

111

June 17, 2022 Letting

Notice to Bidders, Specifications and Proposal



**Illinois Department
of Transportation**

**Contract No. 62P55
COOK County
Section 2021-137-BR
Route FAI 94
District 1 Construction Funds**

Prepared by

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Checked by

(Printed by authority of the State of Illinois)



NOTICE TO BIDDERS

- 1. TIME AND PLACE OF OPENING BIDS.** Electronic bids are to be submitted to the electronic bidding system (iCX-Integrated Contractors Exchange). All bids must be submitted to the iCX system prior to 12:00 p.m. June 17, 2022 prevailing time at which time the bids will be publicly opened from the iCX SecureVault.
- 2. DESCRIPTION OF WORK.** The proposed improvement is identified and advertised for bids in the Invitation for Bids as:

**Contract No. 62P55
COOK County
Section 2021-137-BR
Route FAI 94
District 1 Construction Funds**

(2007.6-Ft) Structural rehabilitation and substructure repairs of three bridges earring 1-94 over Little Calumet River and over CSXT& IHB Railroad in the City of Dolton and the City of Calumet City.

- 3. INSTRUCTIONS TO BIDDERS.** (a) This Notice, the invitation for bids, proposal and letter of award shall, together with all other documents in accordance with Article 101.09 of the Standard Specifications for Road and Bridge Construction, become part of the contract. Bidders are cautioned to read and examine carefully all documents, to make all required inspections, and to inquire or seek explanation of the same prior to submission of a bid.

(b) State law, and, if the work is to be paid wholly or in part with Federal-aid funds, Federal law requires the bidder to make various certifications as a part of the proposal and contract. By execution and submission of the proposal, the bidder makes the certification contained therein. A false or fraudulent certification shall, in addition to all other remedies provided by law, be a breach of contract and may result in termination of the contract.
- 4. AWARD CRITERIA AND REJECTION OF BIDS.** This contract will be awarded to the lowest responsive and responsible bidder considering conformity with the terms and conditions established by the Department in the rules, Invitation for Bids and contract documents. The issuance of plans and proposal forms for bidding based upon a prequalification rating shall not be the sole determinant of responsibility. The Department reserves the right to determine responsibility at the time of award, to reject any or all proposals, to readvertise the proposed improvement, and to waive technicalities.

By Order of the
Illinois Department of Transportation

Omer Osman,
Secretary

INDEX
FOR
SUPPLEMENTAL SPECIFICATIONS
AND RECURRING SPECIAL PROVISIONS

Adopted January 1, 2022

This index contains a listing of SUPPLEMENTAL SPECIFICATIONS and frequently used RECURRING SPECIAL PROVISIONS.

No ERRATA this year.

SUPPLEMENTAL SPECIFICATIONS

Std. Spec. Sec.

Page No.

No Supplemental Specifications this year.

RECURRING SPECIAL PROVISIONS

The following RECURRING SPECIAL PROVISIONS indicated by an "X" are applicable to this contract and are included by reference:

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STATE OF ILLINOIS

SPECIAL PROVISIONS

The following Special Provisions supplement the "Standard Specifications for Road and Bridge Construction", adopted January 1, 2022, the latest edition of the "Manual on Uniform Traffic Control Devices for Streets and Highways" and the "Manual of Test Procedures for Materials" in effect on the date of invitation for bids, and the "Supplemental Specifications and Recurring Special Provisions" indicated on the Check Sheet included herein which apply to and govern the construction of FAI Route 94 (I-94), Section 2021-137-BR, Cook County, Contract No. 62P55 and in case of conflict with any part, or parts, of said Specifications, the said Special Provisions shall take precedence and shall govern.

FAI Route 94 (I-94)
Section 2021-137-BR
Cook County
Contract No. 62P55

LOCATION OF PROJECT

The project is located along I94 over and in the vicinity of Little Calumet River. The project is located in the City of Dolton in Cook County, Illinois. The combined gross length of the bridges to be repaired is 2007.6 feet = 0.375 miles.

DESCRIPTION OF PROJECT

Structural rehabilitation including steel/framing and substructure repairs will be performed on three bridges (SN 016-0158, SN 016-0159, SN 016-0160) along I94.

STATUS OF UTILITIES (D-1)

Effective: June 1, 2016

Revised: January 1, 2020

Utility companies and/or municipal owners located within the construction limits of this project have provided the following information regarding their facilities and the proposed improvements. The tables below contain a description of specific conflicts to be resolved and/or facilities which will require some action on the part of the Department's contractor to proceed with work. Each table entry includes an identification of the action necessary and, if applicable, the estimated duration required for the resolution.

