advertisement Period	Deadline for submittal of project to Central Office for review	Actual Advertisement Period
Non-Complex *	5 Weeks prior to Let Date	7 Weeks prior to Let Date	5 Weeks
Moderately Complex	N/A	8 Weeks prior to Let Date	6 Weeks
Most Complex and Federal Oversight	N/A	12 Weeks prior to Let Date	7 Weeks

\* minimum 3 week advertisement

# Contract

ECMS Highway Construction Contract 57764

## Contract

Addendum issued subsequent to the printed proposal have been incorporated into the text of this contract and the modified portions are annotated in the contract - e.g., A1, A2 etc.

Incorporated Addenda are As follows:

- Addendum No. 1, A1, dated 07/27/2009
- Addendum No. 2, A2, dated 08/24/2009
- Addendum No. 3, A3, dated 08/27/2009

THIS AGREEMENT, Made this 30 day of September A.D. 2009, between the Commonwealth of Pennsylvania by the Secretary of Transportation, hereinafter called the Commonwealth and \_\_\_\_\_, his, hers, its or their executors, administrators, successors, or assigns, hereinafter called the Contractor.

### WITNESSETH:

1. That the Contractor, for and in consideration of the payment or payments herein specified and agreed to by the Commonwealth, hereby covenants and agrees to furnish and deliver all the materials and to do and perform all the work and labor in the improvement of a certain section of highway at the unit prices bid by said Contractor for the respective estimated quantities aggregating approximately the sum of \_\_\_\_\_ and such other items as are mentioned in the Contractor's original proposal, which proposal and prices named, together with Publication 408/2007-4 - Specifications (as specified in the proposal), are made a part of this contract and accepted as such, also the drawings of the project, prepared and/or approved by the Department of Transportation, which drawings are also agreed by each party as being a part hereof.

2. The location and description being situated as follows:  
This project consists of the rehabilitation of the George Wade Bridge and other miscellaneous construction, all as indicated on the approved drawings included in the Bid Package for STATE ROUTE 0081, SECTION 042, in CUMBERLAND & DAUPHIN COUNTIES, EAST PENNSBORO & SUSQUEHANNA TOWNSHIPS, and the CITY OF HARRISBURG, from Segment 0534/0635 Offset 1047/1295 to Segment 0570/0671 Offset 0427/0226, for an overall project length of 18,125.61 linear feet (3.433 miles).

3. The Contractor further covenants and agrees that all work shall be performed in the best and most workmanlike manner. He also agrees that all materials furnished and labor performed shall be in strict and complete conformity, in every respect, with all parts of this contract and shall be subject to the inspection and acceptance of authorized representatives of the Department of Transportation. In the event that any portion of work (including materials supplied pursuant thereto) performed by the Contractor is rejected by the Department's authorized representatives as defective, unsuitable, or unacceptable, the Contractor agrees to remove and replace all such rejected portions of work in conformance with this contract and to the satisfaction of and at no expense to the Department. The Contractor further covenants that prompt payment will be made in full for all labor and materials used in the performance of work on this project.

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## **1.4 – ROLES AND RESPONSIBILITIES**

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### District & Central Office

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- **District Project Manager**
- **Designer / Consultant**
- **District Contract Management**
- **Central Office, CDAS**

Lesson 1.4 Roles & Resp.

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## Project Manager

---

- **Responsible for:**
  - Entire project
  - Point of contact
  - Project design team
  - Policies conformance
  - PS & E package



Lesson 1.4 Roles & Resp.

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## Designer / Consultant

---

- **Responsible for:**
  - PS & E package preparation
  - Construction schedule development



Lesson 1.4 Roles & Resp.

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# District Contract Management

- **Responsible for:**
  - PS & E package review
  - Bid Package assembly
- **Expects information to be accurate**

# Contract Development & Award Section



## Contract Development & Award Section

---

- **Responsible for:**
  - **QC / QA of Bid Package**
  - **Random PS & E check**
  - **DBE goals / MPL**
  - **Advertisement**
  - **Addenda**
  - **Estimates**
  - **Bid Lettings**

Lesson 1.4 Roles & Resp.

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## Contract Development & Award Section

---

- **Expects Bid Package is:**
  - **Accurate**
  - **Complete**
  - **Consistent**
  - **Biddable**

Lesson 1.4 Roles & Resp.

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## Importance of Accuracy

---

- **Accurate bidding**
- **Equal chances**
- **Bid comparison**
- **Within budget**
- **Clear construction management**



## Impact of Errors

---

- **FHWA can withdraw funding**
- **Construction work orders cost \$**
- **Claims/disputes**
- **Other agencies can withdraw permits**

## Summary

---

- **What are the contents of a Bid Package?**
- **What should you use to ensure Bid Package accuracy?**

## Summary

---

- **Who is responsible for:**
  - **PS & E package?**
  - **Bid Package assembly?**
  - **Bid Package QC?**





## LESSON 2 – PLANS

---

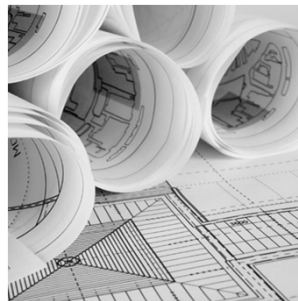
97

### What are Project Plans?

---

- **Approved drawings for project construction that show:**

- **Location**
- **Quantities of work**
- **Layouts**
- **Profiles**
- **Other**



Lesson 2 - Plans

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## Topics Addressed

---


- **2.1 – Roadway Plans**
- **2.2 – Supplemental Plans**

## 2.1 – ROADWAY PLANS

# Roadway Plans

- Title Sheet
- Index Sheet
- Typical Sections & Details
- Summary and Tab Sheets
- Plan Sheets

# Roadway Plans – Title Sheet

PLAN PREPARATION PROJECT MANAGER — MICHAEL BEILER DESIGNER — ADAM BRUCE		FEDERAL PROJECT NO. T091-117-G-010 DISTRICT COUNTY TOWNSHIP PERRY SEVILLE SHEET NO. SHEET TOTAL SHEETS 47	
COMMONWEALTH OF PENNSYLVANIA  DEPARTMENT OF TRANSPORTATION DRAWINGS FOR CONSTRUCTION OF STATE ROUTE 0074 SECTION 040 IN PERRY COUNTY FROM STA. 9+70 TO STA. 225+29 LENGTH 21,169 FT., 4.00 MI. FROM SEG. 0250 OFFSET 2623 TO SEG. 0350 OFFSET 0523			
DESIGN DESIGNATION ROADWAY CLASSIFICATION — RURAL MAJOR COLLECTOR DESIGN SPEED — 40 — 55 MPH PARKWAY WIDTH — 20' — 22' SHOULDER WIDTH — 10' — 8' LIVE		TRAFFIC DATA CURRENT A.D.T. — 1100 — 1200 DESIGN YEAR A.D.T. — 1200 — 1300 D.N.A. — 500 S — 0.5 T — 0.5	
PLANS PREPARED BY MICHAEL BEILER DESIGNER ADAM BRUCE CHECKED BY MICHAEL BEILER DATE 1/15/2019 REVIEWED BY MICHAEL BEILER DATE 1/15/2019 APPROVED BY MICHAEL BEILER DATE 1/15/2019		ALSO INCLUDED: SIGNING AND PAVEMENT MARKING PLAN — 2 SHEETS EROSION AND SEDIMENT POLLUTION CONTROL PLAN — 7 SHEETS	

# Roadway Plans – Title Sheet

- FPN Included
- ECMS Number Listed

FEDERAL PROJECT NO. X031-217-H120

B00	DISTRICT	COUNTY	TOWNSHIP	BOROUGH	ROUTE	SECTION	TOTAL SHEETS	
	3-0	COLUMBIA	SOUTH CENTRE MIFFLIN SCOTT		80	078	106	
	STATE PROJECT NUMBER							
T/P	SYS	NO	SPUR	PHA	SECTION	ORG.		PRG.
P	1	0 0 0 8 0	0	7	0 7 8	0 3 1 0	3 6 2	1

MPMS/ECMS NO 5645

# Roadway Plans – Title Sheet

- All Supplemental Plans Listed

ALSO INCLUDED :

TRAFFIC CONTROL PLAN	156 SHEETS
SIGNING AND PAVEMENT MARKING PLAN	37 SHEETS
EROSION AND SEDIMENT POLLUTION CONTROL PLAN	27 SHEETS
HIGHWAY LIGHTING PLAN	29 SHEETS
STRUCTURE PLANS	
(S-29186)	21 SHEETS
(S-29187)	93 SHEETS
(S-29188)	94 SHEETS
(S-29189)	12 SHEETS
(S-29190)	46 SHEETS
(S-29191)	12 SHEETS
(S-29192)	39 SHEETS
(S-29192A)	3 SHEETS
CROSS SECTIONS	274 SHEETS
EXISTING STRUCTURE PLANS	
(S-14167)	4 SHEETS
(S-17782)	15 SHEETS
(S-18960)	5 SHEETS
(S-18989)	5 SHEETS
(S-5126)	8 SHEETS
(S-5126A)	7 SHEETS
(S-5126B)	15 SHEETS
(S-5273A)	10 SHEETS
(S-5274)	2 SHEETS
(S-5275)	7 SHEETS
(S-5276-A)	7 SHEETS

# Roadway Plans – Title Sheet

## ● Station & Segment Offset Match

STATE ROUTE 80 SECTION 078

IN COLUMBIA COUNTY,

FROM WB STA 411+00.00 TO WB STA 832+00.00 LENGTH 20,550.00 FT 3.892 MI

FROM SEG 2355 OFFSET 1954 TO SEG 2435 OFFSET 2450

FROM EB STA 415+00.00 TO EB STA 777+00.00

FROM SEG 2354 OFFSET 2281 TO SEG 2424 OFFSET 2249

ALSO

STATE ROUTE 8006

STATE ROUTE 8008

PUC APPLICATION DOCKET NO A-2009-2114409

Lesson 2.1 Rdwy Plans

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# Roadway Plans – Title Sheet

## ● Design Designation Matches

### DESIGN DESIGNATION

HIGHWAY CLASSIFICATION — RURAL INTERSTATE  
DESIGN SPEED — 70 MPH  
PAVEMENT WIDTH — 2 @ 24'  
SHOULDER WIDTH — 12'-0" OUTSIDE  
— 8'-0" INSIDE  
MEDIAN — VARIES 43' TO 136'

### TRAFFIC DATA


CURRENT ADT — 33,600 (2010)  
DESIGN YEAR ADT — 70,348 (2035)  
DHV — 7,035  
D — 55%  
T — 31%

Lesson 2.1 Rdwy Plans

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# Roadway Plans – Title Sheet

- Signed and Dated
- PE Seal and Signature Included

<p>PREPARED BY: GANNETT FLEMING, INC PO BOX 57100 HARRISBURG, PA 17106-7100</p>  <p>WILLIAM T. GUY REG PROF ENGINEER <i>William T. Guy</i> 03-25-2010 DATE</p>	<p>RECOMMENDED DATE: <i>March 31, 2010</i> <i>Andrea T. Beda</i> DISTRICT EXECUTIVE</p> <p>RECOMMENDED DATE: <i>5/6/10</i> <i>Scott Christy</i> DEPUTY SECRETARY</p> <p>APPROVED DATE: <i>5/6/10</i> <i>Alan D. Bihler</i> SECRETARY OF TRANSPORTATION (ON BEHALF OF THE GOVERNOR AS WELL AS HIMSELF)</p>
---	---

Lesson 2.1 Rdwy Plans

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# Roadway Plans – Title Sheet

- Combined Projects

## INDEX OF PLANS

COMBINATION PLAN	2 SHEETS
SR 0036 SEC 07B	3 SHEETS
ALSO INCLUDED:	
EXISTING ROADWAY PLAN SR 0036 SEC. 02M	12 SHEETS
EXISTING ROADWAY PLAN SR 0053 SEC. 015	9 SHEETS
STRUCTURE PLAN S-29881C	5 SHEETS
EXISTING STRUCTURE PLAN S-1373	3 SHEETS
EXISTING STRUCTURE PLAN S-13479	3 SHEETS
SR 0056 SEC 26B	3 SHEETS
ALSO INCLUDED:	
EXISTING ROADWAY PLAN SR 0056 SEC. 010	63 SHEETS
STRUCTURE PLAN S-29921C	5 SHEETS
EXISTING STRUCTURE PLAN S-17542	22 SHEETS
SR 9900 SEC BP5	10 SHEETS
EXISTING STRUCTURE PLAN S-24840	10 SHEETS
EXISTING STRUCTURE PLAN S-17315	26 SHEETS
EXISTING STRUCTURE PLAN S-21541	53 SHEETS
EXISTING STRUCTURE PLAN S-14962A	27 SHEETS
EXISTING STRUCTURE PLAN S-26357	22 SHEETS
EXISTING STRUCTURE PLAN S-26205	12 SHEETS
EXISTING STRUCTURE PLAN S-14878	29 SHEETS
EXISTING STRUCTURE PLAN S-17455	31 SHEETS

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# Roadway Plans – Title Sheet

## ● Design-Build Projects

ALSO INCLUDED:

CONCEPTUAL TRAFFIC CONTROL PLAN	5 SHEETS
CONCEPTUAL EROSION AND SEDIMENT POLLUTION CONTROL PLAN	3 SHEETS
CONCEPTUAL STRUCTURE PLANS S-29968C	4 SHEETS
CONCEPTUAL CROSS SECTIONS	8 SHEETS

# Roadway Plans – Index Sheet

## ● Sheet Index Block

SHEET INDEX	
DESCRIPTION	SHEET
TITLE SHEET	1
INDEX MAP	2 - 3
LOCATION MAP AND GENERAL NOTES	4 - 5
RECORD OF EXISTING ROAD TYPES	6 - 8
PROJECT COORDINATES	9 - 10
REFERENCE CIRCLES	11 - 12
TRAVERSE COORDINATES	13
HORIZONTAL CURVE DATA	14 - 15
INTERCHANGE GEOMETRY SHEETS	16 - 17
TYPICAL SECTIONS	18 - 23
DETAILS	24 - 31
SUMMARY SHEETS	32 - 36
TABULATION SHEETS	37 - 66
PLAN AND PROFILE SHEETS	67 - 106
SUPPLEMENTAL PLANS	
TRAFFIC CONTROL PLAN	156 SHEETS
SIGNING AND PAVEMENT MARKING PLAN	37 SHEETS
EROSION AND SEDIMENT POLLUTION CONTROL PLAN	27 SHEETS
HIGHWAY LIGHTING PLAN	29 SHEETS
STRUCTURE PLANS	
(S-29186)	21 SHEETS
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(S-5274)	2 SHEETS
(S-5275)	7 SHEETS
(S-5276-A)	7 SHEETS

# Roadway Plans – Index Sheet

## ● Public Utilities List

### LIST OF PUBLIC UTILITIES

AT&T  
1023 MADISON AVE  
SCRANTON, PA 18510  
PHONE: 570-212-0771  
ATTN: DAVE MUFFETT

BERWICK AREA JOINT SEWER AUTHORITY  
1108 FREAS AVENUE  
BERWICK, PA 18603  
PHONE: 570-752-8477  
ATTN: GLORIA BOBERSKY

FRONTIER COMMUNICATIONS  
120 CTE DRIVE  
DALLAS, PA 18612  
PHONE: 570-542-7116  
ATTN: ROB JANUSZKO

METRO CAST  
911 NORTH MARKET STREET  
BERWICK, PA 18603  
PHONE: 570-802-5642 EXT. 1199  
ATTN: DAVE KAY

PPL ELECTRIC UTILITIES CORPORATION  
TWO NORTH NINTH STREET  
GENNS  
ALLENTOWN, PA 18101-1179  
PHONE: 610-774-6287  
ATTN: KIM FLOWERS

SERVICE ELECTRIC CABLE TV, INC.  
500 GRANT STREET  
SUNBURY, PA 17801  
PHONE: 570-286-9662  
ATTN: DWIGHT WALTER

UGI PENN NATURAL GAS, INC.  
1 PEI CENTER  
WILKES-BARRE, PA 18711-0601  
PHONE: 570-829-8774  
ATTN: TONY LAFRATTE

VERIZON PENNSYLVANIA, INC.  
P.O. BOX 170  
11 BRIDGE ROAD  
BLOOMSBURG, PA 17815  
PHONE: 570-381-3172  
ATTN: ROB JAWORSKI

THREE WORKING DAYS PRIOR TO EXCAVATION, THE CONTRACTOR MUST CONTACT THE PA ONE CALL SYSTEM, INC. PHONE: 1-800-242-1776  
SERIAL NO. 20092931821 SOUTH CENTRE TOWNSHIP  
SERIAL NO. 20092531822 WIFEL TOWNSHIP  
SERIAL NO. 20092931767 SCOTT TOWNSHIP

Lesson 2.1 Rdwy Plans

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# Roadway Plans – General Notes

### GENERAL NOTES

- Verify ROW
- Review notes
- Verify Pub. 408 reference
- Verify Standard Drawings

THE LEGAL RIGHT OF WAY ON S.R. 0074, FORMERLY KNOWN AS LR 191, IS 33 FEET IN WIDTH FROM STA. 9+70 TO STA. 71+34 IN PERRY COUNTY, BASED ON RECORDS IN OFFICE OF CLERK OF COURTS, PERRY COUNTY, REVIEW OF JANUARY 1839, QUARTER SESSIONS DOCKED C, PG 31.

