

Design Standards Letter

Letter Number: G-2000-13

Letter Date: 08/31/2000

Effective Date: 08/31/2000

Section/Plan No.: None

Subject: 3-Month Letting Schedule

Body

The tentative 3-month letting schedule is published in conjunction with advertising projects in the current bid opening, and frequently in the past, projects were moved in and out of this schedule. This is no longer acceptable. Effective immediately, the 3-month letting schedule is to be considered a commitment which must be honored. Projects, including operations-funded projects, will not be delayed within, added to, or moved out of the 3-month letting schedule without justification and concurrence by the District Engineer, appropriate Project Development Liaison Engineer, and Director of Project Development. In addition, projects added to the program must have Commission approval prior to advertisement in the three month letting schedule.

Attached is a spreadsheet detailing the letting date, projects due date, the date of advertising that letting plus the subsequent three months, and the last date for moving projects before the letting schedule is published.

As an example, on October 13, projects in the November bid opening will be advertised, and the proposed letting schedule for December, January and February will be attached. If a project scheduled for the February bid opening is in jeopardy of not being ready for the February letting, that project must be moved before October 6. However, if it is a new project to be added to the STIP, it would have to be submitted by September 25 in order to be placed on the Commission's October meeting agenda for approval.

Please refer any questions you may have in regards to this new policy to General Headquarters Project Development Liaison Engineers.

pm/sb

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Attachment