UTILITIES TO BE ADJUSTED

Conflicts noted below have been identified by following the suggested staging plan included in the contract. The company has been notified of all conflicts and will be required to obtain the necessary permits to complete their work; in some instances, resolution will be a function of the construction staging. The responsible agency must relocate, or complete new installations as noted below; this work has been deemed necessary to be complete for the Department's contractor to then work in the stage under which the item has been listed.

All Stages

| STAGE / LOCATION | TYPE | DESCRIPTION | RESPONSIBLE AGENCY | DURATION OF TIME |
|------------------|------|-------------|--------------------|------------------|
| | | | | |

No conflicts to be resolved *(or if there are conflicts they are to be listed as noted above)*

Stages: _____ Days Total Installation

The following contact information is what was used during the preparation of the plans as provided by the Agency/Company responsible for resolution of the conflict.

| Agency/Company Responsible to Resolve Conflict | Name of contact | Phone | E-mail address |
|--|-----------------|-------|----------------|
| | | | |
| | | | |
| | | | |

UTILITIES TO BE WATCHED AND PROTECTED

The areas of concern noted below have been identified by following the suggested staging plan included for the contract. The information provided is not a comprehensive list of all remaining utilities, but those which during coordination were identified as ones which might require the Department's contractor to take into consideration when making the determination of the means and methods that would be required to construct the proposed improvement. In some instances, the contractor will be responsible to notify the owner in advance of the work to take place so necessary staffing on the owner's part can be secured.

All Stages

| STAGE / LOCATION | TYPE | DESCRIPTION | OWNER |
|-------------------------|-------------|--------------------|--------------|
| | | | |
| | | | |
| | | | |

No facilities requiring extra consideration *(or listed as noted above)*

The following contact information is what was used during the preparation of the plans as provided by the owner of the facility.

| Agency/Company Responsible to Resolve Conflict | Name of contact | Phone | E-mail address |
|---|------------------------|--------------|-----------------------|
| | | | |
| | | | |
| | | | |

The above represents the best information available to the Department and is included for the convenience of the bidder. The days required for conflict resolution should be considered in the bid as this information has also been factored into the timeline identified for the project when setting the completion date. The applicable portions of the Standard Specifications for Road and Bridge Construction shall apply.

Estimated duration of time provided above for the first conflicts identified will begin on the date of the executed contract regardless of the status of the utility relocations. The responsible agencies will be working toward resolving subsequent conflicts in conjunction with contractor activities in the number of days noted.

The estimated relocation duration must be part of the progress schedule submitted by the contractor. A utility kickoff meeting will be scheduled between the Department, the Department's contractor and the utility companies when necessary. The Department's contractor is responsible for contacting J.U.L.I.E. prior to all excavation work.

TRAFFIC CONTROL PLAN

Effective: September 30, 1985
Revised: January 1, 2007

Traffic Control shall be according to the applicable sections of the Standard Specifications, the Supplemental Specifications, the "Illinois Manual on Uniform Traffic Control Devices for Streets and Highways", any special details and Highway Standards contained in the plans, and the Special Provisions contained herein.

Special attention is called to Article 107.09 of the Standard Specifications and the following Highway Standards, Details, Quality Standard for Work Zone Traffic Control Devices, Recurring Special Provisions and Special Provisions contained herein, relating to traffic control.

The Contractor shall contact the District One Bureau of Traffic at least 72 hours in advance of beginning work.

STANDARDS:

701428 Traffic Control Setup and Removal, Freeway/Expressway
701901 Traffic Control Devices

DETAILS:

TC-17 Traffic Control Details for Freeway Shoulder Closures and Partial Ramp Closures

SPECIAL PROVISIONS:

Traffic Control Plan
Traffic Control and Protection (Expressways)
Traffic Control Surveillance (Expressways)
Public Convenience and Safety
Traffic Control and Protection (Expressways)
Traffic Spotters (BDE)
Work Zone Traffic Control Devices (BDE)

TRAFFIC CONTROL AND PROTECTION (EXPRESSWAYS)

Effective: March 8, 1996
Revised: April 1, 2019

Description. This work shall include furnishing, installing, maintaining, replacing, relocating, and removing all traffic control devices used for the purpose of regulating, warning, or directing traffic. Traffic control and protection shall be provided as called for in the plans, applicable Highway Standards, District One Expressway details, Standards and Supplemental Specifications, these Special Provisions, or as directed by the Engineer.

General. The governing factor in the execution and staging of work for this project is to provide the motoring public with the safest possible travel conditions on the expressway through the construction zone. The Contractor shall arrange his operations to keep the closing of lanes and/or ramps to a minimum.