THE LEGAL RIGHT OF WAY ON S.R. 0074, FORMERLY KNOWN AS LR 191, IS 56.5 FEET IN WIDTH FROM STA. 71+34 TO STA. 73+34 IN PERRY COUNTY, BASED ON PLAN FOR LR 191 SEC. 599, SIGNED BY GOVERNOR RICHARD L. THORNBURGH, DATED JANUARY 2, 1985.

THE LEGAL RIGHT OF WAY ON S.R. 0074, FORMERLY KNOWN AS LR 191, IS 33 FEET IN WIDTH FROM STA. 73+34 TO STA. 140+80 IN PERRY COUNTY, BASED ON RECORDS IN OFFICE OF CLERK OF COURTS, PERRY COUNTY, REVIEW OF JANUARY 1839, QUARTER SESSIONS DOCKED C, PG 31.

THE LEGAL RIGHT OF WAY ON S.R. 0074, FORMERLY KNOWN AS LR 191, IS VARIABLE IN WIDTH FROM STA. 140+80 TO STA. 143+55 IN PERRY COUNTY, BASED ON PLAN FOR S.R. 0074 SECTION 005 R/W AND RECORDED IN PERRY COUNTY COURTHOUSE IN PLAN BOOK 37, PAGE 100, DATED AUGUST 9, 1991, AND REVISED ON OCTOBER 21, 1991, AND RECORDED IN PERRY COUNTY COURTHOUSE IN PLAN BOOK 38, PAGE 12, DATED OCTOBER 30, 1991.

THE LEGAL RIGHT OF WAY ON S.R. 0074, FORMERLY KNOWN AS LR 191, IS 33 FEET IN WIDTH FROM STA. 143+55 TO STA. 225+29 IN PERRY COUNTY BASED ON RECORDS IN OFFICE OF CLERK OF COURTS, PERRY COUNTY, REVIEW OF JANUARY 1839, QUARTER SESSIONS DOCKED C, PG 31.

DO NOT INTERFERE WITH OPERATION OF ANY FIRE HYDRANT, FIRE CALL BOX, OR POLICE CALL BOX.

HORIZONTAL CONTROL IS BASED ON ASSUMED COORDINATES, MAGNETIC NORTH.

CONSTRUCT PROJECT IN ACCORDANCE WITH PUBLICATION 408 SPECIFICATIONS, DATED APRIL, 2007.

DETAILS, OTHER THAN THOSE INDICATED, ARE ON THE FOLLOWING STANDARD DRAWINGS:

RC-10M	APR. 15, 2004	RC-39M	APR. 15, 2004
RC-25M	MAR. 30, 2006	RC-50M	MAR. 30, 2006
RC-29M	MAR. 30, 2006	RC-52M	MAR. 30, 2006
RC-30M	MAR. 30, 2006	RC-70M	APR. 15, 2004
RC-31M	MAR. 30, 2006	TC-8600	MAY 25, 2007
RC-33M	MAR. 30, 2006	TC-8604	MAY 25, 2007
RC-34M	MAR. 30, 2006	TC-8700	MAY 25, 2007

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# Roadway Plans – Index Sheet

## • Earthwork Summary

### EARTHWORK SUMMARY ENTIRE PROJECT

THE INFORMATION ON ESTIMATED AMOUNTS OF EARTHWORK HAS BEEN USED IN THE PRELIMINARY ESTIMATE. DO NOT USE AS A WAIVER OF ANY PROVISIONS OF THE SPECIFICATIONS AND CONTRACTS.

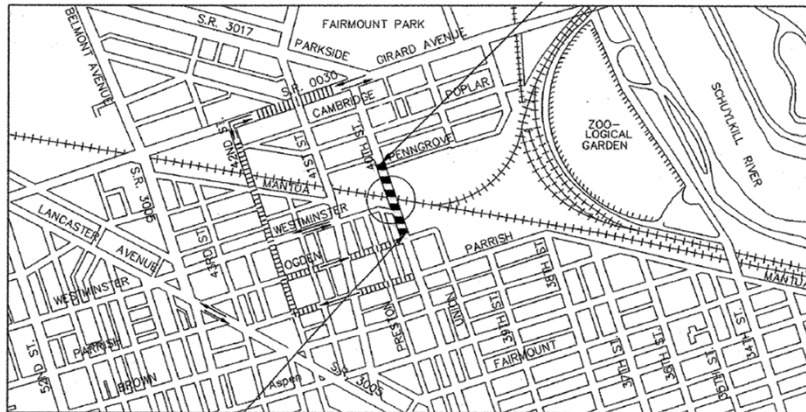
CUBIC YARDS OF EXCAVATION						CUBIC YARDS OF COMPLETED EMBANKMENT	CUBIC YARDS OF UNSUITABLE MATERIAL	CUBIC YARDS OF FOREIGN BORROW EXCAVATION	CUBIC YARDS OF SELECTED BORROW EXCAVATION, STR. BACKFILL MODIFIED	CUBIC YARDS OF GRANULAR EMBANKMENT	CUBIC YARDS OF WASTE		
CLASS 1	CLASS 1B	CLASS 2	CLASS 3	CLASS 4	CLASS 1 MODIFIED	CLASS 3 EXCAVATION SPECIAL	1995 ■	213894	109232 ●	43269 +	1240 ▲■	734	310582
251243 ▲+■	4686	3810	16037 ▲■	601	63227	1995 ■	213894	109232 ●	43269 +	1240 ▲■	734	310582	
NO. 1 COARSE AGGREGATE	NO. 2A COARSE AGGREGATE	NO. 57 COARSE AGGREGATE	ROCK, CLASS R-3 (CY)	ROCK, CLASS R-5 (CY)	CUBIC YARDS OF SELECTED BORROW EXCAVATION, ROCK, CLASS R-3	CUBIC YARDS OF SELECTED BORROW EXCAVATION, ROCK, CLASS R-4	CUBIC YARDS OF SELECTED BORROW EXCAVATION, ROCK, CLASS R-8	CUBIC YARDS OF SELECTED BORROW EXCAVATION, DURABLE ROCK	CUBIC YARDS OF SELECTED BORROW EXCAVATION, SPECIFIED BACKFILL	RANDOM STONE SLOPE WALL	CUBIC YARDS OF FINE AGGREGATE SAND-TYPE A	CUBIC YARDS OF GRANULAR MATERIAL	
336	82 ▲■	106 ●▲	1264	54	17175 +	411	77910 +	34898	5016 ▲	113 ▲■	42 ▲	242 ▲	

NOTES:  
 QUANTITIES DO NOT ACCOUNT FOR SHRINK/SWELL FACTORS.  
 + INCLUDES LUMP SUM TEMPORARY ACCESS ROADS  
 ● INCLUDES LUMP SUM TEMPORARY STREAM CROSSING  
 ■ INCLUDES ALL BORROW AND ROCK ITEMS. INCLUDES ALL FOREIGN BORROW, SELECTED BORROW EXCAVATION, ROCK, AND EMBANKMENT.  
 ▲ INCLUDES LUMP SUM STRUCTURE ITEMS  
 ▲ INCLUDES STRUCTURE ITEMS  
 ■ SELECTED BORROW EXCAVATION, STRUCTURAL BACKFILL MODIFIED:  
 300 CY FROM S-29187  
 600 CY FROM S-29188  
 18 CY FROM S-29189  
 27 CY FROM 29191  
 295 CY FROM S-29192  
 ■ INCLUDES CLASS 3 EXCAVATION SPECIAL AND UNSUITABLE MATERIAL

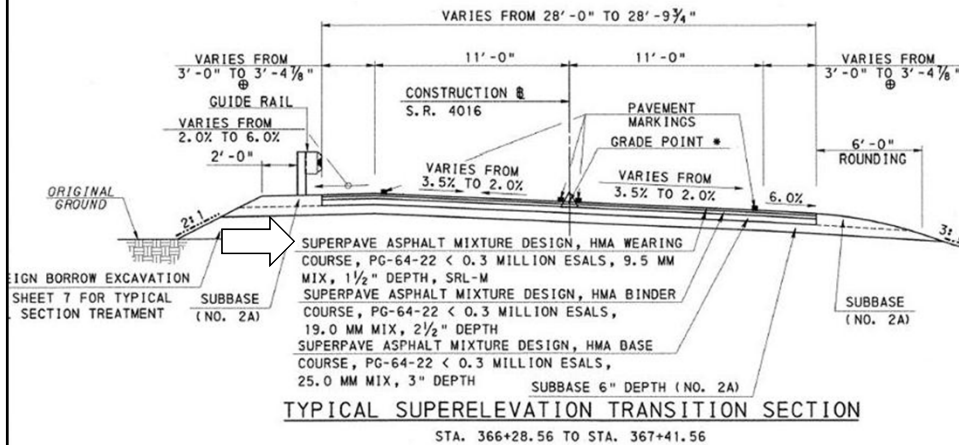


# Roadway Plans – Index Sheet

## • Railroads



# Roadway Plans – Typical Sections and Details



# Roadway Plans – Typical Sections and Details

- Typical Pavement Sections
- Special Provisions
- Constructibility

# Roadway Plans – Summary Sheet

Qty	Item #	Description	Sheet #
<b>SUMMARY</b>			
♦ - SEE SPECIAL PROVISIONS			
QUANTITY	ITEM NO	DESCRIPTION	FOR TAB SEE SHEET
	UNIT		
348	0203 0001 CY	CLASS 1 EXCAVATION	7
261	0205 0200 CY	SELECTED BORROW EXCAVATION	7
261	0212 0015 SY	GEOTEXTILE, CLASS 4, TYPE B	7
	0808 0001 LS	MOBILIZATION	NO TAB
	0888 0051 LS	CONSTRUCTION SURVEYING, TYPE D	NO TAB
	0889 0002 LS	NETWORK SCHEDULE	NO TAB
87	0703 0020 CY	NO. 1 COARSE AGGREGATE	7
	4901 0001 LS	MAINTENANCE AND PROTECTION OF TRAFFIC DURING CONSTRUCTION MODIFIED	NO TAB

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# Roadway Plans – Tab Sheets

TABULATION OF QUANTITIES  
TYPE 1 AND TYPE 2 SUBGRADE UNDERCUT

CLASS 1 EXCAVATION		SELECT BORROW EXCAVATION		GEOTEXTILE, CLASS 4, TYPE B		NO. 1 COARSE AGGREGATE		REMARKS	STATIONS	ROUTE
0203 0001 CY	0205 0200 CY	0212 0015 SY	0703 0020 CY	ITEM NUMBER	UNIT	ITEM NUMBER	UNIT			
87		261	87					TYPE 1 SUBGRADE UNDERCUT DETAIL	AS DIRECTED	S. R. 0018
261	241							TYPE 2 SUBGRADE UNDERCUT DETAIL	AS DIRECTED	
348	241	261	87					TOTAL		

NOTE:  
SEE SHEET 5 OF 9 FOR TYPE 1 AND TYPE 2 SUBGRADE UNDERCUT DETAILS



## Roadway Plans – Plan Sheets

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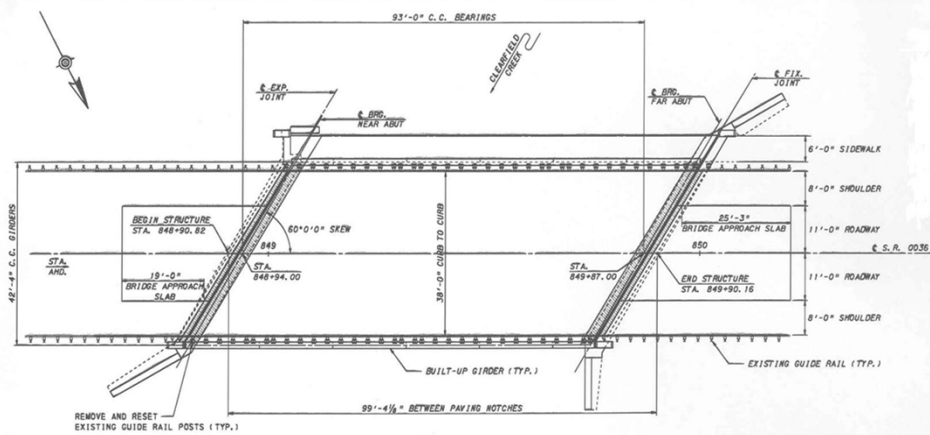
- **Right-of-Way and Easements**
- **Notes**
- **Constructibility of Plan**

## 2.2 – SUPPLEMENTAL PLANS

# Supplemental Plans

- Structure
- Traffic Control
- Erosion & Sedimentation Control
- Traffic Signal
- Utility Relocation

# Supplemental Plans – Structures



## Supplemental Plans – Structures

TABULATION OF BRIDGE BID ITEMS & APPROXIMATE QUANTITIES							
QUANTITY	ITEM NUMBER UNIT	INFORMAL QUANTITY & UNIT	DESCRIPTION	ABUT 1	ABUT 2	SUPER-STRUCTURE	MOMENT SLABS
EITHER LS	8010-0090 LS		BRIDGE STRUCTURE, AS DESIGNED, S-29190 (1)				
		150 CY	HIGH PERFORMANCE CONCRETE - SUPERSTRUCTURE (1X3X9)	--	--	133	17
		72 CY	CLASS AA CEMENT CONCRETE (9)	3	3	9	57
		72 CY	CLASS A CEMENT CONCRETE	36	36	--	--
		4 LS	STEEL BEAM TEST PILES, HP 10x57 (6)	2 @ 67'	2 @ 67'	--	--
		59 SY	PROTECTIVE COATING FOR REINFORCED CONCRETE SURFACES (EPOXY RESIN) (5)	--	--	59	--
		691 SY	PROTECTIVE COATING FOR REINFORCED CONCRETE SURFACES (PENETRATING SEALERS, REINF. CONC. SUBSTRUCTURE) (4)	279	295	--	117
		60 SY	MEMBRANE WATERPROOFING SYSTEM INSTALLED ON OTHER SURFACES	30	30	--	--
		308 LF	PRESTRESSED CONCRETE SPREAD BOX BEAMS, 48"x36"	--	--	308	--

Lesson 2.2 Supp. Plans 125

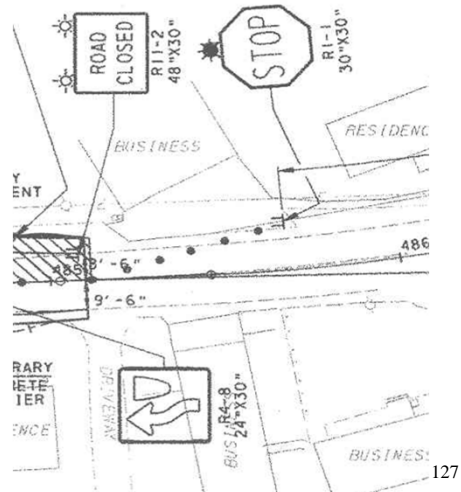
## Supplemental Plans – Structures

Component Items							
Seq	Item	Description	UoM	Quantity	Unit Price	Total	WCC
10		HIGH PERFORMANCE CONCRETE - SUPERSTRUCTURE	CY	150.000			S1
20	1001-0001	CLASS AA CEMENT CONCRETE	CY	72.000			S, S1, S2
30	1001-0010	CLASS A CEMENT CONCRETE	CY	72.000			S, S1, S2
40		STEEL BEAM TEST PILES, HP 10 X 57, ABUTMENT 1, 2 @ 67'	LS	1.000			U
50		STEEL BEAM TEST PILES, HP 10 X 57, ABUTMENT 2, 2 @ 67'	LS	1.000			U
60	1019-0020	PROTECTIVE COATING FOR REINFORCED CONCRETE SURFACES (EPOXY RESIN)	SY	59.000			G1, K2, S2
70	1019-0040	PROTECTIVE COATING FOR REINFORCED CONCRETE SURFACES (PENETRATING SEALERS, REINFORCED CONCRETE SUBSTRUCTURE SURFACES)	SY	691.000			G1, K2, S2
80	0680-0121	MEMBRANE WATERPROOFING SYSTEM INSTALLED ON OTHER SURFACES	SY	60.000			K2, S1
90	1080-0441	PRESTRESSED CONCRETE SPREAD BOX BEAMS, 48" X 36"	LF	308.000			S1

