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To: Registered PPM Holders
cc:
cc:
Subject: January 2003 PPM Corrections

Registered PPM Holders:

The following PPM pages have been issued as "Corrected Copy - January 2003":

PPM Volume I, Chapter 20 Plans Processing and Revisions, Page 20-11
PPM Volume I, Chapter 22 Lump Sum Project Guidelines, Page 22-5
PPM Volume II, Chapter 7 Summary of Quantities, Page 7-5 (Corrected Pay Item Numbers)
PPM Volume II, Chapter 7 Summary of Quantities, Page 7-6
PPM Volume II, Chapter 19 Work Zone Traffic Control, Page 19-2
PPM Volume II, Chapter 23 Signing and Pavement Marking Plans, Page 23-3
PPM Volume II, Chapter 23 Signing and Pavement Marking Plans, Page 23-11

The above correction to Volume I, Chapter 20 Plans Processing and Revisions, addresses an error on Page 20-11. The original edition of the PPM January 2003 update included a revision indicating the District Cost Estimate is required in the Contract File Index only for Federal Aid Oversight projects. This is incorrect. The District Cost Estimate is required for **ALL** Federal Aid projects and Page 20-11 has been corrected accordingly.

The remainder of the above corrections (except page 7-5) address the conflicting instructions previously issued on paint quantities for pavement markings. This includes new pay item notes, plan notes, and guidance. In addition, the 2003 Basis of Estimates Handbook Summary of Major Changes dated October 1, 2003 has been corrected to be consistent with the PPM corrections above, and is posted on both the Roadway Design Office web site (Roadway Updates) and the State Estimates Office web site.

Roadway Design Office Web Site: <http://www11.myflorida.com/rddesign/default.htm>

Estimates Office Web Site: <http://www11.myflorida.com/estimates/>

No hardcopy version of these corrected pages are being sent. PPM holders should download and print the electronic version of these pages from the 2003 PPM web site (or the Roadway Updates page) to replace pages in the hardcopy edition.

2003 PPM Web Site: <http://www11.myflorida.com/rddesign/PPM%20Manual/2003/PPM.htm>

If you have any questions concerning these corrections, please contact this office.

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**Exhibit 20-B Contract File Index
Sheet 1 of 2**

CONTRACT FILE INDEX

Financial Project ID _____

Proposal/Contract ID _____

ATTACHMENTS (check or expected day of arrival in Central Office)

_____ Calendar Days Recommendation*

_____ Preliminary Engineering Certification*

_____ Utility Certification

_____ Status of Environmental Certification*

_____ Permit Transmittal Memo

_____ Maintenance Agreement, if applicable*; (number ____)

_____ Joint Project Agreement with engineer's estimate, if applicable; 2 copies

_____ Reimbursable (number ____)

_____ Non-reimbursable (number ____)

_____ District Cost Estimate*

_____ FA Project Certification to Standards*

Yes_ No_ Federal Authorization Request (FAR) Form has been electronically transmitted*

Yes_ No_ Project exempt from FHWA oversight under agreement dated April 26, 1999*

Yes_ No_ Right of Way Certification was mailed to State R/W Administrator

* Include if federally funded.

Name: _____

Signature: _____

Project Manager/Other Title

Signing and Pavement Marking, Lighting, and Signalization plan sheets shall continue to contain pay item numbers to be used for reference purposes only. Conduit lengths on conduit pay items should not be shown. A note should be placed on each sheet that states, "Pay item numbers are provided only for the purpose of describing the work to be performed. Pay item descriptions are found in the Department's ***Basis of Estimates Handbook*** and the Project Specifications package." Signing and Pavement Marking, and Signalization plans should NOT have any Tabulation of Quantities sheets included in the contract plans. For projects that include new asphalt surfaces, a note should be placed in the Signing and Pavement Marking Plans that states, "All pavement markings shall be paint unless otherwise noted in the plans."

22.4 Preliminary Estimate

If there is only one project in the contract, the designer will code in the pay item for Lump Sum (Alternative Bidding) (999-2) and the Initial Contingency Amount (Do Not Bid) Pay item (999-25). If there is more than one project in a single contract (strung projects), the designer will code both pay items on each project.

The designer shall provide data to the District Estimates Office to be used in the estimate process. The data necessary for preparing the preliminary estimate may differ with project type and complexity. Preliminary estimates for Lump Sum projects may be determined in a number of ways: data from the designer, historic data, long-range estimate (LRE), and by reviewing data from similar, current projects. The intent of Lump Sum Contracting is not to shift the responsibilities or work involved in estimating quantities from the designer to the District Estimates Office. The cooperative effort of the designer in providing data in an electronic spreadsheet or other means acceptable to the District Estimates Office will be helpful in improving the Lump Sum Preliminary Estimate Process. Contact the appropriate District for specific requirements.

**Exhibit 7-1 Standard Notes for Summary of Quantities Sheet
Sheet 1 of 2**

Below are standard notes that should be used on the summary of quantities sheet, as applicable:

(Under Summary of Earthwork):

Earthwork has been calculated using the _____ base option. If another option is constructed, there shall be no revision to the earthwork quantities for which payment is made by plan quantity.