The Contractor shall be responsible for the proper location, installation, and arrangement of all traffic control devices. Special attention shall be given to existing warning signs and overhead guide signs during all construction operations. Warning signs and existing guide signs with down arrows shall be kept consistent with the barricade placement at all times. The Contractor shall immediately remove, completely cover, or turn from the motorist's view all signs which are inconsistent with lane assignment patterns.

The Contractor shall coordinate all traffic control work on this project with adjoining or overlapping projects, including barricade placement necessary to provide a uniform traffic detour pattern. When directed by the Engineer, the Contractor shall remove all traffic control devices that were furnished, installed, or maintained by him under this contract, and such devices shall remain the property of the Contractor. All traffic control devices shall remain in place until specific authorization for relocation or removal is received from the Engineer.

Additional requirements for traffic control devices shall be as follows.

- (a) Traffic Control Setup and Removal. The setting and removal of barricades for the taper portion of a lane closure shall be done under the protection of a vehicle with a truck/trailer mounted attenuator and arrow board per State Standard 701428 and Section 701 of the Standard Specifications. Failure to meet this requirement will be subject to a Traffic Control Deficiency. The deficiency will be calculated as outlined in Article 105.03 of the Standard Specifications. Truck/trailer mounted attenuators shall comply with Article 1106.02(g) or shall meet the requirements of NCHRP 350 Test Level 3 with vehicles used in accordance with manufacturer's recommendations and requirements.
- (b) Sign Requirements
 - (1) Sign Maintenance. Prior to the beginning of construction operations, the Contractor will be provided a sign log of all existing signs within the limits of the construction zone. The Contractor is responsible for verifying the accuracy of the sign log. Throughout the duration of this project, all existing traffic signs shall be maintained by the Contractor. All provisions of Article 107.25 of the Standard Specifications shall apply.
 - (2) Work Zone Speed Limit Signs. Work zone speed limit signs shall be installed as required in Article 701.14(b) and as shown in the plans and Highway Standards. Based upon the existing posted speed limit, work zone speed limits shall be established and signed as follows.

- a. Existing Speed Limit of 55mph or higher. The initial work zone speed limit assembly, located approximately 4200' before the closure, and shall be 55mph as shown in 701400. Additional work zone 45mph assemblies shall be used as required according to Article 701.14(b) and as shown in the Highway Standards and plans. WORK ZONE SPEED LIMIT 55 PHOTO ENFORCED assemblies may be omitted when this assembly would normally be placed within 1500 feet of the END WORK ZONE SPEED LIMIT sign. If existing speed limit is over 65mph then additional signage should be installed per 701400.
 - b. Existing Speed Limit of 45mph. The advance 55mph work zone speed limit assembly shown in 701400 shall be replaced with a 45mph assembly. Additional work zone 45mph assemblies shall be used as required according to Article 701.14(b) and as shown in the Highway Standards and plans. WORK ZONE SPEED LIMIT 55 PHOTO ENFORCED assemblies shall be eliminated in all cases. END WORK ZONE SPEED LIMIT signs are required.
- (3) Exit Signs. The exit gore signs as shown in Standard 701411 shall be a minimum size of 48 inch by 48 inch with 12 inch capital letters and a 20 inch arrow. EXIT OPEN AHEAD signs shown in Standard 701411 shall be a minimum size of 48 inch by 48 inch with 8 inch capital letters.
- (4) Uneven Lanes Signs. The Contractor shall furnish and erect "UNEVEN LANES" signs (W8-11) on both sides of the expressway, at any time when the elevation difference between adjacent lanes open to traffic equals or exceeds one inch. Signs shall be placed 500' in advance of the drop-off, within 500' of every entrance, and a minimum of every mile.
- (c) Drums/Barricades. Check barricades shall be placed in work areas perpendicular to traffic every 1000', one per lane and per shoulder, to prevent motorists from using work areas as a traveled way. Check barricades shall also be placed in advance of each open patch, or excavation, or any other hazard in the work area, the first at the edge of the open traffic lane and the second centered in the closed lane. Check barricades, either Type I or II, or drums shall be equipped with a flashing light.

To provide sufficient lane widths (10' minimum) for traffic and also working room, the Contractor shall furnish and install vertical barricades, in lieu of Type II or drums, along the cold milling and asphalt paving operations. The vertical barricades shall be placed at the same spacing as the drums.

- (d) Vertical Barricades. Vertical barricades shall not be used in lane closure tapers, lane shifts, exit ramp gores, or staged construction projects lasting more than 12 hours. Also, vertical barricades shall not be used as patch barricades or check barricades. Special attention shall be given, and ballast provided per manufacture's specification, to maintain the vertical barricades in an upright position and in proper alignment.