Lesson 2.2 Supp. Plans 126

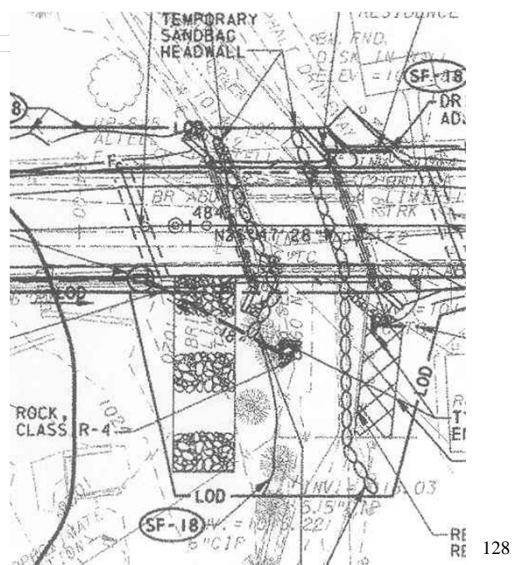
## Supplemental Plans

- **Traffic Control Plan**



## Supplemental Plans

- **Erosion & Sedimentation Control Plan**





# Supplemental Plans

- **Traffic Signal Plan**

TABULATION OF SIGNING QUANTITIES  
INCIDENTAL TO ITEM NO. 9000-6011

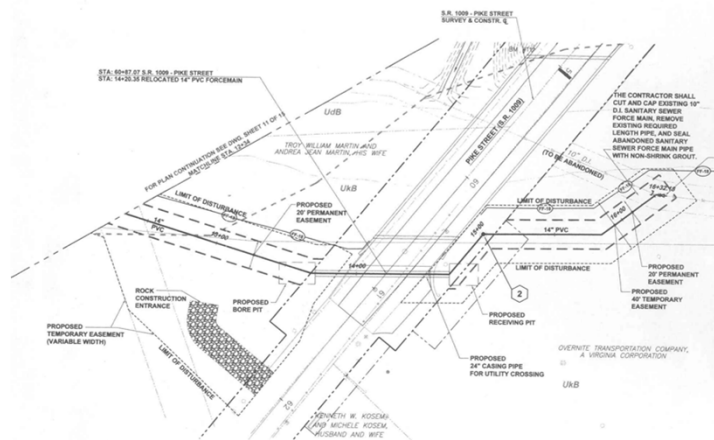
REMARK	POST MOUNTED SIGNS - TYPE B	QUANTITY	SIZE	STANDARD NUMBER	SIDE	STATION	ROUTE / SEGMENT
	3.0		12"X36"	OM-3L	LT	484+02	SR 0018 SEG 0560
	3.0		12"X36"	OM-3R	RT	484+08	
	3.0		12"X36"	OM-3R	LT	484+40	
	3.0		12"X36"	OM-3L	RT	484+52	
	12.0					TOTAL	

Lesson 2.2 Supp. Plans

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# Supplemental Plans

- **Utility Relocation Plan**



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## Summary

---

- **What is on the Title Sheet?**
- **Where do you check for the correct Pub. 408 reference?**

## Summary

---

- **What is the point of Supplemental Sheets?**
- **What are the types of Supplemental Plans?**

## LESSON 3 – DESIGN ITEMS AND FUND CODES

---

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### Topics Addressed

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- **3.1 – Standard Items**
- **3.2 – Modified Items**
- **3.3 – 8000 Items**
- **3.4 – 9000 Items**
- **3.5 – Fund Codes**

FOR MORE INFO...

Review Publication 51, Chapters 1 and 5

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## **3.1 – STANDARD ITEMS**

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### Standard Item Numbers

---

- **Begin with 0 or 1 for English projects; 2 or 3 for Metric projects**
- **Items that can be constructed with information in Pub. 408**
- **May have Special Provision provided it does not:**
  - **Revise measurement of item**
  - **Add or subtract costs to contractor for item**

Lesson 3.1 – Std. Items

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# Standard Item Numbers

**0804-0012 SEEDING AND SOIL SUPPLEMENTS - FORMULA C LB**

**2804-0012 SEEDING AND SOIL SUPPLEMENTS - FORMULA C KG**

**1002-0053 REINFORCEMENT BARS, EPOXY COATED LB**

**3002-0053 REINFORCEMENT BARS, EPOXY COATED KG**

# Master Items

The screenshot displays the ECMS Management System interface. At the top, there is a navigation bar with the Pennsylvania Department of Transportation logo, the ECMS logo, and the text 'ENGINEERING AND CONSTRUCTION MANAGEMENT SYSTEM'. Below this is a menu bar with options like 'Business Partner', 'Solicitation', 'Engineering Agreements', 'Construction Projects', 'References', 'Administration', and 'Work Queue'. The main content area is titled 'COMMON SELECTION - ITEM PREFIX' and shows a table of available records. The table has columns for 'Item Prefix' and 'Item Desc'. The records listed are:

Add	Item Prefix	Item Desc
<input type="checkbox"/>	0201	Cleaning and Grubbing
<input type="checkbox"/>	0202	Total Demolition or Partial Demolition of Buildings and Structures
<input type="checkbox"/>	0203	Class 1, 1A, and 1B Excavation
<input type="checkbox"/>	0204	Class 2, 3, and 4 Excavation
<input type="checkbox"/>	0205	Borrow Excavation
<input type="checkbox"/>	0206	Embankment
<input type="checkbox"/>	0208	Special Rolling
<input type="checkbox"/>	0212	Geotextiles
<input type="checkbox"/>	0213	Temporary Project Air Pollution Control
<input type="checkbox"/>	0214	Sealed Spring/Well
<input type="checkbox"/>	0220	Flowable Backfill
<input type="checkbox"/>	0301	Plain Cement Concrete Base Course

---

## **3.2 – MODIFIED ITEMS**

139

### Modified Item Numbers

---

- **Begin with 4 or 5 for English projects; 6 or 7 for Metric projects**
- **Items that can be constructed with information in Pub. 408**
- **Cannot have revised unit of measure**
- **Require Special Provision describing unique work to project**
- **Cannot change Description other than adding “modified”**

Lesson 3.2 – Mod. Items

140

## Modified Item Numbers

---

**4804-0012 SEEDING AND SOIL SUPPLEMENTS - FORMULA C, MODIFIED LB**

**6804-0012 SEEDING AND SOIL SUPPLEMENTS - FORMULA C, MODIFIED KG**

**5002-0053 REINFORCEMENT BARS, EPOXY COATED, MODIFIED LB**

**7002-0053 REINFORCEMENT BARS, EPOXY COATED, MODIFIED KG**

## 3.3 – 8000 ITEM NUMBERS

---


## 8000 Item Numbers – Structures

- Construction item numbers require Contractor-supplied Component Item Schedule
- As-designed structures require PennDOT-supplied Component Item Schedule
- Specific numbers identify type of structure to be built
- Require a Special Provision
- Unit of measure is Lump Sum

## 8000 Item Numbers – Structures

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DEPARTMENT OF TRANSPORTATION


**ENGINEERING AND CONSTRUCTION MANAGEMENT SYSTEM**

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**DESIGN ITEM SUMMARY**

Project: 5645 Standard / Federal Oversight Advertised

<b>Short Description:</b> 80 Sus River Bridge	<b>SR:</b> 80	<b>Org Code:</b> 0310
<b>County:</b> Columbia	<b>Group ID:</b> Bridge Replacements	<b>Section:</b> 078
<b>District:</b> 03		<b>Municipality:</b> MIFFLIN

**Item Detail**

<p><b>Item:</b> 8010-0080</p> <p><b>Addendum:</b> 0</p> <p><b>Innovative Bidding:</b></p> <p><b>Alternate Code:</b> E</p> <p><b>Unit of Measure:</b> Lump Sum</p> <p><b>Description:</b> BRIDGE STRUCTURE, AS DESIGNED, S-29190</p> <p><b>Modified Description:</b></p> <p><b>Unit Price:</b></p> <p><b>Item Total:</b></p> <p><b>Diesel:</b> No</p> <p><b>Stored Materials:</b> Not Eligible for Stored Materials PrePayments</p> <p><b>Percent of Maintenance:</b> 0.00</p> <p><b>S-Drawing Number:</b> 29190</p> <p><b>PennDOT CIS Required:</b> Yes</p>	<p><b>Item Type:</b> Lump Sum</p> <p><b>Addendum Action:</b></p> <p><b>Design Number:</b> 52</p> <p><b>Predetermined Price:</b> No</p> <p><b>Quantity:</b> 1.000</p> <p><b>Asphalt:</b> No</p> <p><b>Special Provision:</b> Std</p> <p><b>BMS Structure Id:</b> 19008024150000</p> <p><b>Contractor CIS Required:</b> Yes</p>
---	---



# 8000 Item Numbers – Structures

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Seq	Item	Description	UoM	Quantity	Unit Price	Total	WCC
10		HIGH PERFORMANCE CONCRETE - SUPERSTRUCTURE	CY	150.000			S1
20	1001-0001	CLASS AA CEMENT CONCRETE	CY	72.000			S, S1, S2
30	1001-0010	CLASS A CEMENT CONCRETE	CY	72.000			S, S1, S2
40		STEEL BEAM TEST PILES, HP 10 X 57, ABUTMENT 1, 2 @ 67'	LS	1.000			U
50		STEEL BEAM TEST PILES, HP 10 X 57, ABUTMENT 2, 2 @ 67'	LS	1.000			U
60	1019-0020	PROTECTIVE COATING FOR REINFORCED CONCRETE SURFACES (EPOXY RESIN)	SY	59.000			G1, K2, S2
70	1019-0040	PROTECTIVE COATING FOR REINFORCED CONCRETE SURFACES (PENETRATING SEALERS, REINFORCED CONCRETE SUBSTRUCTURE SURFACES)	SY	691.000			G1, K2, S2
80	0680-0121	MEMBRANE WATERPROOFING SYSTEM INSTALLED ON OTHER SURFACES	SY	60.000			K2, S1
90	1080-0441	PRESTRESSED CONCRETE SPREAD BOX BEAMS, 48" X 36"	LF	308.000			S1

Lesson 3.3 – 8000 Items

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# 3.4 – 9000 ITEM NUMBERS

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## 9000 Item Numbers – Non-Standard

- **Require Special Provision**
- **Review following attributes:**
  - **Unit of Measure**
  - **Work Class Codes**
  - **Pre-determined Price**

## 9000 Item Numbers – Unit of Measure

9866-0002 Linear Foot 113.000 TEMPORARY DIVERSION BARRIER M2

**ITEM 9866-0002 - TEMPORARY DIVERSION BARRIER**  
Provision Body:

**DESCRIPTION** - This work is the furnishing, placing, maintaining, and removing temporary barriers.

**MATERIAL** -

Precast Concrete Median Barrier - Section 714

Polyethylene, 6 mil - AASHTO - M171.

Fine Aggregate - Section 703.1.

Bags - Polypropylene or acrylic material.

**CONSTRUCTION** - Construct as indicated on the Construction Plans and as follows:

Maintain the barrier as required to construct the project. Relocate barrier during construction operations as required. Upon notification, remove the barrier, restore the area to its original condition, and suitably dispose of material removed.

**MEASUREMENT AND PAYMENT** - Linear Foot.

## 9000 Item Numbers – Work Class Codes

- 9866-0002 Linear Foot 113.000 TEMPORARY DIVERSION BARRIER M2
  
- Roadside
  - M Landscaping
  - M1 Selective Tree Removal, Trimming
  - M2 Silt Barrier Fence, Gabions, Erosion Control
  - M3 Seeding and Soil Supplements
  - N Building Construction and Related Trades
  - N1 Related Building Trades
- Miscellaneous
  - X Project Preparation and Miscellaneous
  - Z Maintenance Type Services
  - ZZ Specialty Item Prequal Exempt

## 9000 Item Numbers – Non-Standard

The screenshot displays the ECMS interface for item 9956-0703. The header includes the Pennsylvania Department of Transportation logo and navigation links. The main content area is titled 'Item Detail' and contains the following information:

Item: 9956-0703	Item Type: Non Standard
Addendum: 0	Addendum Action:
Innovative Bidding:	Design Number:
Alternate Code:	Predetermined Price: No
Unit of Measure: Lump Sum	Quantity: 1.000
Description: INSTALLATION OF VIDEO DETECTION TRAFFIC ADAPTIVE EQUIPMENT	Asphalt: No
Modified Description:	Special Provision: Proj
Unit Price:	BMS Structure Id:
Item Total:	Contractor CIS Required: No
Diesel: No	
Stored Materials: Not Eligible for Stored Materials PrePayments	
Percent of Maintenance: 0.00	
S.Drawing Number:	
PennDOT CIS Required: No	

Below the item details is a section for 'Work Class Codes':

Work Class	Description
P	Highway/Sign Lighting, Traffic Signal Control
P8	Highway/Sign Lighting Electrical

## Hierarchy of Items

---

- **Items Catalog first**
- **Modified Items**
- **Project-specific Items**

## Items Check

---

- **Compare Design Items to Summary Sheet**
- **Compare Special Provision indicators to Summary Sheet**
- **Verify Item numbers**
- **Check quantity of 4804 Items**
- **Lump Sum items require estimate breakdown**

---

## **3.5 – FUND CODES**

FOR MORE INFO...

**Review Publication 51, Chapter 5, Section F**

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## Fund Codes

---

- **Define categories of work**
- **Allow information to be reported to FHWA**
- **Determine costs for specific elements of project**
- **Represent specific combination of funding**
- **Link to each Design Item**

Lesson 3.5 – Fund Codes

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
# Fund Codes – Name Prefix

FUND CODE NAME PREFIX CHART (Pub. 51, Sec. 5.7)	
CATEGORY OF WORK	PREFIX
Roadway – Federal Funding involved	RDWYF_
Roadway – Local Funding	RDWYL_
Roadway – 100% State	RDWYS_
Structures - Bridge	STRB_S-XXXXX
Structures - Culvert	STRC_S-XXXXX
Structures - Walls	STRW_S-XXXXX
Structures – Tunnels	STRT_S-XXXXX
Structures – Signs	STRS_S-XXXXX
Utilities	UTL_
Construction Engineering	CENG_
Trainees	TRN_
Mobilization	MOB_
Maintenance and Protection of Traffic	MPT_
Design-build design activities – excluding quality assurance by peer review	DES_
Design-build, quality assurance by peer review	DESQA_

Lesson 3.5 – Fund Codes

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# Fund Codes

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**FUND CODE**

Project: 30088      Standard / PENNDOT Oversight Non-NHS      [Design](#)

**Short Description:** PA 218 Ov RR/10 Mile Ck      **Org Code:** 1200  
**County:** Greene      **SR:** 218      **Section:** A10  
**District:** 12      **Group ID:** PA 218 Ov RR/10 Mile Ck      **Municipality:** WAYNESBURG

**Fund**

**Code:** 01  
**Name:** RDWYF\_SR0218 Sect A10  
**Description:** RDWYF\_SR0218 Sect A10

**Fund**

**Code:** 05  
**Name:** MOB\_SR0218 Sect A10  
**Description:** MOB\_SR0218 Sect A10

**Fund**

**Code:** 06  
**Name:** MPT\_SR0218 Sect A10  
**Description:** MPT\_SR0218 Sect A10

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## Fund Codes – Roadway Items

---

- **RDWYF\_**
  - Mainline roadway items with federal funding
- **RDWYS\_**
  - 100% State funded items on Federal-Aid project
  - Mainline roadway items with state funding
- **RDWYL\_**
  - Work funded by local funds

## Fund Codes – Structures

---

- Each structure requires fund code
- Name prefix identifies type of structure and also includes structure number
- Name Prefixes are:
  - **STRB\_**
  - **STRC\_**
  - **STRW\_**
  - **STRT\_**
  - **STRS\_**

# Fund Codes – Utilities

- Name Prefix = UTL\_
- Utility “incorporated” work as designated on D-419
- Two-digit code designated based on type of utility and % of reimbursement for Item

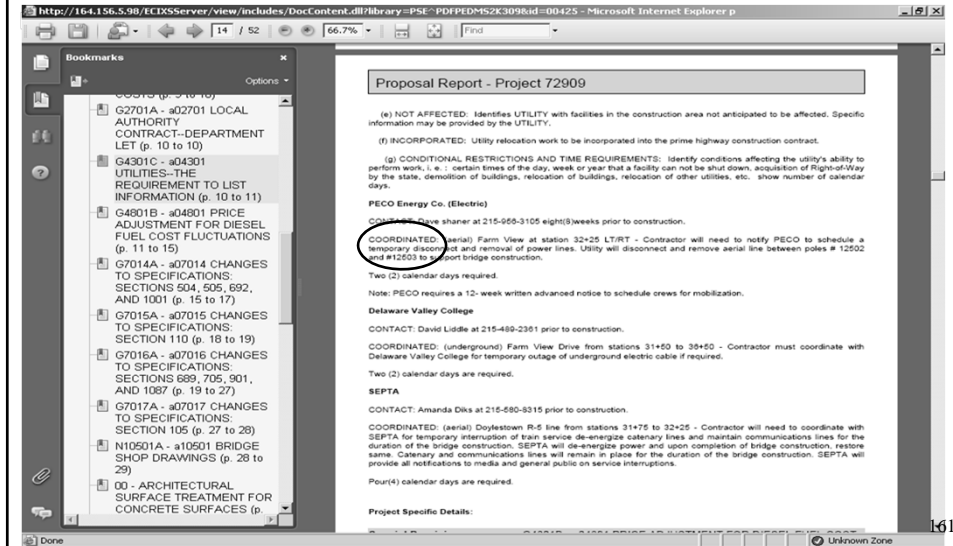
<p><b>Fund</b></p> <p>Code: 50</p> <p>Name: UTL_50 SANITARY SEWER RELOCATION</p> <p>Description: Sanitary Sewer Relocation - Incorporated Work</p>
--

# Fund Codes – Utilities

The screenshot shows a web browser window displaying a document. On the left is a table of contents with items like 'SCHEDULING (p. 41 to 44)', '00 - ITEM 9999-0001 - REMOVAL OF RAILROAD TIES AND RAILROAD BED PREPARATION (p. 44 to 45)', and '00 - ITEM 9999-0002 - PECO COORDINATION TO REMOVE AND REPLACE AERIAL LINES (p. 45 to 46)'. The right pane shows a 'Proposal Report - Project 72909' with details for 'Special Provision: 50 - ITEM 9999-0002 - PECO COORDINATION TO REMOVE AND REPLACE AERIAL LINES'. It includes a 'Description' of the work, a date of 'May 9, 2006 11:55:43 AM', and a 'Mandatory Pre-Bid Conference' scheduled for '05/19/2006, Monday at 11:00 A.M. Local Time' at the 'Pennsylvania Department of Transportation'.



