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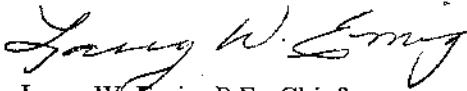
DEPARTMENT OF TRANSPORTATION  
DEB MILLER, SECRETARY

KATHLEEN SEBELIUS, GOVERNOR

Joe —

LARRY W. EMIG, P.E., CHIEF

MEMO TO: County Engineers/Road Supervisors/Highway Administrators/Public Works Directors; City Engineers/Street Superintendents; Consultants

FROM:   
Larry W. Emig, P.E., Chief  
Bureau of Local Projects

DATE: July 28, 2006

SUBJECT: Requesting two sets of Final Check Plans in order for KDOT to provide working days earlier for Construction Engineering (CE) Agreements

RE: BLP Memo 06-05

As a result of an internal review and evaluation of the Bureau of Local Projects (BLP) and the Bureau of Traffic Engineering (BTE) processes for developing construction engineering (CE) inspection services agreements (see BRUD Memo 84-4), the Bureaus are implementing a change that will provide the information necessary for the consulting engineer to prepare proposals for inspection services on projects earlier in the process and improve our ability to have fully executed contracts at the time of letting.

Beginning immediately, the BLP and the BTE are requesting each consulting engineering firm to provide two (2) sets of plans at Final Check submittal. The second set will be forwarded to the Estimating Engineer in KDOT's Bureau of Construction and Maintenance for computation of Working Days on the project. When the BLP's Contracts Team receives the working day information from the Estimating Engineer, the BLP's Contracts Team will relay the information to the Local Public Authority (LPA). The LPA shall notify the CE inspection services consultant to prepare the proposal with the number of working days. Alternatively, the LPA may prepare its proposal for CE inspection services if the LPA will be utilizing their own staff for the inspection services.

One set of the final check plans must be complete. The second set of plans, used for the working day computation, should include the title sheet, typical sections, plan-profile sheets, all construction details, quantities, construction sequencing, traffic control, and any other details that affect the project's duration of construction; however, cross sections are optional on this set.

Please contact Ron Seitz, David Nagy, or J.R. Campbell at (785)296-3861 if you have any questions.

- c: G. David Comstock, P.E., Division of Engineering and Design  
David Church, P.E., Bureau of Traffic Engineering  
Jim L. Kowach, P.E., Bureau of Design  
Roy D. Rissky, P.E., Bureau of Construction and Maintenance

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