- (e) Temporary Concrete Barrier Wall. Prismatic barrier wall reflectors shall be installed on both the face of the wall next to traffic, and the top of sections of the temporary concrete barrier wall as shown in Standard 704001. The color of these reflectors shall match the color of the edgelines (yellow on the left and crystal or white on the right). If the base of the temporary concrete barrier wall is 12 inches or less from the travel lane, then the lower slope of the wall shall also have a 6 inch wide temporary pavement marking edgeline (yellow on the left and white on the right).
- (f) Flaggers. One flagger will be required for each separate activity of an operation that requires frequent construction vehicles to enter or leave a work zone to or from a lane open to traffic. Temporary traffic control and flagger position shall be according to District One Detail TC-18 – Expressway Flagging, or as directed by the Engineer.
- (g) Full Expressway Closures. Full Expressway Closures will only be permitted for a maximum of 15 minutes during the allowable hours listed in the Keeping the Expressway Open to Traffic Special Provision. During Full Expressway Closures, the Contractor will be required to close off all lanes except one, using Freeway Standard Closures. The Contractor will be required to provide one changeable message sign to be placed at the direction of the Engineer. The sign shall display a message as directed by the Engineer. A Maintenance of Traffic Plan shall be submitted to the District One Expressway Traffic Control Supervisor 14 days in advance of the planned work; including all stage changes. The Maintenance of Traffic Plan shall include, but not be limited to: lane and ramp closures, existing geometrics, and equipment and material location. The District One Expressway Traffic Control Supervisor (847-705-4151) shall be contacted at least 3 working days in advance of the proposed road closure and will coordinate the closure operation with police forces.

Method of Measurement. This item of work will be measured on a lump sum basis for furnishing, installing, maintaining, replacing, relocating, and removing traffic control devices required in the plans and these Special Provisions. Traffic control and protection required under Standards 701101, 701400, 701401, 701402, 701406, 701411, 701416, 701426, 701428, 701446, 701901 and District details TC-8, TC-9, TC-17, TC-18 and TC-25 will be included with this item.

Basis of Payment.

- (a) This work will be paid for at the contract lump sum price for TRAFFIC CONTROL AND PROTECTION (EXPRESSWAYS). This price shall be payment in full for all labor, materials, transportation, handling, and incidental work necessary to furnish, install, maintain, replace, relocate, and remove all Expressway traffic control devices required in the plans and specifications.

In the event the sum total value of all the work items for which traffic control and protection is required is increased or decreased by more than ten percent (10%), the contract bid price for TRAFFIC CONTROL AND PROTECTION (EXPRESSWAYS) will be adjusted as follows:

$$\text{Adjusted contract price} = .25P + .75P [1 \pm (X - 0.1)]$$

Where: "P" is the bid unit price for Traffic Control and Protection

| | |
|--------------|---|
| Where: "X" = | $\frac{\text{Difference between original and final sum total value of all work items for which traffic control and protection is required}}{\text{Original sum total value of all work items for which traffic control and protection is required.}}$ |
|--------------|---|

The value of the work items used in calculating the increase and decrease will include only items that have been added to or deducted from the contract under Article 104.02 of the Standard Specifications and only items which require use of Traffic Control and Protection.

Temporary traffic control costs due to delay will be paid for according to the Compensable Delay Costs (BDE) Special Provision.

- (b) The Engineer may require additional traffic control be installed in accordance with standards and/or designs other than those included in the plans. In such cases, the standards and/or designs will be made available to the Contractor at least one week in advance of the change in traffic control. Payment for any additional traffic control required will be in accordance with Article 109.04 of the Standard Specifications.
- (c) Revisions in the phasing of construction or maintenance operations, requested by the Contractor, may require traffic control to be installed in accordance with standards and/or designs other than those included in the plans. Revisions or modifications to the traffic control shown in the contract shall be submitted by the Contractor for approval by the Engineer. No additional payment will be made for a Contractor requested modification.
- (d) Temporary concrete barrier wall will be measured and paid for according to Section 704.
- (e) Impact attenuators, temporary bridge rail, and temporary rumble strips will be paid for separately.

- (f) Temporary pavement markings shown on the Standard will be measured and paid for according to Section 703 and Section 780.
- (g) All pavement marking removal will be measured and paid for according to Section 703 or Section 783.
- (h) Temporary pavement marking on the lower slope of the temporary concrete barrier wall will be measured and paid for as TEMPORARY PAVEMENT MARKING, 6”.
- (i) All barrier wall reflectors will be measured and paid for according to Section 782.
- (j) The Changeable Message Sign required for Full Expressway Closures shall not be paid for separately.