# Fund Codes – Utilities



# Fund Codes – Construction Engineering

- **Name Prefix = CENG\_**
- **Percentage of cost can be covered by federal funding.**
- **Most common items covered by federal funding:**
  - **Core Borings**
  - **Inspector's Field Office and Inspection Facilities**
  - **Field Laboratory**
  - **Microcomputer w/ battery backup systems**

## Fund Codes – Trainees

---

- **Name Prefix = TRN\_**
- **If trainees required, separate fund code required**
- **Item Numbers**
  - **Federal projects – 1999-9999 (E) / 3999-9999 (M)**
  - **State projects – 1999-0000 (E) / 3999-0000 (M)**

## Fund Codes – Mobilization

---

- **Name Prefix = MOB\_**
- **Two options:**
  - **Create separate fund code, OR**
  - **Allocate appropriate portion to roadway and structure fund codes**

## Fund Codes – Maint./Protection Traffic

- **Name Prefix = MPT\_**
- **Two options:**
  - Create separate fund code,  
OR
  - Allocate appropriate  
portion to roadway and  
structure fund codes



Lesson 3.5 – Fund Codes

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## Fund Codes – Design-Build Design

- **Design-related Items of Design-Build project**
- **Can use same fund code, except for QA by peer review**
- **DES\_ = Design activities (excluding QA by peer review)**
- **DESQA\_ = QA elements of project**

Lesson 3.5 – Fund Codes

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## Summary

---

- **Why should you use the Master Items List?**
- **How can you identify a non-standard Item number?**

## Summary

---

- **What is an Item Number starting with a “4” and what does it need?**
- **With which Item Numbers is it possible to change Measurement and Payment?**

## LESSON 4 – OTHER TOPICS

---

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### Topics Addressed

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- **4.1 – DBE/MBE/WBE**
- **4.2 – Trainees**
- **4.3 – Project Information**
- **4.4 – Structures**
- **4.5 – Project Team**

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---

## **4.1 – DBE / MBE / WBE**

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## **DBE / MBE / WBE Goal**


---

- **Verify goal was approved**
- **Verify approved goal entered in Governing Specification under appropriate DSP**

Lesson 4.1 – DBE/MBE/WBE

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# DBE/MBE/WBE Worksheet


 pennsylvania DEPARTMENT OF TRANSPORTATION **ECMS** ENGINEERING AND CONSTRUCTION MANAGEMENT SYSTEM

Business Partner Solicitation Engineering Agreements Construction Projects References Administration Work Queue

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**General** Status: Approved

**Summary**

DBE	Work Class Description	Work Class	# of Items	Project %
0	Bituminous Pavement	F	1	0.00%
1	Bridge Removal	T1	1	5.05%
1	Cement Concrete Bridges up to 120 ft. and Steel Bridges with Straight Girders up to 120 ft.	S1	1	57.66%
3	Drainage, Water Main, Storm Sewer	H	1	0.14%
2	Maintenance and Protection of Traffic	Q	3	1.33%
3	NonRoadway, Drainage, Structure Related Excavation and Grading	C1	1	0.14%
0	Project Preparation and Miscellaneous	X	6	0.00%
0	Roadway Excavating and Grading	C	1	0.00%
2	Sign Placement [Post/Structure Mounted]	R	1	0.14%
4	Silt Barrier Fence, Gabions, Erosion Control	M2	1	0.14%
5	<<< Available Contractors   Available Items >>>		6	64.18%

**Goal**

Type	%	Comments	Approved By	Approved
DBE	2	joe 2	Kireston A Wilson/PennDOT	05/25/2010

Lesson 4.1 – DBE/MBE/WBE 173

## 4.2 – TRAINEES

# Trainee Worksheet

- Complete for projects with estimate over \$3 million
- Requires separate fund code
- Link to PDC; not included in Bid Package

# Trainee Worksheet

**ON-THE-JOB TRAINING WORKSHEET**

DISTRICT 12-0 ECMS # 29813

**USE THE FOLLOWING TO DETERMINE THE NUMBER OF TRAINEES**

> \$3M = 1 Trainee	> \$30M = 5 Trainees
> \$10M = 2 Trainees	> \$40M = 7 Trainees
> \$20M = 3 Trainees	> \$50M = 8 Trainees (no more than 10)

1. Estimated Dollar Value of the contract: \$ 5,6M
2. Duration of the contract (calendar days): 389
3. Type of Work: BRIDGE REPLACEMENT (DESI-2110)
4. POTENTIAL FOR EFFECTIVE/MEANINGFUL TRAINING:

Activity	Duration	# of Trainees

In accordance with the 23 CFR-230A, Section 230.111 and Management Directive 215.15, have the following been considered?

Availability of minorities, women and disadvantaged individuals for this project (50 mile radius)	YES <input type="checkbox"/> NO <input type="checkbox"/>
Contractor's normal workforce	YES <input type="checkbox"/> NO <input type="checkbox"/>
The need for additional journeymen in the area	YES <input type="checkbox"/> NO <input type="checkbox"/>
Satisfactory ratio of trainees to journeymen (should be between 1:10 and 1:4)	YES <input type="checkbox"/> NO <input type="checkbox"/>

COMMENTS:  
RECOMMENDATION:

CAN NOT SUPPORT TRAINEES  # OF TRAINEES  1

Signature: [Signature] Date: 5-3-10



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## **4.3 – PROJECT INFORMATION**

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### **Project Information Screen**

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- **Project**
- **Detail Information**
- **Schedule Information**
- **Financial Information**
- **Minority Information**

Lesson 4.3 – Proj. Info. Screen

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# Project Information Screen

- Project Section

The screenshot shows the ECMS (Engineering and Construction Management System) interface. The header includes the Pennsylvania Department of Transportation logo and navigation links like 'home', 'site map', and 'help'. The main content area is titled 'PROJECT INFORMATION' and displays details for project 27180. The project is categorized as 'Standard / Federal Oversight' and is in a 'Pre-Award' status. The project details are as follows:

Short Description: PA 28 Widen/31st St-Milv	SR: 28	Org Code: 1100
County: Allegheny	Group ID:	Section: A10
District: 11		Municipality: PITTSBURGH

At the bottom of the page, the text 'Lesson 4.3 – Proj. Info. Screen' and the page number '179' are visible.

# Project Information Screen

- Detail Information Section

The screenshot shows the 'Detail Information' section of the ECMS interface. It provides a comprehensive overview of the project, including a long description and specific location details. The 'Long Description' states: 'The description and location of the project is as follows: For the bituminous widening and reconstruction, drainage, concrete barrier, concrete curb and sidewalk, highway lighting, signing and pavement marking, sign structures, signals and ITS, wall construction, landslide stabilization, water line and sewer relocation, asbestos, hazardous material removal and industrial park demolition, and other miscellaneous construction, all within a length of 5502.05 linear feet (1.042 Miles) as indicated on the approved drawings included in the bid package for STATE ROUTE 0028, SECTION A10, in ALLEGHENY COUNTY, MILLVALE BOROUGH, Commonwealth of Pennsylvania. This project being situated as follows: From a point approximately 1300 feet north of the 31st Street Bridge (SR 2122) at Segment 0050/0051 Offset 1334/1315 (Station 165+30) to a point approximately 2560 feet north of the 40th Street Bridge (SR 2124) at Segment 0090/0091 Offset 0070/0060 (Station 220+50).'

At the bottom of the page, the text 'Lesson 4.3 – Proj. Info. Screen' and the page number '180' are visible.

# Project Information Screen

## • Detail Information Section

pennsylvania DEPARTMENT OF TRANSPORTATION **ECMS** ENGINEERING AND CONSTRUCTION MANAGEMENT SYSTEM

Business Partner Solicitation Engineering Agreements Construction Projects References Administration Work Queue

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Characteristics

Prequalification Required: Yes	Turnpike: No
Maintenance Agreements Required: No	Contract Management QA Review Required: Yes
Hazardous Waste Handling: No	Measurement System: English
Utility Involvement: Yes	Project Complexity: Most Complex
408 Version: 2007-6	State Police Involvement: No
Acres of Earth Disturbance: 32	Within 2 miles of the end of an airport runway: No
Contains Structures: Yes	Bridge Deck: 0.0
Length: 4.77	Calculated Bridge Deck:
Appalachian Funding: No	Letter Of Intent: Yes
Department Force: No	Bridge Program:
Nighttime Work: Yes	Railway Involvement: Yes
Pro Team: No	Shared Review: No
PenDOT Rep Quality Score:	Contractor Rep Quality Score:

Lesson 4.3 – Proj. Info. Screen 181

# Project Information Screen

## • Detail Information Section

pennsylvania DEPARTMENT OF TRANSPORTATION **ECMS** ENGINEERING AND CONSTRUCTION MANAGEMENT SYSTEM

Business Partner Solicitation Engineering Agreements Construction Projects References Administration Work Queue

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Characteristics

Prequalification Required: Yes	Turnpike: No
Maintenance Agreements Required: No	Contract Management QA Review Required: Yes
Hazardous Waste Handling: No	Measurement System: English
Utility Involvement: Yes	Project Complexity: Most Complex
408 Version: 2007-6	State Police Involvement: No
Acres of Earth Disturbance: 32	Within 2 miles of the end of an airport runway: No
Contains Structures: Yes	Bridge Deck: 0.0
Length: 4.77	Calculated Bridge Deck:
Appalachian Funding: No	Letter Of Intent: Yes
Department Force: No	Bridge Program:
Nighttime Work: Yes	Railway Involvement: Yes
Pro Team: No	Shared Review: No
PenDOT Rep Quality Score:	Contractor Rep Quality Score:

Lesson 4.3 – Proj. Info. Screen 182

# Project Information Screen

## • Detail Information Section

The screenshot displays the Pennsylvania Department of Transportation ECMS Management System interface. The page title is "Project Information Screen" and the section is "Detail Information Section". The interface includes a navigation menu with options like "Business Partner", "Solicitation", "Engineering Agreements", "Construction Projects", "References", "Administration", and "Work Queue". The main content area is divided into three sections:

- Financial Funding:** Enhancement: No, Local or Private Funding: No, State Type of Work: RECONSTRUCTION.
- Innovative Bidding Types:** A+B: No, Design Build: No, Incentive/Disincentive: No, Lane Rental: No, Owner Control Insurance Program(OCIP): No, Road User Liquidated Damages(RULD): Yes, Warranty: No, Alternative Pavement: No.
- Construction Information:** Data Source: Payments Stopped: No, NTP Expiration: Actual NTP: Final Pending: No, Report Unit: Maximum Change Amount: \$500,000.00, NTP Extension Request: Physical Start Delay Reason: Municipality Involvement:

Lesson 4.3 – Proj. Info. Screen 183

# Project Information Screen

## • Schedule Information Section


The screenshot displays the Pennsylvania Department of Transportation ECMS Management System interface. The page title is "Project Information Screen" and the section is "Schedule Information Section". The interface includes a navigation menu with options like "Business Partner", "Solicitation", "Engineering Agreements", "Construction Projects", "References", "Administration", and "Work Queue". The main content area is divided into two sections:

- Schedule Information:** Original Completion: 07/25/2012, Current Completion: Pending Completion: Last CDS NextGen Download:
- Days Summary:** Original Completion Days: 0, Approved Extension/Reduction Days: 0, Current Completion Days: 0, Pending Extension Days: 0, Calendar Days Used: 0.

Lesson 4.3 – Proj. Info. Screen 184

# Project Information Screen

## • Financial Information Section

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pennsylvania  [logout](#)  
JUDY BORTZ

**DEPARTMENT OF TRANSPORTATION** **ECMS** **ENGINEERING AND CONSTRUCTION**  
**MANAGEMENT SYSTEM**

[Business Partner](#) [Solicitation](#) [Engineering Agreements](#) [Construction Projects](#) [References](#) [Administration](#) [Work Queue](#)

[Back](#) [Go](#) [Help](#)

Financial Information			
Design Estimate:	<u>\$30,510,094.95</u>	Adjustments Total:	<u>\$0.00</u>
Original Contract:	<u>\$23,561,718.37</u>	Work Order Portion:	0.00%
Work Order Added:	\$0.00	Work Order Total:	<u>\$0.00</u>
Work Order Deducted:	\$0.00	Work Order Pending:	\$0.00
Encumbrance Adjustments Added:	\$0.00	Other Adjustments Added:	\$0.00
Encumbrance Adjustments Deducted:	\$0.00	Other Adjustments Deducted:	\$0.00
Current Contract:	<u>\$23,561,718.37</u>	Pending Adjustments:	\$0.00
Estimate Item Total:	<u>\$0.00</u>	Work Completed:	0.00%
Amount Tendered:	\$0.00	Prime (Original):	100.00%
Estimate Interest Paid:	<u>\$0.00</u>	Sub (Original):	<u>0.00%</u>
Third Party Reimbursements:	<u>\$0.00</u>	Third Party Invoices:	<u>\$0.00</u>
Stored Materials Total:	<u>\$0.00</u>	Reimbursed Stored Materials:	\$0.00
Unrecovered Stored Materials:	\$0.00	Stored Materials:	0.00%

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# Project Information Screen

## • Minority Information Section

Minority Information			
	Category	DBE	
Minority Goal Worksheet	Goal	6.00%	\$1,413,703.10
Minority Participation and Commitment	Approved	0.00%	\$0.00
Subcontractor Requests	Subcontracted	0.00%	\$0.00
Minority Payments	Attained	0.00%	\$0.00

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## 4.4 – STRUCTURES

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### Structures Screen

---

- **S-Number**
  - Match Plans, Design Items, and Special Provision
  - On construction drawings not existing plans
  - Design-Build project S-number may not be available until later

Lesson 4.4 – Structures

188

# Structure Screen

Navigation: home site map help

DEPARTMENT OF TRANSPORTATION **ECMS** ENGINEERING AND CONSTRUCTION MANAGEMENT SYSTEM

Business Partner Solicitation Engineering Agreements Construction Projects References Administration Work Queue

Back Help

**STRUCTURE** Project: 7331 Standard / Non - Federal (100% State) Pre-Award

Short Description: Bridge Replacement over Losey Creek. "Design Activities limited to Bridge" Org Code: 0370  
County: Tioga SR: 4017 Section: 015  
District: 03 Group ID: D/B Bridge Repl/4017/015 Municipality: MIDDLEBURY

**Detail**

Structure ID: 58401700202102  
S-Number: S-30337  
Description: 1 MI NORTH OF KEENEYVILLE  
Over Water: Yes  
Total Deck Area: (Square Feet)  
Structure Type:

**Audit Information**

Created By	Created On	Modified By	Modified On
Lori A Hartle/PennDOT	04/07/2010 08:46:11 AM	Lori A Hartle/PennDOT	04/07/2010 08:46:11 AM

## 4.5 – PROJECT TEAM

# Project Team

- **Design Team**

- Add Central Office unit head and reviewer

- **FHWA**

- Add Area Engineer for Federal Oversight projects

- **Business Partners**

- Add municipality or other third party contributor for municipal projects

# Project Team

The screenshot shows the ECMS Management System interface. At the top, there are navigation links for 'home', 'site map', and 'help'. The main header includes the Pennsylvania Department of Transportation logo, the 'ECMS' logo, and the text 'ENGINEERING AND CONSTRUCTION MANAGEMENT SYSTEM'. There are also 'logout' and 'JUDY BORTZ' links. Below the header is a menu with items like 'Business Partner', 'Solicitation', 'Engineering Agreements', 'Construction Projects', 'References', 'Administration', and 'Work Queue'. The main content area is titled 'DESIGN TEAM' and contains three tables of contact information.

