

The Local Assistance Division, Asset Management Division, Structure and Bridge Division, and Traffic Engineering Division should be consulted on projects in their respective area of responsibility. The sequence of construction is to include diagrams and appropriate notes to inform the contractor as to how this operation is to be accomplished and advise of traffic problems that may be encountered. These shifts in traffic flows are to be designed to conform to the geometrics shown in the standards for detours (St'd. GS-10) and/or as indicated in the "Safety Guidelines for Construction Zones" (See [IIM LD- 93](#)).

When a sequence of construction plan is considered necessary, it shall be included in the plans that are distributed for review at the Field Inspection and it shall be of sufficient detail to present the basic concept and to reflect environmental, traffic, safety, and right of way requirements.

A copy of the sequence of construction plan with the accepted Preliminary Field Inspection recommendations incorporated is to be furnished to the Traffic Engineer prior to the public hearing/right of way stage. If detours and/or right of way (including easements) will be required for the maintenance of traffic, the sequence of construction must be completed in sufficient detail for the right of way requirements to be incorporated into the public hearing right of way plans.

Where a sequence of construction plan is considered unnecessary for a particular project, the file shall be documented accordingly with the listing of the names of those involved in the decision and the reasons for the decision.

The Field Inspection prints must also indicate that a sequence of construction plan is not necessary and that only such items as flagging, warning lights, etc., will be required.

All of the above items are to be discussed thoroughly at the Field Inspection and recommendations included in the Field Inspection Report.

## **REQUEST FOR SPECIAL DESIGN PLANS**

After the Field Inspection questions have been resolved, requests shall be made to the [Standards/Special Design Section](#), by memorandum, to prepare the necessary special design roadway drawings for inclusion in the plans. This process is explained in Chapter 2G-1-FINALIZING PLANS of this manual. The scheduled advertisement date, the project charge number, and prints of the pertinent plan sheets are to accompany the request. The designer is to furnish any required additional data and/or instructions to the [Standards/Special Design Section](#) to assure that correct specifications are incorporated in the drawing(s).

If circumstances dictate a change in the plans that would alter or eliminate the need for a special drawing that is in the process of being prepared, the [Standards/Special Design Section](#) is to be notified immediately.

The [Hydraulics Engineer](#) shall submit all requests for special design drainage items by transmittal slip (copy to the Road Designer) to the [Standards/Special Design Section](#). When the design is completed, the [Standards/Special Design Section](#) is to review the final design with the Hydraulics Section before furnishing the road designer with the drawing for insertion in the project assembly

## **REQUEST FOR SOUND BARRIER WALL DESIGNS**

Sound Barrier Wall requirements for location and profile elevations are determined by the Environmental Division who will provide the roadway designer with the requirements. An explanation of this procedure is in Chapter [2E-3-DETAILED PLAN DESIGN](#) of this manual.

## **BRIDGES**

When Field Inspections are held on projects involving new or existing bridges, particular attention must be paid to all discussions concerning these structures. The Structure and Bridge Division shall be notified of any decisions affecting a bridge design. A copy of the Field Inspection Report and any other applicable correspondence must be forwarded to them.

## **REQUEST FOR SPECIAL PROVISIONS**

When a Project Manager is aware of the need for a Special Provision, the Project Manager will coordinate with the Scheduling and Contract Division as soon as possible.

If any doubt exists as to whether a given decision affects a bridge, the Structure and Bridge Division should be contacted informally and if a bridge is affected, a copy of the Field Inspection Report shall be sent them by memorandum explaining the facts.