TRAFFIC CONTROL SURVEILLANCE (EXPRESSWAYS)

Effective: October 25, 1995

Revised: January 21, 2015

The contractor shall provide a person with a vehicle to survey, inspect and maintain all temporary traffic control devices when a lane is closed to traffic, when hazards are present adjacent to or within 10 foot of the edge of pavement for more than 24 hours, or as directed by the Engineer.

The surveillance person is required to drive through the project, to inspect all temporary traffic control devices, to correct all traffic control deficiencies, if possible, or immediately contact someone else to make corrections and to assist with directing traffic until such corrections are made, at intervals not to exceed 4 hours. This person shall list every inspection on an inspection form, furnished by the Engineer, and shall return a completed form on the first working day after the inspections are made.

The Contractor shall supply a telephone staffed on a 24-hour-a-day basis to receive any notification of any deficiencies regarding traffic control and protection or receive any request for improving, correcting or modifying traffic control, installations or devices, including pavement markings. The Contractor shall dispatch additional men, materials and equipment as necessary to begin to correct, improve or modify the traffic control as directed, within one hour of notification by this surveillance person or by the Department. Upon completion of such corrections and/or revisions, the Contractor shall notify the Department's Communication Center at (847) 705-4612.

Method of Measurement.

Traffic Control Surveillance will be measured on calendar day basis. One calendar day is equal to a minimum of six (6) inspections. The inspections shall start within 4 hours after the lane is closed to traffic, a hazard exists within 10 foot from the edge of pavement, or as directed by the Engineer and shall end when the lane closure or hazard is removed or as directed by the Engineer.

Basis of Payment.

Surveillance will be paid for at the contract unit price per calendar day or fraction thereof for TRAFFIC CONTROL SURVEILLANCE (EXPRESSWAYS). The price shall include all labor and equipment necessary to provide the required inspection and maintenance on the expressway and on all cross streets which are included in the project. The cost of the materials for the maintenance of traffic control devices shall be included in the traffic control pay items.

PUBLIC CONVENIENCE AND SAFETY (DIST 1)

Effective: May 1, 2012

Revised: July 15, 2012

Add the following to the end of the fourth paragraph of Article 107.09:

“If the holiday is on a Saturday or Sunday, and is legally observed on a Friday or Monday, the length of Holiday Period for Monday or Friday shall apply.”

Add the following sentence after the Holiday Period table in the fourth paragraph of Article 107.09:

“The Length of Holiday Period for Thanksgiving shall be from 5:00 AM the Wednesday prior to 11:59 PM the Sunday After”

Delete the fifth paragraph of Article 107.09 of the Standard Specifications:

“On weekends, excluding holidays, roadways with Average Daily Traffic of 25,000 or greater, all lanes shall be open to traffic from 3:00 P.M. Friday to midnight Sunday except where structure construction or major rehabilitation makes it impractical.”

KEEPING THE EXPRESSWAY OPEN TO TRAFFIC

Effective: March 22, 1996
 Revised: October 9, 2020

Whenever work is in progress on or adjacent to an expressway, the Contractor shall provide the necessary traffic control devices to warn the public and to delineate the work zone as required in these Special Provisions, the Standard Specifications, the State Standards and the District Freeway details. All Contractors' personnel shall be limited to these barricaded work zones and shall not cross the expressway.

The Contractor shall request and gain approval from the Illinois Department of Transportation's Expressway Traffic Operations Engineer at www.idotlcs.com twenty-four (24) hours in advance of all daily lane, ramp and shoulder closures and 7 days in advance of all permanent and weekend closures on all Freeways and/or Expressways in District One. This advance notification is calculated based on workweek of Monday through Friday and shall not include weekends or Holidays.

LOCATION: I-94 Bishop Ford: I-80 to 96th

| WEEKNIGHT | TYPE OF CLOSURE | ALLOWABLE LANE CLOSURE HOURS | | | | | |
|-------------------|-----------------|------------------------------|----|---------------|----------------|----|----------------|
| | | INBOUND | | | OUTBOUND | | |
| Sunday - Thursday | 1-Lane* | 8:00 PM | to | 5:00 AM | 10:00 PM | to | 7:00 AM |
| | 2-Lane | 11:00 PM | to | 5:00 AM | 11:59 PM | to | 6:00 AM |
| Friday | 1-Lane* | 11:00 PM (Fri) | to | 8:00 AM (Sat) | 11:00 PM (Fri) | to | 8:00 AM (Sat) |
| | 2-Lane | 11:59 PM (Fri) | to | 6:00 AM (Sat) | 1:00 AM (Sat) | to | 7:00 AM (Sat) |
| Saturday | 1-Lane* | 10:00 PM (Sat) | to | 9:00 AM (Sun) | 10:00 PM (Sat) | to | 10:00 AM (Sun) |
| | 2-Lane | 11:59 PM (Sat) | to | 7:00 AM (Sun) | 1:00 AM (Sun) | to | 8:00 AM (Sun) |

***NOTE: 1-Lane closures in the two-lane section of I-94 shall follow the two-lane closure hours listed in the table above.**

In addition to the hours noted above, temporary shoulder and non-system interchange partial ramp closures are allowed weekdays between 9:00 A.M. and 3:00 P.M. and between 7:00 P.M. and 5:00 A.M or as approved by the Expressway Traffic Operations Engineer.