Project Manager			
Name	Phone	Fax	Email
Crist, Aaron B.	(570) 368-4279	(570) 368-4311	acrist@state.pa.us

Team Leader			
Name	Phone	Fax	Email
Hartle, Lori A.	(570) 368-4351		lhartle@state.pa.us
Hunter, Sharon L.	(570) 368-4303		shahunter@state.pa.us
Klingerman, Kenneth D.	(570) 368-4263	(570) 368-4362	kklingerma@state.pa.us
Shreck, Jacob E.	(570) 368-4369		jshreck@state.pa.us
Street, Della M.	(570) 368-4356		dstreet@state.pa.us

PennDOT Project Team			
Name	Phone	Fax	Email
Betts, Steven T.	(570) 368-4238		sbetts@state.pa.us
Burkhart, David L.	(570) 368-4268	(570) 368-4321	daburkhart@state.pa.us
Confer, Lenny P.	(570) 368-4337		lconfer@state.pa.us
Crossley, Brian S.	(570) 368-4249		bcrossley@state.pa.us
High, Eric E.	(570) 368-4372	(570) 368-4321	ehigh@state.pa.us
Keller, Alan W.	(570) 368-4230		alakeller@state.pa.us
Kennedy, Ray C.	(570) 368-4354	(570) 368-4311	rakennedy@state.pa.us
McWilliams, Michael P.	(570) 368-4270		mmcwilliam@state.pa.us
Novack, Richard S.	(570) 368-4254	(570) 368-4321	rnovack@state.pa.us
Vottero, Scott G.	(717) 783-6400	(717) 783-6412	svottero@state.pa.us



## Summary

---

- **A trainee worksheet is required for projects over \$\_\_\_\_?**
- **Which ECMS Screen indicates the Publication 408 version?**



# LESSON 5 – ATTACHMENTS

---

197

## Topics Addressed

---

- **5.1 – Items to Include**
- **5.2 – Items to Exclude**

FOR MORE INFO...

**Review Publication 51, Chapter 4**  
**Publication 51, Exhibit 4D – List of Attachments**

198

## What is an Attachment?

---

- **Documents not in other Bid Package components**
  - **Relevant to construction and administration of work**
- **Necessary information for contractor**

199

## 5.1 – ITEMS TO INCLUDE

200

## Include – Wages

---

- **Wages**
  - **State**
  - **Federal**
    - **Heavy Construction Wage Rates**



Lesson 5.1 Items Include

201

## Davis-Bacon Act Provisions

---

- **Federal-aid contracts within right-of-way exceeding \$2,000**
- **Not required for projects on local roads or rural minor collectors**
- **Non-highway construction projects are subject to Davis-Bacon and Contract Work Hours**

Lesson 5.1 Items Include

202

## Include – Attachments

---

- **Standard Attachments**
  - **Publication 51, Exhibit 4D – List of Attachments**

## Include – Environmental Permits

---

- **Environmental Permits**
  - **Submission of Bid Package certifies that all necessary permits have been obtained, OR**
  - **No permits are required**



2007

## Include – Construction Schedule

---

- **Pre-Bid Construction Schedule**
  - **Several formats**
  - **Shows project completion within timeframe**
  - **Review out of season work**
  - **Critical component of construction documents**

## 5.2 – ITEMS TO EXCLUDE

## Exclude

---

- **D-419**
- **Estimates**
- **Confidential Documents**
- **Correspondence**
- **Pre-Bid Meeting Minutes**



## Summary

---

- **What is an example of an attachment to a Bid Package?**
- **What is an example of an attachment to exclude from a Bid Package?**



## LESSON 6 – ADDENDA

---

209

## Topics Addressed

---

- **6.1 - General Information**
- **6.2 - Bidders' Questions and Responses**
- **6.3 – Addenda Screens**
- **6.4 – Addenda Components**

FOR MORE INFO...

Review Publication 51, Chapter 2

210

---

## **6.1 – GENERAL INFORMATION**

211

### What is Addenda?

---

- **Change to Bid Package**
- **Part of contract**
- **An inconvenience for bidders**
- **Should be exception, not the rule!**

Lesson 6.1 Addenda Gen. Info.

212

## General Information

---

- **Result of:**
  - **Lack of, or unclear, information in bid package**
  - **Mistakes in quantity computations**
  - **Inconsistencies between Pub. 408 and bid package**
  - **Discrepancies between plans & proposal report**
  - **Bidders' questions**

## General Information

---

- **Every effort made to reduce / eliminate need for addenda**
- **Prepare and review with original rules**

## General Information

---

- **Approvals**
  - **Same level of approvals required**

## General Information

---

- **Timeframes**
  - **Minimally, publish 7 calendar days before bid opening**
  - **Execute Rules due 72 hours before bid opening**
  - **Within 3 days of Let Date, delay bid opening or Let as is**
  - **Allow 3 business days for FHWA approval**

---

## **6.2 – BIDDER’S QUESTIONS & RESPONSES**

217

## Bidder’s Questions & Responses

---

- **ECMS Q & A**
  - **Prior to 11 a.m. Monday before bid opening**
  - **No verbal responses**
  - **Answer within 2 business days (1.5 days before bid opening)**
  - **Brief and clear answers**
- **Only addenda change Bid Package**

Lesson 6.2 Addenda Q&A

218

# Bidder's Questions & Responses

pennsylvania DEPARTMENT OF TRANSPORTATION **ECMS** ENGINEERING AND CONSTRUCTION MANAGEMENT SYSTEM pennsylvania **logout** JUDY BORITZ

Business Partner Solicitation Engineering Agreements Construction Projects References Administration Work Queue

Back Go Help

Note: The version of Expedite required to bid this specific project is indicated below. (01699)

Answers to questions on this page are for informational and clarification purposes. Official changes to the proposal will be made via an Addendum.

**Questions and Responses** NEW

**design of bridge structure**

**Question 1**

from the "as-designed foundation provided" information in the proposal and attachments I can not determine how many total piles are required at each abutment. is this information available?  
Posted on 06/17/2010 02:54:31 PM

**Responses**

The final design will determine the quantity of piles required. (TFF/MWA)  
Posted on 06/21/2010 07:56:26 AM by Mark W Andreas/PennDOT

**Silver Fills**

**Question 2**

Is benching required for the silver fill condition at station 7+25 and station 7+50 left?  
Posted on 06/18/2010 03:02:34 PM

**Responses**

As long as the slopes are kept to 2H:1V and less than 10' high, benching details will not be required. Otherwise, benching designs will be reviewed/approved by the District Geotechnical Engineer. This will be clarified by addendum. (MWA/MTD/JRD)  
Posted on 06/21/2010 08:02:40 AM by Mark W Andreas/PennDOT

**Milling**

**Question 3**

Where is milling of bituminous pavement to be performed per special provision 00-ASM? Thank YOU  
Posted on 06/18/2010 03:03:19 PM

219

Lesson 6.2 Addenda Q&A

# Bidder's Questions & Responses

**Question:** Is it the Department's intent to use PG 64-22 Wearing to overlay this structure while using PG 76-22 Wearing to overlay the roadway? Would the Department consider changing this material to PG 76-22 to match the mainline? Thank you.

**Answer:** YES

## 6.3 –ADDENDA SCREENS

221

## Addenda Screens

[home](#) [site map](#) [help](#)

[pennsylvania PA](#)  
[logout](#)  
 JUDY BORTZ

**pennsylvania** DEPARTMENT OF TRANSPORTATION **ECMS** ENGINEERING AND CONSTRUCTION MANAGEMENT SYSTEM

[Business Partner](#) [Solicitation](#) [Engineering Agreements](#) [Construction Projects](#) [References](#) [Administration](#) [Work Queue](#)

[Back](#) [Go](#) [Help](#)

Note: The version of Expedite required to bid this specific project is indicated below. (01699)

**ADDENDUM**

**Project: 90140** Standard / Non - Federal (100% State) Advertised

<b>Short Description:</b> Erie 2010 Group 202 <b>County:</b> Erie <b>District:</b> 01	<b>SR:</b> 4014 <b>Group ID:</b>	<b>Org Code:</b> 0100 <b>Section:</b> 202 <b>Municipality:</b> MILLCREEK
---	-------------------------------------	--

**Overview**

Type	Plans	Special Provisions	Items	Attachments	Report	Other	Let
Current							06/24/2010 11:00:00 AM
Original							06/24/2010 11:00:00 AM
Addendum 1							

Lesson 6.3 Addenda Screens

222

# Addenda Screens

**General**

Expedite Version: 5.7a Status: Published  
 Addendum: 1

Estimated Project: \$2,898,376.40  
 Project Cost Range: \$2,500,000.00 - \$4,999,999.99  
 Federal Project Status: Non - Federal (100% State) MBE/WBE: 2.00%/3.00%

Let: 06/24/2010 11:00:00 AM Structure Work: 0.00%  
 Let Type: Scheduled Pre-Bid Meeting: None  
 New Let: Wage Rates: Yes  
 Anticipated NTP: 08/09/2010 Prequalification Requirement: Yes  
 Required Completion: 05/26/2011 Project Type: Standard

State Type of Work: RESURFACING/OVERLAYS

**Item and Quantity:** Deleted the following Item:  
 Item 0316-0137

Added the following Item:  
 Item 0316-0437

**Special Provisions:** Revised the provision name and header for following special provision:  
 Item 0316-0137 - Superpave Asphalt Mixture Design, Flexible Replacement, PG 58-22, 0.3 To < 3 Million Esals, 25.0 MM Mix

**Other:** Revised the following attachment:  
 Roadway Plan Sheet 3 of 32 - Revised the Roadway Standards date for TC-8600 to read:  
 June 23, 2009

Let Date Move:

223

# Addenda Screens

Item and Quantity: Deleted the following Item:  
 Item 0316-0137

Added the following Item:  
 Item 0316-0437

---

**DESIGN ITEMS**

Project: 90140  Standard / Non - Federal (100% State) Advertised

Short Description: Erie 2010 Group 202 Org Code: 0100  
 County: Erie SR: 4014  
 District: 01 Section: 202  
Municipality: MILLCREEK

---

**Items** View: Addendum 1

Filter

Records 1 to 2 of 2 Page 1 of 1 Records Per Page: 500

ALT	Item	Unit of Measure	Quantity	Unit Price	Item Total	FC	PDP	Desc	CIS	WCC	Spec Prov	Action
	0316-0137	Ton	1,715.000			01	N	SUPERPAVE ASPHALT MIXTURE DESIGN, FLEXIBLE BASE REPLACEMENT, PG 58-28, 0.3 TO < 3 MILLION ESALS, 25.0 MM MIX		F		Removed
	0316-0437	Ton	1,715.000			01	N	SUPERPAVE ASPHALT MIXTURE DESIGN, FLEXIBLE BASE REPLACEMENT, PG 64-22, 0.3 TO < 3 MILLION ESALS, 25.0 MM MIX		F		Added

Records 1 to 2 of 2 Page 1 of 1 Records Per Page: 500

224



# Addenda Screens

The screenshot displays the ECMS Management System interface. The header includes the Pennsylvania Department of Transportation logo and the text "ENGINEERING AND CONSTRUCTION MANAGEMENT SYSTEM". Navigation tabs include "Business Partner", "Solicitation", "Engineering Agreements", "Construction Projects", "References", "Administration", and "Work Queue". A note at the top states: "Note: The version of Expedite required to bid this specific project is indicated below." The main content area lists several items with their descriptions and quantities, such as "Add ITEM 9000-0200 - MAINTENANCE OF EXISTING BRIDGES." and "Delete ITEM 0409-2495 - SUPERPAVE ASPHALT MIXTURE DESIGN, HMA WEARING COURSE (SCRATCH), PG 64-22, 0.3 TO < 3 MILLION ESALS, 9.5 MM MIX, SRL-L." The page number "225" is visible in the bottom right corner.

## 6.4 –ADDENDA COMPONENTS

## Addenda – Plans

---

- **Minor revisions noted in Other section**
- **Major revisions require new sheet**
- **Whenever possible, follow Plan Revision Procedures in DM-1A**
- **Include note:**  
“Revised plan sheets will be given to the successful bidder at the Pre-Construction conference.”

## Addenda – Special Provisions

---

- **List brief revisions on Special Provision block on Addendum screen**
- **Add/delete Items – link Special Provisions**
- **Show revisions in bold**
- **Obtain approvals**

## Addenda – Special Provisions

---

The Representative reserves the right to order an inspection dewatering and manual cleaning/inspection or by diving or other acceptable methods if this procedure does not obtain the appropriate information.

### 2. Drilled Shaft Side Integrity Inspection (RQD Requirements).

Determine the Rock Quality along each drilled shaft using a downhole camera and/or other means considered appropriate by the Representative.

Provide full time inspection services with personnel qualified as PENNDOT Level 2 Drilling Inspectors to log the RQD.

June 4, 2010 14:11:46 PM

Page 18 of 58

### ADDENDUM Report - Project 69245

---

Furnish the downhole camera and accessories to PennDOT District 12-0 after the drilled shafts have been accepted. Using the downhole camera, observe and complete a Field Boring Log in accordance with Publication 222 and BC-795M for each drilled shaft including elevations, material type, RQD, weathering, etc. Compare with subsurface boring information.

Lesson 6.4 Addenda Comp.

229

## Addenda – Items & Quantities

---

- **List Design Item revisions on both Items and Addendum screen**
- **Add/delete associated Special Provisions**
- **Avoid small quantity changes that do not affect unit cost or project design**

Lesson 6.4 Addenda Comp.

230

## Addenda – Attachments

---

- **Permits**
- **Pre-bid Schedule**
- **Wages**
  - **Federal: within 10 calendar days of Let**
  - **State: awarded within 120 days of wage determination date**
- **Refer to Attachments in Spec. Prov.**

FOR MORE INFO...

on wages, refer to Publication 51, Chapter 4

Lesson 6.4 Addenda Comp.

231

## Addenda – Other

---

- **Milestone Dates revised, review other dates**
- **Pre-Bid Meeting added, ensure adequate time**

Lesson 6.4 Addenda Comp.

232

## Summary

---

- **How can a bidder clarify the information in the Bid Package?**
- **What is addenda?**



## LESSON 7 – SPECIAL PROVISIONS

---

237

### What is a Special Provision?

---

- **Additions and revisions to Standard Specifications covering conditions pertaining to an individual project.**

Lesson 7 – Spec. Prov.

238

## Golden Rules

---



- **Consistency, consistency, consistency**
- **Don't reinvent the wheel**

## Classes of Special Provisions

---

- **Publication 408 changes**
- **Standard Special Provisions**
- **Project Specific Special Provisions**



# Standard Special Provisions

## ● Pub. 408 Changes

G	a07022 CHANGES TO SPECIFICATION: SECTION 107	These changes are to Section 107.	A
G	a07026 CHANGES TO SPECIFICATIONS: SECTIONS 107, 601, AND 609	These changes are to Sections 107, 601 and 609. For use on projects let on or before October 1, 2010.	B
G	a07027 CHANGES TO SPECIFICATIONS: SECTION 608	These changes are to Sections 608. For use on projects let on or before August 5, 2010.	A
G	a07028 CHANGES TO SPECIFICATIONS: SECTION 1105	For use on all projects. For use on projects let on or before March 31, 2011.	A

# Order of Use

1. Publication 408 and Changes
2. Standard Special Provisions
3. Project Specific Special Provisions

---

## **7.1 – STANDARD SPECIAL PROVISIONS**

243

### Standard Special Provisions

---

#### **Five different indices:**

- **G – General Provision**
- **N –**
- **S –**
- **I –**
- **P –**

Lesson 7.1 – Std. Spec. Prov.

244

## Standard Special Provisions

---

### Five different indices (cont'd):

- **G –**
- **N – Non Pay**
- **S – Section Related**
- **I –**
- **P –**

## Standard Special Provisions

---

### Five different indices (cont'd):

- **G –**
- **N –**
- **S –**
- **I – Item Related**
- **P – Provisional**

# Standard Special Provisions

The screenshot shows the ECMS Management System interface. The navigation menu is open, and 'Special Provisions' is highlighted. The interface includes a header with the Pennsylvania Department of Transportation logo and 'ECMS MANAGEMENT SYSTEM' text. Below the header are navigation tabs: Business Partner, Solicitation, Engineering Agreements, Construction Projects, References, Administration, and Work Queue. The main content area is titled 'BID PACKAGES PORTAL' and contains sections for 'Bid Packages Search', 'Express Searches', 'References', and 'Downloads'. A search bar is visible on the right side of the page.