Pay Item Notes

1. 102- 1- Includes approximately _____ SY of Temporary Pavement.
2. 104- 10- 1 Based on replacement every 3 months.
3. 104- 13- 1 Based on replacement every 12 months.
4. 110- 86- All salvageable material designated to be delivered by the contractor shall be delivered to:
(Provide address of nearest FDOT Maintenance Yard.)
5. 331- 2 or 334- 1
Includes _____ TN for turnouts, connections to existing drives, streets, etc., as directed by the Engineer.
6. 400- 1- 15 Includes _____ CY for miscellaneous construction, as directed by the Engineer.
7. (For new construction projects with Asphalt Base, Type B-12.5 Only):
520-1-7 or 520-1-10
Cost of asphalt curb pad and additional curb thickness required to be included in the cost of curb and gutter.
8. 536- 73- (To be used for the removal of existing guardrail when FDOT Maintenance wants materials).
Existing guardrail to be dismantled and stockpiled within the right of way in areas designated by the Engineer for removal by FDOT maintenance forces.
9. 538- 1- This is to include replacement of _____ panels, _____ regular posts and _____ special posts which have been determined to be non-salvageable. Additional posts and panels determined to be non-salvageable during resetting shall be paid for under Section 538-5 of the Specifications.

**Exhibit 7-1 Standard Notes for Summary of Quantities Sheet
Sheet 2 of 2**

10. Temporary Grassing: When required by the project design, these items shall be included in the cost of the Permanent Grassing items. A pay item note should show the approximate quantities. For example:
 - 570- 1- Includes approximately _____ SY Seeding for temporary grassing.
 - 570- 2- Includes approximately _____ SY Seed and Mulch for temporary grassing.
 - 570- 3- Includes approximately _____ lbs Grass Seed (Permanent Type) for temporary grassing.
 - 570- 4- Includes approximately _____ Tons Mulch Material for temporary grassing.
 - 570- 5- Includes approximately _____ Tons Fertilizer for temporary grassing.
 - 570- 9- Includes approximately _____ Gallons Water for temporary grassing.
 - 570- 10- Includes approximately _____ lbs Grass Seed (Quick Growing) for temporary grassing.
 - 575- 1- Includes approximately _____ SY Sodding for temporary grassing.
11. 570- 5- Based on _____ applications.
12. 639- 2- 1 Payment shall be based on the linear feet of a single conductor.
13. The following pay item note should be shown in the Roadway Plans:
 - 710- The totals shown on the Summary of Roadway Pay Items include the quantities for pavement markings used for Traffic Control Pavement Markings plus two applications of final pavement markings.

When a project requires more than one phase of construction, the traffic control plans should address each individual phase. MOT quantities should be tabulated by phase in the traffic control plans or shown in the computation book.

19.3 Levels of Complexity to be Anticipated for Traffic Control Plans

The following guidelines have been developed to assist in determining the level of detail and complexity that may be required for a project.

19.3.1 Level I

Application - Simple projects where method of construction is straight forward. (Examples: RRR, Enhancements, Resurfacing, Minor Widening).

Components of the TCP

1. General Notes (including references to the applicable indexes in the ***Design Standards***)
2. Phase Typical Section(s)
3. Special Details - MINIMAL - where unique situations for the project exist

19.3.2 Level II

Application - Moderately complex Construction projects, such as reconstruction of roadways. (Examples: Urban or rural widening projects, Projects with Diversions or Detours)

Components of the TCP

1. General Notes
2. Phase Notes (including references to the applicable indexes in the ***Design Standards***)
3. Phase Typical Section(s)
4. Detailed plan sheets (when an index in the ***Design Standards*** does not apply)
5. Cross Sections as determined necessary (Example: diversions, temporary drainage, temporary bridge structure)
6. Special Details - As necessary for constructability (Example: temporary drainage, slope requirements due to diversions, temporary signalization, railroad work, etc.)

23.3 Tabulation of Quantities and Pay Item Notes

The tabulation of quantities sheet shall be prepared on the standard plan format and shall show quantities, standard sign numbers, pay item numbers and size of sign for all pay items. The sign size is not required if shown in the plans sheets. Pay items shall be listed in numerical order and quantities shall be tabulated per sheet. Provisions shall be made to show the original and final quantities. Pay item notes shall also be shown on this sheet.

On contracts with multiple Financial Project ID's or federal aid and nonfederal aid quantities, provisions shall be made to tabulate and summarize their respective quantities.

Projects using paint for final pavement markings are to include quantities for two applications of final pavement markings in the Roadway Summary of Pay Items. However, the Signing and Pavement Marking Plans tabulation of quantities for final pavement markings shall show quantities for one application. A pay item note is included in the Roadway Plans as shown in **Exhibit 7-1** in **Chapter 7** of this Volume.

Exhibit 23-1 Standard Notes for Signing and Pavement Marking Plans

There are currently no standard notes for Signing and Pavement Marking Plans.