Narrow Lanes and permanent shoulder closures will not be allowed between Dec. 1st and April 1st. Permanent shoulder closures per District Detail TC-17 will only be permitted if called for in the plans or as approved by the Expressway Traffic Operations Engineer.

Full Expressway Closures will only be permitted for a maximum of 15 minutes at a time during the low traffic volume hours of 1:00 A.M. to 5:00 A.M. Monday thru Friday and from 1:00 A.M. to 7:00 A.M. on Sunday. During Full Expressway Closures, the Contractor will be required to close off all lanes except one, using Freeway Standard Closures. Police forces should be notified and requested to close off the remaining lane at which time the work item may be removed or set in place. The District One Expressway Traffic Control Supervisor (847-705-4151) **shall be** notified at least 3 working days (weekends and holidays DO NOT count into this 72 hours notification) in advance of the proposed road closure and will coordinate the closure operations with police forces. Liquidated Damages as specified in the Failure to Open Traffic Lanes to Traffic for One lane or ramp blocked shall be assessed to the Contract for every 15 minutes beyond the initial 15 minutes all lanes are blocked.

All stage changes requiring the stopping and/or the pacing of traffic shall take place during the allowable hours for Full Expressway Closures and shall be approved by the Department. The Contractor shall notify the District One Expressway Traffic Control Supervisor at least 3 working days (weekends and holidays DO NOT count into this 72 hours notification) in advance of any proposed stage change.

A Maintenance of Traffic Plan shall be submitted to the District One Expressway Traffic Control Supervisor 14 days in advance of any stages changes or full expressway closures. The Maintenance of Traffic Plan shall include, but not be limited to: lane and ramp closures, existing geometrics, and equipment and material location.

All daily lane closures shall be removed during adverse weather conditions such as rain, snow, and/or fog and as determined by the Engineer. Also, the contractor shall promptly remove their lane closures when Maintenance forces are out for snow and ice removal.

Additional lane closure hour restrictions may have to be imposed to facilitate the flow of traffic to and from major sporting events and/or other events.

All lane closure signs shall not be erected any earlier than one-half (1/2) hour before the starting hours listed above. Also, these signs should be taken down within one-half (1/2) hour after the closure is removed.

The Contractor will be required to cooperate with all other contractors when erecting lane closures on the expressway. All lane closures (includes the taper lengths) without a three (3) mile gap between each other, in one direction of the expressway, shall be on the same side of the pavement. Lane closures on the same side of the pavement with a one (1) mile or less gap between the end of one work zone and the start of taper of next work zone should be connected. The maximum length of any lane closure on the project and combined with any adjacent projects shall be three (3) miles. Gaps between successive permanent lane closures shall be no less than two (2) miles in length.

Private vehicles shall not be parked in the work zone. Contractor's equipment and/or vehicles shall not be parked on the shoulders or in the median during non-working hours. The parking of equipment and/or vehicles on State right-of-way will only be permitted at the locations approved by the Engineer.

Check barricades shall be placed every 1000' within a lane closure to prevent vehicles from driving through closed lanes.

Temporary ramp closures for service interchanges will only be permitted at night during the restricted hours listed for temporary one-lane closures within the project limits. However, no two (2) adjacent entrance and exit ramps in one direction of the expressway shall be closed at the same time.

Should the Contractor fail to completely open, and keep open, the ramps to traffic in accordance with the above limitations, the Contractor shall be liable to the Department for liquidated damages as noted under the Special Provision, "Failure to Open Traffic Lanes to Traffic".

FAILURE TO OPEN TRAFFIC LANES TO TRAFFIC

Effective: March 22, 1996

Revised: February 9, 2005

Should the Contractor fail to completely open and keep open all the traffic lanes to traffic in accordance with the limitations specified under the Special Provisions for "Keeping the Expressway Open to Traffic", the Contractor shall be liable to the Department for the amount of:

One lane or ramp blocked = \$ 4,000

Two lanes blocked = \$ 9,000

Not as a penalty but as liquidated and ascertained damages for each and every 15 minute interval or a portion thereof that a lane is blocked outside the allowable time limitations. Such damages may be deducted by the Department from any monies due the Contractor. These damages shall apply during the contract time and during any extensions of the contract time

ENGINEER'S FIELD OFFICE TYPE A (D1)

Effective: January 1, 2022

Revise the first paragraph of Article 670.02 to read:

670.02 Engineer's Field Office Type A (D1). Type A (D1) field offices shall have a ceiling height of not less than 7 feet and a floor space of not less than 1000 square feet with a minimum of two separate offices. The office shall also have a separate storage room capable of being locked for the storage of the nuclear measuring devices. The office shall be provided with sufficient heat, natural and artificial light, and air conditioning. Doors and windows shall be equipped with locks approved by the Engineer.