Lesson 7.1 – Std. Spec. Prov. 247

# Standard Special Provisions

The screenshot shows the 'STANDARD SPECIAL PROVISION SEARCH' form. The form is divided into two main sections: 'Search Criteria' and 'Saved Searches'. The 'Search Criteria' section includes fields for 'Index or Category' (set to 'General Provisions Related'), 'Measurement', 'Provision Name', 'District', and 'Status' (with a dropdown menu showing 'Active', 'Approved', 'Inactive', and 'Pending'). There is also an 'Include Instructions' checkbox. The 'Saved Searches' section includes a dropdown menu for '\* Previous search criteria \*', buttons for 'EXECUTE', 'LOAD', and 'DELETE', a 'Save Search as:' field, and a 'SAVE' button.

Lesson 7.1 – Std. Spec. Prov. 248

# Standard Special Provisions

STANDARD SPECIAL PROVISION RESULTS

Filter Index  Go

Records 1 to 126 of 126 Page 1 of 1 Records Per Page: 250

Index	Provision Name	Revision	District	Effective Date	Status
G	a00002 PUBLIC BID OPENING LOCATION	A	CO	12/23/2005	Active
G	a00101 GOVERNING SPECIFICATIONS AND APPLICABLE DESIGNATED SPECIAL PROVISIONS	A	CO	07/23/2002	Active
G	a00113 CONTRACT PROVISIONS - RIGHT-TO-KNOW LAW	A	CO	02/20/2009	Active
G	a00114 REQUIRED REPORTING FOR THE AMERICAN RECOVERY AND REINVESTMENT ACT	C	CO	10/02/2009	Active
G	a00115 ARRA SECTIONS 902 and 1515(a)	A	CO	03/26/2009	Active
G	a00116 IMPLEMENTATION OF THE AMERICAN RECOVERY AND REINVESTMENT ACT OF 2009	B	CO	07/29/2009	Active
G	a00150 REVISED CHANGED CONDITION CLAUSE FOR DESIGN BUILD PROJECTS (ESTIMATED ITEM QUANTITIES PROVIDE	A	CO	07/09/2010	Approved
G	a00201 PRE-BID CONFERENCE	A	CO	07/18/2002	Active
G	a00211 MANDATORY PRE-BID CONFERENCE	A	CO	01/09/2009	Active
G	a00401 ADVANCE NOTICE OF TRAFFIC	A	CO	07/18/2002	Active

# Standard Special Provisions

- **Approved through transmittal process**
- **Approved by FHWA**
- **Always use a Central Office Standard Special Provision, when applicable**

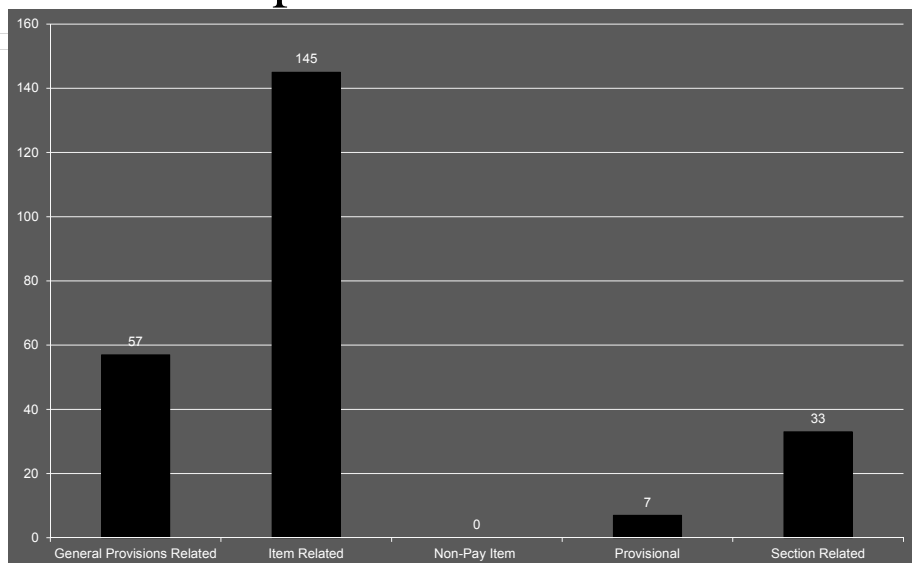


# CLASS EXERCISE – DSP WORKSHEET

Lesson 7.1 – Std. Spec. Prov.

253

## Standard Special Provisions



## 7.2 – PROJECT SPECIFIC SPECIAL PROVISIONS

255

## Project-Specific Special Provisions

The screenshot displays the ECMS interface for project 86607. The header includes the Pennsylvania Department of Transportation logo and navigation links. The main content area shows details for 'SPECIAL PROVISIONS' under project 86607, including a short description, county, district, SR, and group ID. Below this is a table of special provisions with columns for Title, Type, District, Modified, Completed, Contract, Addendum, and Action.

Title	Type	District	Modified	Completed	Contract	Addendum	Action
G2A - a00002 PUBLIC BID OPENING LOCATION	Standard	CO	02/11/2010	Yes	Yes		
G101A - a00101 GOVERNING SPECIFICATIONS AND APPLICABLE DESIGNATED SPECIAL PROVISIONS	Standard	CO	03/09/2010	Yes	Yes		
G113A - a00113 CONTRACT PROVISIONS - RIGHT TO KNOW LAW	Standard	CO	02/11/2010	Yes	Yes		
G401A - a00401 ADVANCE NOTICE OF TRAFFIC RESTRICTIONS	Standard	CO	02/11/2010	Yes	Yes		
G501A - a00501 AIR POLLUTION CONTROL IN AIR BASINS	Standard	CO	02/11/2010	Yes	Yes		
G901B - a00901 ALTERNATE EROSION AND SEDIMENT POLLUTION CONTROL PLAN	Standard	CO	02/11/2010	Yes	Yes		
G1101B - a01101 CONSTRUCTION PROCEDURES - EROSION AND SEDIMENT POLLUTION CONTROL	Standard	CO	02/11/2010	Yes	Yes		
G1601A - a01601 E.E.O. COVERED AREA	Standard	CO	03/12/2010	Yes	Yes		
G1901A - a01901 INSURANCE-GENERAL APPLICATION	Standard	CO	03/12/2010	Yes	Yes		
G2201A - a02201 RAILROAD COMPANY CONTACT PERSON	Standard	CO	03/12/2010	Yes	Yes		
G2301A - a02301 MAINTENANCE AND PROTECTION OF RAILROAD TRAFFIC	Standard	CO	02/11/2010	Yes	Yes		
G2401A - a02401 RAILROAD PROTECTIVE SERVICES COSTS	Standard	CO	02/11/2010	Yes	Yes		
G500B - a02001 NIGHT SHIFT	Standard	08	02/11/2010	Yes	Yes		
G3003A - a03003 CLARIFICATION OF FEDERAL REGULATION IMPACTS TO DESIGNATED SPECIAL PROVISION 8 (DSP-8), F.A.R.	Standard	CO	02/19/2010	Yes	Yes		
G4301D - a04301 UTILITIES--THE REQUIREMENT TO LIST INFORMATION	Standard	CO	03/09/2010	Yes	Yes		
G4801E - a04801 PRICE ADJUSTMENT FOR DIESEL FUEL COST	Standard	CO	02/12/2010	Yes	Yes		

256



# Project-Specific Special Provisions

---

- **Format**

- **Follow Publication 408 basic format**
- **Written in imperative mood, active voice, gender neutral**
- **Correct grammar and punctuation**
- **Acceptable and fair to both Department and Contractor**

FOR MORE INFO...

**Review Publication 51, Chapter 1, Section E.3**

Lesson 7.2– Proj. Spe. Std. Spec. Prov.

257

# Project-Specific Special Provisions

---

- **Format – 5 C's**

- **Clear**
- **Concise**
- **Complete**
- **Correct**
- **Consistent**



Lesson 7.2– Proj. Spe. Std. Spec. Prov.

258

## Project-Specific Special Provisions

---

- **Suggested Principles**
  - **Prepare outline**
  - **Each requirement definite and complete**
  - **Avoid conflicting requirements**
  - **Do not give reasons nor suggestions**
  - **Specify standard sizes and approved material**
  - **Avoid repetition**

## Project-Specific Special Provisions

---

- **Suggested Principles (cont'd)**
  - **Do not impose harsh / unfair conditions**
  - **Avoid long and cumbersome sentences**
  - **Use complete sentences**
  - **Do not cover more than 1 item, requirement in a single paragraph**
  - **Have all specifications reviewed and approved**

## Project-Specific Special Provisions

---

- **Suggested Principles (cont'd)**
  - **Avoid words:**
    - **must**
    - **if required**
    - **if applicable**
    - **should**
    - **shall**
    - **as needed**
    - **reasonable**
    - **in order to**
    - **as per**

## Project-Specific Special Provisions

---

- **Technical Review**
  - **Innovative Bidding Techniques**
  - **Deviations from current policy**
  - **Complements contract drawings and attachments**
  - **Pays for work described**
  - **No internal conflicts**
  - **Meets state and federal requirements**

## Project-Specific Special Provisions

---

- **Technical Review – Description**
  - **Work is sufficiently described**

## Project-Specific Special Provisions

---

- **Technical Review – Material**
  - **Identify materials needed to complete work**



## Project-Specific Special Provisions

---

- **Technical Review – Construction**
  - Reference publications
  - Implementation difficulties
  - Scheduling difficulties



Lesson 7.2– Proj. Spe. Std. Spec. Prov.

265

## Project-Specific Special Provisions

---

- **Technical Review – Measurement and Payment**
  - Unit of measure matches Design Item unit
  - Included / Excluded work descriptions
  - Method and timing of payments
  - Quantity equals actual estimate

Lesson 7.2– Proj. Spe. Std. Spec. Prov.

266

# Project-Specific Special Provisions

---

## **845.4 MEASUREMENT AND PAYMENT— Dollar**

The proposal will include an item and a predetermined amount of money for Unforeseen Water Pollution Control. The contract item will have a unit of measure of Dollar, a unit price of \$1.00, and a quantity equal to the predetermined amount.

Due to the contingent or unpredictable nature of the work being performed, the provisions of Section 110.02(d) are not applicable to this item.

Measured and paid for, under the Unforeseen Water Pollution Control item as follows:

- (a) **Contract Items.** The Department will pay for performance of work, identified as having similar items listed in the contract, at the contract unit price.
- (b) **Non-Contract Items.** The Department will pay for items of work not identified in the contract as follows:
  - 1. **Negotiated Price.** At price agreed upon with the Department before performing the work. If applicable, agreement is also required with FHWA.
  - 2. **Force Account Basis.** Section 110.03(d)

# Project-Specific Special Provisions

---

## **● Considerations:**

- **Conditions**
  - **Cost/Bid Price of an item**
  - **Construction Schedule**
- **Restrictions**
  - **Implementation difficulties**
  - **Enforceability difficulties**

# Order of Special Provisions

- By Word Title / Header
- By Section Title / Header
- By Item Title / Header

# Special Provision Sorting

The screenshot shows the ECMS Management System interface. At the top, there is a navigation bar with the Pennsylvania Department of Transportation logo and the text 'ENGINEERING AND CONSTRUCTION MANAGEMENT SYSTEM'. Below this is a menu bar with options like 'Business Partner', 'Solicitation', 'Engineering Agreements', 'Construction Projects', 'References', 'Administration', and 'Work Queue'. The main content area displays a table of special provisions with columns for Title, Type, District, Modified, Completed, Contract, Addendum, and Action.

Title	Type	District	Modified	Completed	Contract	Addendum	Action
00 - 0901-0001 MAINTENANCE AND PROTECTION OF TRAFFIC DURING CONSTRUCTION	Project Specific		05/27/2010	Yes			
00 - 1018-0001 REMOVAL OF EXISTING BRIDGE	Project Specific		05/27/2010	Yes			
00 - 4205-0268 SELECTED BORROW EXCAVATION ROCK, CLASS R-8	Project Specific		05/27/2010	Yes			
00 - 9000-0001 PILE DRIVING SURVEYS	Project Specific		05/27/2010	Yes			
00 - 9000-0002 TEMPORARY DIVERSION DEVICE	Project Specific		05/27/2010	Yes			
00 - 9000-0004 SAWCUTTING OF EXISTING PAVEMENT	Project Specific		05/27/2010	Yes			
G2A - a00002 PUBLIC BID OPENING LOCATION	Standard	CO	05/26/2010	Yes			
G101A - a00101 GOVERNING SPECIFICATIONS AND APPLICABLE DESIGNATED SPECIAL PROVISIONS	Standard	CO	05/27/2010	Yes			
G113A - a00113 CONTRACT PROVISIONS - RIGHT-TO-KNOW LAW	Standard	CO	05/26/2010	Yes			
G401A - a00401 ADVANCE NOTICE OF TRAFFIC RESTRICTIONS	Standard	CO	05/26/2010	Yes			
G901B - a00901 ALTERNATE EROSION AND SEDIMENT POLLUTION CONTROL PLAN	Standard	CO	05/26/2010	Yes			
G1001B - a01001 CONSTRUCTION PROCEDURES - EROSION AND SEDIMENT POLLUTION CONTROL	Standard	CO	05/26/2010	Yes			
00 - a01002 EROSION CONTROL CONSTRUCTION SEQUENCE	Project Specific		05/27/2010	Yes			
G3401A - a03401 PREVAILING WAGE ACT	Standard	CO	05/26/2010	Yes			
G3501B - a03501 RECIPROCAL LIMITATIONS ACT REQUIREMENTS FOR CONSTRUCTION	Standard	CO	05/26/2010	Yes			
G4301D - a04301 UTILITIES--THE REQUIREMENT TO LIST INFORMATION	Standard	CO	05/26/2010	Yes			
G4801E - a04801 PRICE ADJUSTMENT FOR DIESEL FUEL COST FLUCTUATIONS	Standard	CO	06/02/2010	Yes		1	Modified
G4901A - a04901 PRICE INDEX FOR ASPHALT CEMENT	Standard	CO	06/02/2010	Yes		1	Modified

# Special Provision Sorting

The screenshot shows the Pennsylvania Department of Transportation ECMS Management System interface. The page title is "Special Provision Sorting". The interface includes a navigation menu with options like "Business Partner", "Solicitation", "Engineering Agreements", "Construction Projects", "References", "Administration", and "Work Queue". A search bar is visible at the top. The main content area displays a table of special provisions with columns for item ID, description, type, location, date, and status.

Item ID	Description	Type	Location	Date	Status
G4801E - a04801	PRICE ADJUSTMENT FOR DIESEL FUEL COST FLUCTUATIONS	Standard	CO	06/03/2010	Yes
G4901A - a04901	PRICE INDEX FOR ASPHALT CEMENT	Standard	CO	06/03/2010	Yes
G4902B - a04902	PRICE ADJUSTMENT FOR STEEL COST FLUCTUATIONS	Standard	CO	06/03/2010	Yes
G7022A - a07022	CHANGES TO SPECIFICATIONS: SECTION 107	Standard	CO	06/03/2010	Yes
G7026B - a07026	CHANGES TO SPECIFICATIONS: SECTIONS 107, 601, AND 609	Standard	CO	06/03/2010	Yes
G7027A - a07027	CHANGES TO SPECIFICATIONS: SECTION 608	Standard	CO	06/03/2010	Yes
P1051A - b01051	SECTION 105.17 - ACCEPTANCE OF CONSTRUCTION LOADINGS AND MATERIAL STOCKPILING ON BRIDGES	Standard	CO	06/03/2010	Yes
S2011A - b02011	EMERALD ASH BORER QUARANTINE	Standard	CO	06/03/2010	Yes
S4096B - b04096	SECTION 409.3(h)1.a PLACING	Standard	CO	06/03/2010	Yes
S6092A - b06092	SECTION 609.2(g) MISCELLANEOUS MATERIALS	Standard	CO	06/03/2010	Yes
I4701A - c04701	ITEM 0470-0151 BITUMINOUS SEAL COAT	Standard	CO	06/03/2010	Yes
00 - c0515 4515.0001	Sawing & Sealing of Bit. Overlays Modified	Project Specific		06/03/2010	Yes
I6091E - c06091	ITEM 0609-0009 EQUIPMENT PACKAGE	Standard	CO	06/03/2010	Yes
00 - c0930 4930.0004	Post Mounted Signs Type A	Project Specific		06/03/2010	Yes
00 - c0964 4964.0001/0002/0005	Epoxy Pavt Mrks	Project Specific		06/03/2010	Yes
00 - c4461-0001	BITUMINOUS PRIME COAT MODIFIED	Project Specific		06/03/2010	Yes
00 - c9491-0019	MILLING OF BITUMINOUS PVMT SURFACE, VAR DEPTH, FOR INSTALLATION OF 3:1 SAFETY SLOPE	Project Specific		06/03/2010	Yes
00 - c9491-0070	Milling of Concrete Pavement Surface, Variable Depth	Project Specific		06/03/2010	Yes
00 - c9810-0000	Tree Removal and Trimming	Project Specific		06/03/2010	Yes
00 - c9901-9999	Cold Patch	Project Specific		06/03/2010	Yes
00 - c9966 9966.0001	REMOVAL OF EXISTING RAISED PAVEMENT MARKERS	Project Specific		06/03/2010	Yes

Records 1 to 28 of 28 Page 1 of 1 Records Per Page: 250

## Design-Build Special Provisions

- **Special Bidding**
- **Design Activities Qualifications and Requirements**
- **Engineering Involvement Restrictions**
- **Right-of-Way Design and Acquisition Services**
- **Utility Relocation Information**



## Summary

---

- **What is the purpose of a Special Provision?**
- **What are the classes of a Special Provision?**

## Summary

---

- **What are the 5 indices of Standard Special Provisions?**
- **In what mood and voice are Special Provisions written?**

---

# **CLASS EXERCISE – SPECIAL PROVISIONS**

Lesson 7.1 – Std. Spec. Prov.

