

## **NON-SIGNIFICANT IMPROVEMENTS / PERSONAL PROPERTY**

Non-significant improvements/personal property will be assigned D900 series numbers (D900, D901, etc.), shown in or adjacent to the item and summarized under "Clearing of Parcel" (See [Figure 2G-5](#)).

## **ITEMS NOT IN CONTRACT**

Items to be removed by others are to be shown in the summary in order that bidders are made aware of the scope of work required. Show items only for parcels where payment is to be made under "Clearing of Parcel" (See Figure 2G-4).

## **COMPLIANCE WITH FEDERAL REGULATIONS**

Because the department is operating under the [Certification Acceptance Plan](#) for most projects, it is extremely important that the Designer be thorough in the review for compliance with federal regulations. There are numerous federal directives with which the Designer must be familiar, along with AASHTO design criteria. The current FHWA Program Manual is kept on file in the Plan Coordination Section.

## **PLAN PROCESS-PARTIAL TAKE PARCELS (NO TOTAL TAKE PARCELS)**

The District Right of Way Manager will be responsible for providing the information for the Right of Way Data Sheet. The Project Manager/Project Coordinator will be responsible for obtaining the Federal Identification Base Numbers from the "Project Pool".

The Location and Design Division will also be responsible for submitting requests for "Partial Takes" immediately after Field Inspection.

The Title Sheets will show a "Partial Take" Right of Way Authorization Signature Block and the Right of Way Data Sheet will show "Partial Take" Tabulation Block.

The estimates in PCES and RUMS must be verified to agree.\*

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\* Rev. 7/10