

Design Standards Letter

Letter Number: G-1998-02

Letter Date: 01/27/1998

Effective Date: 01/26/1998

Section/Plan No.: None

Subject: Support Center Job Special Provisions (JSP's)

Body

Support Center Design Special Provisions and Materials Special Provisions are generated to provide standard JSP's for use on jobs to address experimental or special applications which have not been adopted as Standard Specifications.

Under current procedures for signing and sealing plans, the district project manager is responsible for signing the Job Special Provisions Table of Contents (Roadway), acknowledging that they are aware of the contents of the Support Center JSP's included in the plans. For this reason, we have agreed not to insert a new version of a Support Center JSP without allowing the project managers the time to review the revised provisions and concurring in the use of the revised provisions for their specific project. Therefore, the effective date of a new or revised Support Center JSP will be 14 weeks after it has been made available to the district. This allows the district a minimum of two weeks to review and implement a new or revised Support Center JSP into a project prior to the date the plans are to be submitted to the Support Center for a letting. This does not mean a project manager cannot include the latest Support Center JSP into a project to be let before the effective date of the JSP. On the contrary, when possible, we encourage the latest Support Center JSP's be used in all projects. It should also be understood, there will be exceptions to the rule when a revision to a JSP is critical and must be implemented immediately, regardless of the status of a project.

As the Design Special Provisions and Materials Special Provisions are revised, they will be made available through the Lotus Notes JSP database; and on a quarterly basis, a Design Division letter will be provided to all users to inform them of any revisions or additions to the Support Center JSP's. We encourage all users to become familiar with the Lotus Notes database since it will reflect the latest changes or additions to the Support Center JSP's.

Under "View" in Lotus Notes JSP database, the user has the option of viewing either english or metric JSP's, then the option of reviewing all JSP's (current and outdated), only current JSP's, or only outdated JSP's.

We have requested the Materials Division to provide revised Materials Special Provisions