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## LESSON 8 – PROJECT DEVELOPMENT CHECKLIST

---

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### Topics Addressed

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- **8.1 – Introduction**
- **8.2 – PDC Categories**
- **8.3 – Project Condition**
- **8.4 – Execute Rules**

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## **8.1 – INTRODUCTION**

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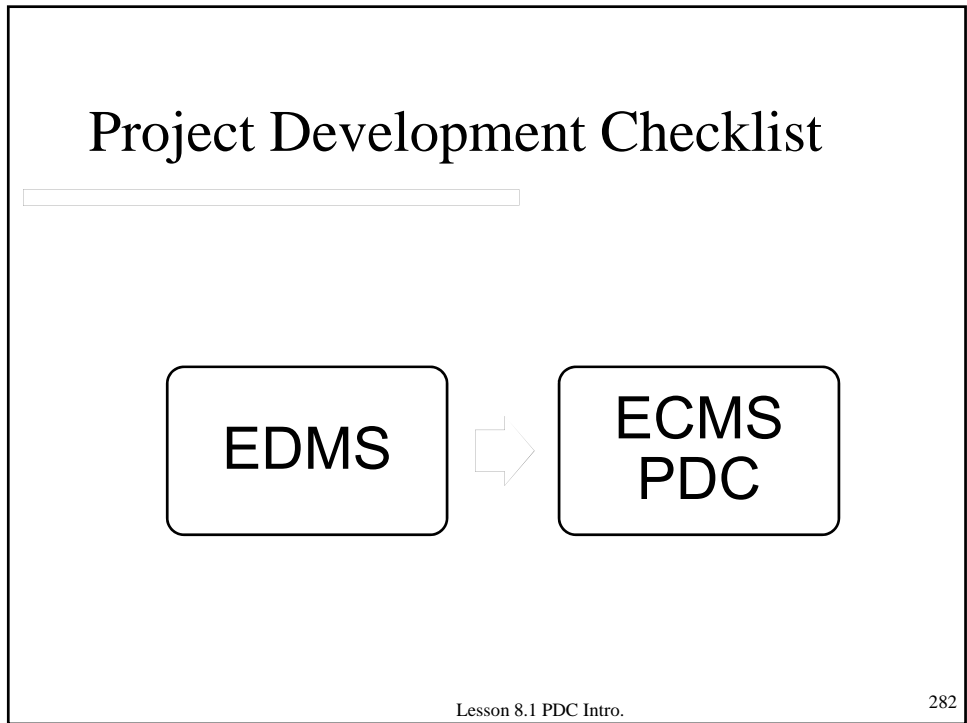
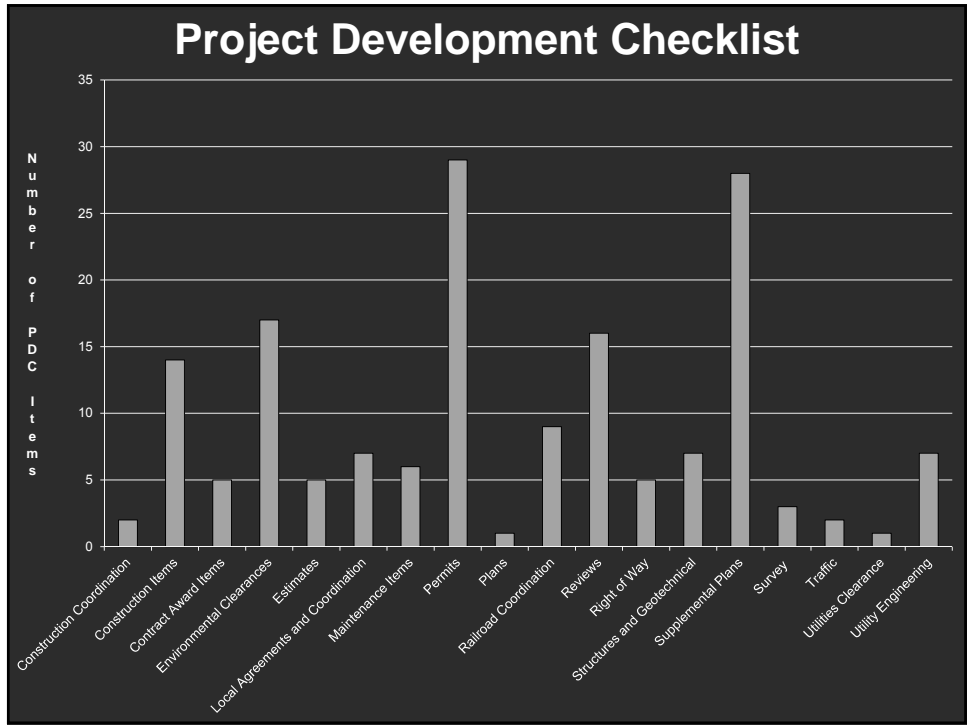
### Introduction

---

- **PDC is organizational tool**
- **Who uses it?**
  - **District Project Manager**
  - **District Contract Management staff**
  - **Central Office Contract Management staff**

Lesson 8.1 PDC Intro.

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# Project Development Checklist

[home](#) [site map](#) [help](#)

**ENGINEERING AND CONSTRUCTION MANAGEMENT SYSTEM**

[Business Partner](#) [Solicitation](#) [Engineering Agreements](#) [Construction Projects](#) [References](#) [Administration](#) [Work Queue](#)

Back Go Help

### PROJECT DEVELOPMENT CHECKLIST

Project: **75586** Standard / Federal Oversight Pre-Award

Short Description: Freeport Bridge and Freeport Bridge Ramps  
 County: Armstrong SR: 356  
 District: 10 Group ID: Municipality: FREEPORT

Checklist Items View Current GO

Filter Action GO

Records 1 to 96 of 96 Page 1 of 1 Records Per Page: 250

Category	Title	Modified	BP Ind	Completed	Contract	DocLink	Addendum	Action
Project-Specific Checklist Items	Project Specific - REVISED SHEET 76 OF 97 SEWER LINE SPECIAL PROVISIONS	05/27/2010	Yes	Yes	Yes		2	Added
	Project Specific - Railroad Gate Details	05/24/2010	Yes	Yes	Yes		1	Added
	Project Specific - Revised Incident Management Plan	05/24/2010	Yes	Yes	Yes		1	Added
	Project Specific - Concrete Pavement Limits	05/24/2010	Yes	Yes	Yes		1	Added
	Project Specific - Foundation Report 1 of 2 S-29745	05/24/2010	Yes	Yes	Yes		1	Added
	Project Specific - Foundation Report 2 of 2 S-29745	05/24/2010	Yes	Yes	Yes		1	Added
	Project Specific - Foundation Report S-29963	05/24/2010	Yes	Yes	Yes		1	Added
	Project Specific - Core Boring Test Results	05/24/2010	Yes	Yes	Yes		1	Added
	Project Specific - RR Certification Letter to FHWA	03/29/2010	No	Yes				
	Project Specific - Construction Plans to PUC 3.24-10	03/24/2010	No	Yes				

Internet 100%

Lesson 8.1 PDC Intro.

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# Project Development Checklist

<http://164.156.5.90/ECMServer/view/idm/view.asp?library=PS&PDFID=MS2K3098&logonid=c57c1aefca9>

SR 7102, Section BRG  
 Lackawanna Avenue Bridge - City of Scranton  
 MFMS #7163

PHONE: (570) 963-4010  
 FAX: (570) 963-4949

Request for Proprietary Approval

Brian G. Thompson, P.E., Acting Director  
 Bureau of Design

Richard N. Cochrane, P.E., Acting District Executive

On behalf of the City of Scranton, we request your concurrence to use proprietary items for the above referenced project. This project is funded 80% federal, 15% state and 5% local.

The proprietary items in question with justification are as follows:

- Item 9910-2800 - Decorative 70-Watt High Pressure Sodium Luminaire, Post Top Mount, Special
- Item 9910-1956 - Decorative Aluminum Lighting Pole, Post Top Mount (23.33 Foot Mounting Height), Special
- Item 9910-1955 - Decorative Aluminum Lighting Pole, Post Top Mount (16.29 Foot Mounting Height), Special

The City of Scranton requests the exclusive use of the Sternberg light, product as specified in the City's enclosed details and specifications. The City has completed numerous public infrastructure products with this lighting system and would like to continue using the system for the Lackawanna Avenue Bridge.

The City of Scranton went on record with this request dated January 9, 2008. A copy of the letter is attached.

The District sincerely believes this request will be in the best interest of the motoring public. We request your concurrence.

Approval: Brian G. Thompson, P.E. Acting Director  
 Bureau of Design

Date:

1 of 14

For Help, press F1

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---

## **8.2 – PDC CATEGORIES**

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### **PDC Categories**

---

- **Project-Specific Checklist Items**
- **Reviews**
- **Contract Award Items**
- **Local Agreements and Coordination**
- **Environmental Clearances**
- **Permits**

Lesson 8.2 PDC Categories

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## PDC Categories (cont'd)

---

- **Plans**
- **Supplemental Plans**
- **Right of Way**
- **Survey**
- **Utilities Clearance**
- **Utility Engineering**
- **Construction Items**

## PDC Categories (cont'd)

---

- **Structures and Geotechnical**
- **Railroad Coordination**
- **Traffic**
- **Construction Coordination**
- **Maintenance Items**
- **Estimates**



## Project-Specific Items

---

- **Items unique to project**
  - In reviewing, consider how items are used on a project
  - **Cannot conflict with plans, specifications, Special Provisions, or Department policy**

## Project Reviews

---

- **All concerns addressed in Bid Package**
- **Check reviews were conducted**
  - **Constructability Review**
  - **Engineering and Environmental Scoping Field View**
  - **Design Field View**
  - **Final Design Office Meeting**
  - **Final Plans (Construction) Review**
  - **PS & E Review (Certification List, Pub. 51, Exh. 3B)**
  - **Safety Review**
  - **Value Engineering Review**

## Contract Award Items

---

- **LLL Form – Disclosure of Lobbying Activities**
- **Wages**
- **Trainee Worksheet**



## Permits / Environmental Clearances

---

- **Permits**
  - **As per Design Manual**
  - **Review permit**
- **Environmental Clearances**
  - **As per Design Manual**

## Plans / Supplemental Plans

---

- **Refer to Publication 51**
  - details on how to submit plans for inclusion in EDMS
  - instruction on obtaining PennDOT Secretary signature
- **Plans are included in Bid Package**

## Right-of-Way

---

- **Clearance Certificate**
- **After 1/1/2011, no conditional clearances**

## Right-of-Way (cont'd)

---

- **Special Provision**
- **Plans**
- **Notice to Proceed Date**

## Utilities Clearance

---

- **Utilities Clearance**
  - **D-419**
    - **Plans Coordination**
    - **Special Provision**
    - **Design Items**
    - **Schedule**
    - **Document**
  - **Utility Agreement**
  - **Private Utilities**
  - **Utilities for PennDOT-owned utilities**



## Utility Engineering

---

- **Utility Clearance Assurance Letter**
  - **Attached through UR-EDMS**
    - Federal Oversight projects before project submitted to FHWA
    - PennDOT oversight projects before project is Let

## Construction Items

---

- **Design Exceptions**
- **D4332 – Pavement Design**
- **Pre-bid Construction Schedule**
- **Proprietary Item Approval**
- **Material Retention**
- **Experimental Item Approval**

## Construction Items (cont'd)

---

- **Salvage Credit Approval**
- **Warranties**
- **Pre-bid Meeting Minutes**
- **Inspector's Field Office and Inspection Facilities**
- **RULD**

Lesson 8.2 PDC Categories

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## Structure and Geotechnical

---

- **Structure Policy Letters**
  - **Contractor designed item**
  - **Should be included in Bid Package**
  - **Special Provision**



Lesson 8.2 PDC Categories

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## Railroad Coordination

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- **Plans**
- **Coordinate with Grade Crossing Unit**
- **Special Provisions**
- **Attachments**
- **Project Information Screen**
- **Project Development Checklist**

## Traffic Coordination

---

- **Plans**
- **Special Provisions**
- **Attachments**
- **Project Development Checklist**

# Estimates

---

- **Estimates**
  - **4232 Approval**
    - *Do not publish a project without 4232 approval*
  - **Goal**
    - Estimate within  $\pm 10\%$  of low bid

---

## 8.3 – PROJECT CONDITION



# Project Condition

Home site map help

**pennsylvania** DEPARTMENT OF TRANSPORTATION **ECMS** ENGINEERING AND CONSTRUCTION MANAGEMENT SYSTEM **pennsylvania** logout  
SAMUEL O. ONYESKA

Business Partner Solicitation Engineering Agreements Construction Projects References Administration Work Queue

Back Help

**CONDITIONS**

Project: 5845 Standard / Federal Oversight Advertised

Short Description: 80 Sus River Bridge  
County: Columbia SR: 80  
District: 03 Group ID: Bridge Replacements  
Org Code: 0310  
Section: 078  
Municipality: MIFFLIN

Condition	Subject	Submitted
Cannot open bids	PUIC Approval of Construction Plans	03/25/2010 07:38:16 AM
Satisfied	verify approval date on the roadway plans	04/01/2010 10:42:45 AM
Cannot open bids	mandatory prebid	06/02/2010 01:32:01 PM

You are currently logged in as Samuel O. Onyeska. If this is incorrect, please [login](#). Your session will timeout in 27 minutes.

Release: 14.0  
Session size: 117.4k

PennDOT | Home | Site Map | Help | Pennsylvania  
Copyright © 2009 Pennsylvania Department of Transportation. All Rights Reserved.  
[PennDOT Privacy Policy](#)

Wed Jun 09 12:38:19 EDT 2010  
Official ECMS Date/Time

Lesson 8.3 PDC Proj. Cond. 305

## 8.4 – EXECUTE RULES

## Execute Rules

---

- **Powerful tool used during Bid Package preparation**
  - **Conditions / requirements met**
  - **Run at various levels**
  - **Advances to next level**

## Execute Rules – Levels

---

- **Submit Package (or Addendum)**
- **Publish Package (or Addendum)**
- **Open Bids**
- **Award Contract**
- **Issue NTP**
- **Finalization**

# Execute Rules – Errors

- All errors cleared to advance
  - Fix error
  - Override error
- Requires Central Office Approval

