



Panel Discussion for Specifications

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Discussion Items

- Plan Notes
- Technical Special Provisions
- Modified Special Provisions
- Workbook/Specs on the Web
- Standard Specifications

Survey & Audience Poll

- Survey Methodology
- Livepoll via Guidebook
 - Panel Discussion with Specifications
 - My Sessions or Expo Agenda (Tuesday 1:15pm)
 - Specs Panel - just below Livepoll

Livepoll Question 1

- During phase review of plans, some FDOT offices request plan notes that conflict with or reiterate FDOT Specifications.
 - a. True
 - b. False

SurveyMonkey - Plan Notes

- Plan notes are often included in a set of plans only to be removed later on. Generally what is the original source of these notes? Please select the top 3 that apply.
 - a. District Discipline Office other than Specs/Final Plans. 73%
 - b. District Notes Pick List. 51%
 - c. Plans Preparation Manual. 42%
 - d. Structures Manual. 5%
 - e. District Specifications/Final Plans Office. 14%
 - f. Previously used on a similar project. 73%
 - g. Other 18%

SurveyMonkey - Plan Notes

- In regards to the previous question generally what is the reason that plan notes are removed? Please select the top 3 that apply.
 - a. Not needed per District Discipline Office. 25%
 - b. Caused by change to District Notes Pick List. 15%
 - c. Caused by updates/changes to Specification, Design Standards, PPM, Structures Manual, etc. 57%
 - d. Conflicts with or re-iterates the Specifications. 85%
 - e. Conflicts or re-iterates the Design Standards. 51%
 - f. Wasn't applicable to the work. 15%
 - g. Other. 14%

Livepoll Question 2

- Utility work by Highway Contractor may be included in a FDOT Contract without a TSP.
 - a. True
 - b. False

Survey Monkey - Technical Special Provisions (TSP)

- What is your biggest obstacle when preparing a Technical Special Provision?
 - a. Unfamiliar process/lack of guidance. 36%
 - b. Not enough time in schedule for review process. 10%
 - c. Didn't know one was needed. 3%
 - d. Don't have an example. 33%
 - e. Other. 17%

Survey Monkey - Technical Special Provisions (TSP)

- When should a Technical Special Provision be prepared?
 - a. Only when required by the Basis of Estimates manual. 7%
 - b. When there are no Implemented Specifications covering the work. 60%
 - c. When a project specific change is needed to the Specifications. 18%
 - d. When a Special Provision doesn't cover the work. 16%

Livepoll Question 3

- If an implemented specification does not adequately address the needs of the project. You should:
 - Coordinate with the State Specs Office.
 - Coordinate with the District Specs Office.
 - Coordinate with the responsible Discipline Office.
 - Draft a Plan Note and include it in the plans.

Survey Monkey - Modified Special Provisions (MSP)

- When should a Modified Special Provision be prepared?
 - a. When there are no implemented Specifications for the work. 13%
 - b. When a general change is needed to the Specifications. 49%
 - c. None of the above. 38%

Survey Monkey - Modified Special Provisions (MSP)

- What problems do you face when preparing a Modified Special Provision?
 - a. Unfamiliar process/lack of guidance. 38%
 - b. Not enough time in schedule for review process. 11%
 - c. Didn't know one was needed. 11%
 - d. Don't have an example. 24%
 - e. Specification unavailable/not published. 5%
 - f. Other. 11%

SurveyMonkey - Specification Package/Specs on the Web

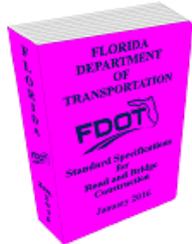
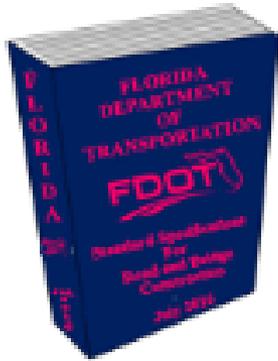
- What is the most common problem you have when preparing a Specifications Package?
 - a. Gathering all necessary information needed. 33%
 - b. Interpretation of usage notes. 25%
 - c. Formatting issues after compiling. 29%
 - d. Other. 13%

SurveyMonkey - Standard Specifications

- Have you ever been involved in the Industry Review process to change an existing FDOT Specification?
 - a. I have provided input for or been the originator for a change. 4%
 - b. I have provided comments that have resulted in changes to the Specification. 2%
 - c. I have provided comments. 11%
 - d. I have reviewed changes, comments, and response. 27%
 - e. I don't know. 57%

Final SurveyMonkey Question

- Can you suggest any changes to the FDOT Specifications or related processes that would be beneficial?
 - Fourteen responses were received and we've tried to answer each one to the best of our ability at the end of this presentation.