Add the following to Article 670.07 Basis of Payment.

The building or buildings, fully equipped, will be paid for at the contract unit price per calendar month or fraction thereof for ENGINEER'S FIELD OFFICE, TYPE A (D1).

STRUCTURAL STEEL REPAIR

Effective: December 15, 2000

Revised: January 1, 2007

Description

This work shall consist of furnishing all labor, equipment, and materials necessary to furnish and install steel repair plates according to Section 505 as indicated in the plans and in this special provision.

Construction Requirements

Where required to align with existing holes, field drilling of holes in new members shall be accomplished using existing holes as a template unless field measurements are used to verify the plan dimensions. Burning of holes will not be permitted. All field drilling and grinding necessary to furnish and install the new steel plates and members shall be included in this item.

The removal and disposal of any existing members, bolts or rivets necessary for the installation of the new members as shown in the plans shall be included in this item. Burning of existing rivets or bolts will only be allowed near steel surfaces which are to be removed and discarded. Burning of existing rivets or bolts will not be allowed for members to remain in place. When burning of rivets and bolts is not allowed, the head of the rivet or bolt shall be sheared off and the shank driven or drilled out. Extreme care shall be taken while removing the rivets or bolts so as not to damage the existing structural steel which is to remain. All damage to existing members which are to remain shall be repaired or the member replaced to the satisfaction of the Engineer. Repair or replacement of damaged members shall be at the Contractor's expense.

All new structural steel shall be Galvanized in accordance with Guide Bridge Special Provision "Hot Dip Galvanizing for Structural Steel", as noted in the plan details.

Structural steel repair may include cleaning and painting of small areas of steel. This work shall be done in accordance with the applicable portions of Section 506 of the Standard Specifications, Guide Bridge Special Provision "Cleaning and Painting Contact Surface Areas of Existing Steel Structures", and the plan details. The cost of cleaning and painting will be included in the cost of STRUCTURAL STEEL REPAIR.

Basis of Payment

This work will be paid for at the contract unit price per pound for STRUCTURAL STEEL REPAIR.

CLEANING BRIDGE SEATS

Description

This work shall consist of cleaning bridge beam seats at locations shown on the drawings.

Materials

Water shall be according to Section 1002 of the Standard Specifications.

Equipment

Washing equipment shall consist of power brushes, air compressors, water tanks, water pumps with associated delivery hardware, and hand tools, to properly flush, clean, and remove all foreign material from the bridge seats. Other types of washing equipment may be used, subject to approval of the Engineer. Water pressure shall be sufficient to remove the accumulated material without damaging paint coverage of the structural steel. Other equipment may be necessary to gain access to areas designated for washing.

Construction Requirements

All accumulated debris shall be removed from the bridge seats. Special care shall be taken on connected parts, members below open joints and difficult to reach areas to remove all foreign material. The area beneath all expansion devices shall be thoroughly flushed and washed with water under pressure. All bridge seats shall have foreign material removed by compressed air, water under pressure, or hand sweeping. All foreign material accumulated in the interior of members shall be removed. Areas which have been washed shall be free of all accumulate sand, gravel, dirt, bird nests and excrete, and other foreign materials. Free standing water shall be removed upon completion of washing. The Contractor shall provide adequate protection against worker inhalation of dust from his/her washing operations.

The Contractor shall obtain his/her own source of water.

Method of Measurement

This work will be measured for payment in units of square feet for CLEANING BRIDGE SEATS.

Basis of Payment

The work specified herein, shall be paid for at the contract unit price per square foot for CLEANING BRIDGE SEATS.