Lesson 8.4 PDC Exec. Rules

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# Execute Rules – Errors

Number	List	Description	Max Level	Rate
1	EN	No Scheduled List Date has been approved for this project. Central Office must approve the list date before the bid package can be advertised.		200
2	EN	The Anticipated Physical Work Complete date has not been entered in the Project Milestones or the Anticipated Physical Work Complete date is not greater than the Anticipated RTP date in the Project Milestones.		200
3	EN	(40001) COVENANTS, SPECIFICATIONS AND APPLICABLE OCCUPATIONAL SPECIAL PROVISIONS) The listed item is not marked complete on the PDC or the Project Special Provisions page.		200
4	EN	(40002) MITIGATION COMMITMENTS & ECMTS REVIEW AND SIGN-OFF) The listed item is not marked complete on the PDC or the Project Special Provisions page.		200
5	EN	(40001) UTILITIES- THE REQUIREMENT TO LIST INFORMATION) The listed item is not marked complete on the PDC or the Project Special Provisions page.		200
6	EN	(11201) DELIVERY OF MILLED MATERIAL TO DEPARTMENT STOCKPILE) The listed item is not marked complete on the PDC or the Project Special Provisions page.		200
7	EN	(02011) ITEM 0201-0001 - CLEARING AND GRUBBING (MOF/EG) The listed item is not marked complete on the PDC or the Project Special Provisions page.		200
8	EN	(02091) ITEM 0209-0009 EQUIPMENT PACKAGE) The listed item is not marked complete on the PDC or the Project Special Provisions page.		200
9	EN	(02011) ITEM 0201-0001 - MAINTENANCE AND PROTECTION OF TRAFFIC DURING CONSTRUCTION) The listed item is not marked complete on the PDC or the Project Special Provisions page.		200
10	EN	(02002) ITEM 0200-0001 - PAVEMENT REPAIR) The listed item is not marked complete on the PDC or the Project Special Provisions page.		200
11	EN	(02031) ITEM 0203-0001 - SOLUTION CAVITY EXCAVATION) The listed item is not marked complete on the PDC or the Project Special Provisions page.		200
12	EN	(02091) ITEM 0209-0101 - CURBSIDE BASE REPLACEMENT 18" (DEPTH, RIGID PAVEMENT) The listed item is not marked complete on the PDC or the Project Special Provisions page.		200
13	EN	(06011) ITEM 0601-0002 - CLEANING EXISTING 4' X 2' CONCRETE BOYS) The listed item is not marked complete on the PDC or the Project Special Provisions page.		200
14	EN	(06011) ITEM 0601-0001 - CONCRETE COLLAR FOR PIPE EXTENSION) The listed item is not marked complete on the PDC or the Project Special Provisions page.		200
15	EN	(06001) ITEM 0600-0010 - PLAN CEMENT CONCRETE CURB, INCLUDING REMOVAL OF EXISTING CURB) The listed item is not marked complete on the PDC or the Project Special Provisions page.		200
16	EN	(06011) ITEM 0601-0001 - CEMENT CONCRETE SIDEWALK) The listed item is not marked complete on the PDC or the Project Special Provisions page.		200
17	EN	(06011) ITEM 0601-0001 (SIDEWALK DETECTABLE WARNING SURFACE) The listed item is not marked complete on the PDC or the Project Special Provisions page.		200
18	EN	(09041) ITEM 0904-0002 - RESET SIGNAL JUNCTION BOX) The listed item is not marked complete on the PDC or the Project Special Provisions page.		200
19	EN	(09061) ITEM 0906-0001 - PEDESTRIAN PUSH BUTTON HEIGHT ADJUSTMENT) The listed item is not marked complete on the PDC or the Project Special Provisions page.		200
20	EN	(4-0232 Federal Fiscal Authorization Form) The listed item is not marked complete on the PDC or the Project Special Provisions page.		200
21	EN	(0419 - Utility Clearance) The listed item is not marked complete on the PDC or the Project Special Provisions page.		200
22	EN	(Environmental Clearance Eval. (CEES) Log) The listed item is not marked complete on the PDC or the Project Special Provisions page.		200
23	EN	(Erosion and Sediment Pollution Control Plan) The listed item is not marked complete on the PDC or the Project Special Provisions page.		200
24	EN	(Erecting Structure Plan) The listed item is not marked complete on the PDC or the Project Special Provisions page.		200
25	EN	(Mitigation Commitments within CE EER) The listed item is not marked complete on the PDC or the Project Special Provisions page.		200
26	EN	(Mitigation Requirements List) The listed item is not marked complete on the PDC or the Project Special Provisions page.		200
27	EN	(Pre-Bid Construction Schedule) The listed item is not marked complete on the PDC or the Project Special Provisions page.		200
28	EN	(Pre-Bid Estimate) The listed item is not marked complete on the PDC or the Project Special Provisions page.		200
29	EN	(PDC Review) The listed item is not marked complete on the PDC or the Project Special Provisions page.		200
30	EN	(Roadway Plan) The listed item is not marked complete on the PDC or the Project Special Provisions page.		200
31	EN	Federal Project must have a GSE goal. Either the goal has not been created or it has not been approved by BOC Contract Management.		200
32	EN	The Construction Plans item on the Project Development Checklist does not contain an approval date.		110
33	EN	The Erosion & Sediment Pollution Control Plan item on the Project Development Checklist does not contain an approval date.		110
34	EN	The Environmental Clearance - EVAL item on the Project Development Checklist does not contain an approval date.		300
35	EN	(020-002) All or part of the quantity for the listed design item does not have a fund code associated with it.		200

# Execute Rules – Warnings

## ● Warnings

- Not necessary to clear to advance
- Flag inconsistencies
- Indicate possible future errors

# Execute Rules – Warnings

14	W	Project conditions exist with a status of: Cannot Open Bids	EN - Open Bids	014
15	W	No Scheduled Let Date has been approved for this project. Central Office must approve the let date before the bid package can be advertised	EN - Publish Bid Package	216
16	W	(10941 ITEM 9084-00_ ITEM 9084-00_ ) - PRECAST REINFORCED CONCRETE STRUCTURE) The listed item is not marked complete on the PDC or the Project Special Provisions page.	EN - Publish Bid Package	273
17	W	(19991 ITEM 1999-0000- TRANEES FOR PROJECTS 100% STATE FUNDED) The listed item is not marked complete on the PDC or the Project Special Provisions page.	EN - Publish Bid Package	273
18	W	(Cross Section) The listed item is not marked complete on the PDC or the Project Special Provisions page.	EN - Publish Bid Package	273
19	W	(D12 ITEM 9009-9986 - INSPECTOR'S FIELD OFFICE, TYPE B AND LEASED EQUIPMENT) The listed item is not marked complete on the PDC or the Project Special Provisions page.	EN - Publish Bid Package	273
20	W	(Environmental Clearance Eval. (CEES link)) The listed item is not marked complete on the PDC or the Project Special Provisions page.	EN - Publish Bid Package	273
21	W	(Environmental Clearance Scoping (CEES link)) The listed item is not marked complete on the PDC or the Project Special Provisions page.	EN - Publish Bid Package	273
22	W	(Environmental Mitigation Plan) The listed item is not marked complete on the PDC or the Project Special Provisions page.	EN - Publish Bid Package	273
23	W	(Erosion and Sediment Pollution Control Plan) The listed item is not marked complete on the PDC or the Project Special Provisions page.	EN - Publish Bid Package	273
24	W	(ID-21 for Construction) The listed item is not marked complete on the PDC or the Project Special Provisions page.	EN - Execute Contract	212
25	W	(Notification to Local Municipality) The listed item is not marked complete on the PDC or the Project Special Provisions page.	EN - Publish Bid Package	273
26	W	(Other/Project Specific Plan) The listed item is not marked complete on the PDC or the Project Special Provisions page.	EN - Publish Bid Package	273
27	W	(Project Specific) The listed item is not marked complete on the PDC or the Project Special Provisions page.	EN - Publish Bid Package	273
28	W	(Roadway Plan) The listed item is not marked complete on the PDC or the Project Special Provisions page.	EN - Publish Bid Package	273
29	W	(Signage and Pavement Marking Plan) The listed item is not marked complete on the PDC or the Project Special Provisions page.	EN - Publish Bid Package	273
30	W	(Structure Plan) The listed item is not marked complete on the PDC or the Project Special Provisions page.	EN - Publish Bid Package	273
31	W	(Traffic Control Plan) The listed item is not marked complete on the PDC or the Project Special Provisions page.	EN - Publish Bid Package	273
32	W	(Traffic Signal Plan) The listed item is not marked complete on the PDC or the Project Special Provisions page.	EN - Publish Bid Package	273
33	W	(0010-1234 SANITARY SEWER REALIGNMENT - VALLEY BROOK INTERCEPTOR) The listed item is not marked complete on the PDC or the Project Special Provisions page.	EN - Publish Bid Package	273
34	W	The Environmental Mitigation Plan item on the Project Development Checklist does not contain an approval date.	EN - Submit Addendum	127
35	W	The ID-021 for Construction checklist item on the Project Development Checklist has an invalid posting date or the date has not been entered.	EN - Execute Contract	193
36	W	(M12420000) The listed Contribution Agreement is not associated with a fund code.	EN - Award Contract	193
37	W	(Cross Section) This item is marked to include in the bid package therefore it must have an EDMS document link.	EN - Award Contract	216

## Execute Rules – Escalation

---

- **Escalation of Rules**
  - **E/Y: warning – overrideable error**
  - **E/N: warning – error not overrideable**

## Summary

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- **What is the purpose of the PDC?**
- **What feature in ECMS checks that all conditions and requirements have been met for Letting?**



# LESSON 9 – OBSTACLES TO LETTING

---

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## Obstacles to Letting

---

- **DBE / MBE / WBE**
  - **Goal on Bid Package screen must match Governing Specification**
  
- **Municipal / Local**
  - **Executed agreement attached to PDC**
  - **Registered business partner**
  - **Include standard Special Provision**

Lesson 9 Obstacles to Letting

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# Obstacles to Letting

- **Mandatory Pre-Bid**

- **If checked on Bid Package screen:**
  - **Include pre-bid Special Provision**
  - **Attach list of contractors attending meeting to PDC**

# Obstacles to Letting

- **Mandatory Pre-Bid**

<b>Header</b>
MANDATORY PRE-BID CONFERENCE
<b>Provision Body</b>
A mandatory pre-bid conference, with Department of Transportation personnel and all prospective bidders, will be held on <u>(enter date here)</u> at <u>(enter time here)</u> Local Time, at the <u>(enter place, street address, city, state, and zip code here)</u> , telephone number <u>(enter telephone number here)</u> . The purpose of this meeting is to identify and discuss certain aspects of the project which can and will impact on the bidder's ability to submit an informed bid.
The bidder's attendance at this pre-bid conference is MANDATORY. If unable to attend the meeting in person, the bidder must send a duly authorized personal representative.
Failure of the bidder, or the bidder's accredited personal representative, to attend this pre-bid conference, and register with the Department official in charge of the meeting, will be cause for rejection of the bid proposal.
In compliance with the Americans with Disabilities Act of 1990, the Department has scheduled the pre-bid conference at a facility which is accessible to persons having disabilities. Any person having special needs or requiring special assistance is requested to contact <u>(enter name of contact person here)</u> at <u>(enter telephone number here)</u> by <u>(enter date here)</u> , in order that special needs may be accommodated and/or assistance provided.
Direct any questions regarding the pre-bid conference to <u>(enter name of contact person here)</u> at <u>(enter telephone number here)</u> .



## Obstacles to Letting

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- **Reciprocal Limitations**

- 100% state funded project, include standard Special Provision
- Any amount of federal funding, do not use Special Provision
- Emergency projects – do not use Special Provision if any chance of applying for federal funds

- **Lobbying**

- Attach LLL Form for all federal projects

## Obstacles to Letting

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- **Environmental Clearance**

- **Right-of-Way**

- Verify clearance level
- Verify attachment matches ECMS level

## Obstacles to Letting

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- **Wages**
  - **Federal wages**
  - **State wages**



## Obstacles to Letting

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- **Project Description**
  - **No blank spaces**
- **Railroad**
  - **Include SSP if railroad insurance box checked**
  - **Attach completed 4279A Form**

## Obstacles to Letting

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- **Non-Override Errors**
  - Do not overlook
- **Project Conditions**
  - Placed on project ensuring item will be cleared

## Summary

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- **How can federal wages be an obstacle to Letting?**
- **How can the DBE Goal information be an obstacle to Letting?**



# LESSON 10 – EMERGENCY & LOCAL PROJECTS

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## 10.1 – EMERGENCY PROJECTS

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FOR MORE INFO...

**Review Publication 51, Chapter 6**

**Review Publication 51, Appendix – Procedure for Declared Emergency**

**Review Publication 550, Disaster Recovery Manual**

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## Emergency Projects

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- **FHWA Declared Emergency**
  - Follow Publication 550
  - Follow Publication 51 Appendix

## Emergency Projects

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- **FEMA Emergency**
  - Follow Publication 550



## Emergency Projects

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- **Types of Projects**
  - **Federal ER Funds – Emergency Repair**
  - **Federal ER Funds – Permanent Repair**
  - **Federal Non-ER Funds**
  - **100% State Funded Projects**

## Emergency Projects

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- **List of Requirements for Proposal/ Contract**
  - **Follow Publication 51, Appendix B, Procedure for Declared Emergency**

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## **10.2 – LOCAL PROJECTS**

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### Local Projects

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- **Executed Agreement attached to PDC**
- **Project Information Screen**
- **Project Team**
- **Standard Special Provisions**
- **Funding**

Lesson 10.2 Local Proj.

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# Local Projects – Agreement

**TRANSPORTATION ENHANCEMENTS PROGRAM  
FEDERAL-AID REIMBURSEMENT AGREEMENT  
(POLITICAL SUBDIVISIONS AND OTHER PUBLIC BODIES)**

THIS AGREEMENT is made and entered into by and between the Commonwealth of Pennsylvania, acting through the Department of Transportation ("DEPARTMENT"),

a n d

the Borough of Port Allegany, McKean County, a political subdivision, municipal authority, duly and properly formed under the laws of the Commonwealth of Pennsylvania, acting through its proper officials ("SPONSOR").

W I T N E S S E T H:

WHEREAS, the Transportation Equity Act for the 21st Century, Pub.L. 105-178 ("TEA-21") continues the funding instituted by the Intermodal Surface Transportation Efficiency Act of 1991, Pub. L. 102-240 ("ISTEA") for transportation enhancement activities and enlarges the categories of eligible activities (defined in 23 U.S.C. Section 101(a)) from ten to twelve; and,

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# Local Projects – Project Information

**PROJECT INFORMATION**

Project: **89379**  **Municipal / PENNDOT Oversight Non-NHS** Advertised

Short Description: Anderson Ave Phase II Org Code: 0600  
 County: Montgomery SR: 30  
 District: 06 Group ID: Section: AA2  
Municipality: LOWER MERION T

Detail Information

**Financial Funding**

Enhancement: Yes State Type of Work: BRIDGE PAINTING  
 Local or Private Funding: Yes

Lesson 10.2 Local Proj. 338

## Local Projects – Project Team

PROJECT TEAM			
Project:	89379	go	Municipal / PENNDOT Oversight Non-NHS
Short Description: Anderson Ave Phase II			Org Code: 0600
County: Montgomery	SR: 30	Section: AA2	
District: 06	Group ID:	Municipality: LOWER MERION T	
Advertised			
DESIGN TEAM			
Project Manager			
Name	Phone	Fax	Email
Coscia, John J.	(215) 238-2859		jcosciajr@dvrpc.org
BUSINESS PARTNERS			
Construction Management			
Name			BP ID
No records found.			
Contractor Team			
Type	Name	BP ID	Contract
No records found.			
Third Party			
Type	Name	BP ID	
Lead Municipality/Third Party	Township of Lower Merion	003340	

Lesson 10.2 Local Proj.

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## Local Projects – Special Provisions

### a02701 LOCAL AUTHORITY CONTRACT--DEPARTMENT LET

Department let projects; requires Provision Body specify name of Municipality

### a02801 LOCAL AUTHORITY CONTRACT--LOCAL LET

Local let projects

### a02901 PAYMENT OF RETAINAGE TO SUBCONTRACTORS

Local match projects when retainage applies

### a02902 LOCALLY SPONSORED PROJECT PAYMENT PROCESS

Locally sponsored projects where Reimbursement Agreement specifies Local Sponsor seeks reimbursement from Department to pay contractor

### a02903 LOCALLY SPONSORED PROJECT REIMBURSEMENT PROCESS

Locally sponsored projects where Reimbursement Agreement specifies Local Sponsor pays contractor then seeks reimbursement from Department

Lesson 10.2 Local Proj.

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# Local Projects – Funding

FUND CODES									
Project: 72999		Municipal / PENNDOT Oversight Non-NHS					Pre-Award		
Short Description: El Centro Stscapes				SR:		Org Code: 0650			
County: Philadelphia				Group ID:		Section: EC0			
District: 06						Municipality: PHILADELPHIA			
Records 1 to 3 of 3 Page 1 of 1 Records Per Page: 25									
Fund	Name	WBS	WBS	FPN	FPN	Other	Other	Total	
01	Landscaping and Other Scenic Beautification (TE funding)	P-072999T7EC0-0650-375-1	0.00%	T065-136-L220	100.00%			\$579,319.00	
02	Landscaping and Other Scenic Beautification (State RACP funding)	P-072999T7EC0-0650-375-2	0.00%	T065-136-L220	0.00%	Local Funding (State RACP Funds)	100.00%	\$1,575,981.00	
03	Landscaping and Other Scenic Beautification (City and Other Funding)	P-072999T7EC0-0650-375-2	0.00%	T065-136-L220	0.00%	Local Funding (City and Other)	100.00%	\$44,700.00	

# Local Projects

- If project not in ECMS, verify paper copies are included
- Scanned copies located on P drive
- Determine attachments to be used

## Summary

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- **On local projects, what document is necessary for PennDOT to open bids?**
- **Which Special Provision states that PennDOT will Let the local project?**

## COURSE CONCLUSION

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## Learning Outcomes

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- **Prepare and review Bid Packages to improve biddability**
- **Use available standard information to prepare Bid Packages**
- **Check completeness and consistency of Bid Packages to reduce errors/addendum**

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## Topics Addressed – Day 1

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- 1. Bid Package Assembly**
- 2. Plans**
- 3. Design Items**
- 4. Other ECMS Screens**
- 5. Attachments**
- 6. Addenda**

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## Topics Addressed – Day 2

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- 7. Special Provisions**
- 8. Project Development Checklist**
- 9. Obstacles to Letting**
- 10. Emergency & Local Projects**

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## Key Points

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- **Bid Package communicates project details and expectations to both contractor and Department staff**
- **Use standards as much as possible**
- **Attention to detail is crucial**
- **Bid Package should be accurate, complete, consistent and biddable**

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**THANK YOU!**

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