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Nadir Rodrigues, D4

Vince Camp, D2

Eddy Scott, D2

Richard McCall, D7

Any questions?

Final Survey Question

- Can you suggest any changes to the FDOT Specifications or related processes that would be beneficial?
 - CPR – how many names do you want in on the cover (Spec Package) and how do you want them to appear? Per the Specs on the Web user guide insert the names of the first reviewer, second reviewer and the EOR. Please use full names for all three individuals. Per the Spec Package Preparation Procedure (630-010-005) Spec Package Preparation training is required for EOR's signing a Spec Package and the training is recommended for the others involved. We verify the EOR names against a published list.
 - State on online site when a workbook is ready. I've prepared ones in the past only to realize it was too early in the process. Specs on the web will not allow you to create a package for a project in which the implemented Specifications have not been released yet. Typically the January and July effective Specifications are released around early September and early March. Additionally many District Spec Offices will notify you directly or through you PM as to when you may begin. If in doubt, please contact your District Specs office.

Final Survey Question (continued)

- If we are governed by the specification book and all changes are electronic and can be governed online, why the need for a specifications package unless a specific project has unique items that are not covered? **Almost every project has some uniqueness and under our current way of doing business a Specification Package is the methodology used for making changes to the Standard Specs. There has been some discussion in the past of ways Specification Packages could be eliminated. So far solutions discussed appear to create more problems than they solve.**
- The Spec Package should be reviewed prior to the Production Submittal in order to avoid Change Memos. **We agree the process for Spec Package Preparation as outlined in Section 2 of the FDOT Spec Handbook must be followed.**

Final Survey Question (continued)

- More consistency across the Districts in review and comments on TSP's and MSP's. The process for TSP and MSP reviews is outlined in the Spec Handbook and it's fairly thin. This is a difficult endeavor, there are different individuals involved from district to district with different levels of experience and expertise. For MSP's at least, these are required to go through the State Specs Office for Final Approval so there should be a little more consistency. Additional written guidance on TSP/MSP development could be published and some related training for the District Specs Offices would be helpful. We've forwarded this suggestion to the State Specs Engineer.
- Streamline the overall review process of TSP's and MSP's. See previous answer.
- I was unaware until recently that an MSP was an option. It may be worth creating a webinar on MSP's. There are several training opportunities in which this topic is covered in particular for consultants Specification Package Preparation. A webinar could be helpful, also additional written guidance per previous answer this page.

Final Survey Question (continued)

- Having TSP's archived statewide and made readily available to the Consultant community would be very beneficial. While it is understandable things change and updates are made over time, re-creating TSP's for the same pay item over and over is very time consuming, especially if the same TSP has been previously approved in other Districts. **Central Office Specifications as well as most Districts maintain an internal list of TSP's that have been used. However, the Districts want some control over what examples are put out there. Often there are big differences between TSP's used for the same work for various reasons such as: project specific differences, regional variations both within and between the districts, age of TSP example, etc. Starting from an example without the knowledge of the District Spec Office often ends up causing more re-work. Please ask the District Spec Office for an example.**
- Have word file of example TSP's on specs site. **See previous answer.**

Final Survey Question (continued)

- Think about what Construction will have to face when the job lets. If there are detours or lane closures, ensure there are consequences for the Contractor if the closures go longer than allowed. Add closure limits to SP or TSP. Lane closure or detour restrictions (times and dates) should go in the plans. However there are various Special Provisions for Section 8 that likely address your concerns. For example take a look in the July 2016 Workbook files SP0081300 (Damage Recovery) which assess a cost to the contractor if lanes aren't opened during the times shown in the plans.
- I like that some reviewers give a spec reference when saying to remove a note because it's already in the specs. This helps the designer know where to look. I find frequently that some of the information in the note is not in the specs, and only a portion of the note needs to be removed. In general this is a good practice and reviewers should try to provide backup information as to why a plan note should be removed. For projects that don't have a lot of plan notes, this is easy. On the flip side designers have a responsibility to vet notes before including them. When we see a lot of plan notes that conflict or re-iterate the Specifications we may just list the notes that should be removed and ask the designer to vet these notes and re-submit.

Final Survey Question (continued)

- Unrelated... please revert back to the old BOE. Can you provide a reason? If so contact the State Estimates Engineer Greg Davis directly.
- Reduce the number of changes per year. Assume you are talking about the Specifications in general. Currently there are two main changes (Implementation cycles) January and July. If we went to one change per year the number of Mandatories would likely increase. The number of individual spec changes with each of these cycles can vary but can be extensive. Unfortunately our contracts are affected by a lot of influences both inside and outside the Department. Some of these influences include: Legislative, State and Federal, Technology, related changes to other contract documents or design documents, Industry Standards, Contracting Industry, etc. The State Specs Office does try to hold the number of Mandatory changes (not part of the normal January/July Implementations to an absolute minimum.