RAILROAD PROTECTIVE LIABILITY INSURANCE (BDE)

Effective: December 1, 1986
 Revised: January 1, 2022

Description. Railroad Protective Liability and Property Damage Liability Insurance shall be carried according to Article 107.11 of the Standard Specifications. A separate policy is required for each railroad unless otherwise noted.

| NAMED INSURED & ADDRESS | NUMBER & SPEED OF PASSENGER TRAINS | NUMBER & SPEED OF FREIGHT TRAINS |
|--|---|--|
| CSX Transportation, Inc. 500 Water Street, C907 Jacksonville, FL 32202 | 0 | 45 trains/day @ 40 mph |
| Class 1 RR (Y or N): Y DOT/AAR No.: 163 615S RR Division: CHICAGO | RR Mile Post: 8.92 RR Sub-Division: BARR | |
| For Freight/Passenger Information Contact: For Insurance Information Contact: | Amanda DeCesare Richard Shepard | Phone: 859-372-6124 Phone: 904-359-1782 |

| NAMED INSURED & ADDRESS | NUMBER & SPEED OF PASSENGER TRAINS | NUMBER & SPEED OF FREIGHT TRAINS |
|--|--|--|
| Indiana Harbor Belt RR Co 2721 161st Street Hammond, IN 46323 | 0 | 30 trains/day @ 30 mph |
| Class 1 RR (Y or N): Y DOT/AAR No.: 326 891X RR Division: IHB-SYSTEM | RR Mile Post: 1.79 RR Sub-Division: | |
| For Freight/Passenger Information Contact: For Insurance Information Contact: | Eduardo Garcia Eduardo Garcia | Phone: (219) 989 4910 Phone: (219) 989 4910 |

Basis of Payment. Providing Railroad Protective Liability and Property Damage Liability Insurance will be paid for at the contract unit price per Lump Sum for RAILROAD PROTECTIVE LIABILITY INSURANCE.

CSXT CONSTRUCTION SUBMISSION CRITERIA

APPENDIX

CSX Transportation

**CONSTRUCTION
SUBMISSION CRITERIA**

Public Projects Group
Jacksonville, FL
Date Issued: April 14, 2015

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INTRODUCTION

The intent of this document is to guide outside agencies and their Contractors when performing work on, over, or with potential to impact CSXT property (ROW). Work plans shall be submitted for review to the designated CSXT Engineering Representative for all work which presents the potential to affect CSXT property or operations; this document shall serve as a guide in preparing these work plans. All work shall be performed in a manner that does not adversely impact CSXT operations or safety; as such, the requirements of this document shall be strictly adhered to, in addition to all other applicable standards associated with the construction. Applicable standards include, but are not limited to, CSXT Standards and Special Provisions, CSXT Insurance Requirements, CSXT Pipeline Occupancy Criteria, as well as the governing local, county, state and federal requirements. It shall be noted that this document and all other CSXT standards are subject to change without notice, and future revisions will be made available at the CSXT website: www.csx.com.

I. DEFINITIONS

1. *Agency* – The project sponsor (i.e., State DOT, Local Agencies, Private Developer, etc.)
2. *AREMA* – American Railway Engineering and Maintenance-of-Way Association – the North American railroad industry standards group. The use of this term shall be in specific reference to the AREMA Manual for Railway Engineering.
3. *Construction Submission* – The Agency or its representative shall submit six (6) sets of plans, supporting calculations, and detailed means and methods procedures for the specific proposed activity. All plans, specifications, and supporting calculations shall be signed/sealed by a Professional Engineer as defined below.
4. *Controlled Demolition* – Removal of an existing structure or subcomponents in a manner that positively prevents any debris or material from falling, impacting, or otherwise affecting CSXT employees, equipment or property. Provisions shall be made to ensure that there is no impairment of railroad operations or CSXT's ability to access its property at all times.
5. *Contractor* – The Agency's representative retained to perform the project work.
6. *Engineer* – CSXT Engineering Representative or a GEC authorized to act on the behalf of CSXT.
7. *Flagman* – A qualified CSXT employee with the sole responsibility to direct or restrict movement of trains, at or through a specific location, to provide protection for workers.
8. *GEC* – General Engineering Consultant who has been authorized to act on the behalf of CSXT.
9. *Horizontal Clearance* – Distance measured perpendicularly from centerline of any track to the nearest obstruction at any elevation between TOR and the maximum vertical clearance of the track.
10. *Professional Engineer* – An engineer who is licensed in State or Commonwealth in which the project is to occur. All plans, specifications, and supporting calculations shall be prepared by the Licensed Professional Engineer and shall bear his/her seal and signature.
11. *Potential to Foul* – Work having the possibility of impacting CSXT property or operations; defined as one or more of the following:
 - a. Any activity where access onto CSXT property is required.
 - b. Any activity where work is being performed on CSXT ROW.
 - c. Any excavation work adjacent to CSXT tracks or facilities, within the Theoretical Railroad Live Load Influence Zone, or where the active earth pressure zone extends within the CSXT property limits.
 - d. The use of any equipment where, if tipped and laid flat in any direction (360 degrees) about its center pin, can encroach within twenty five feet (25'-0") of the nearest track centerline. This is based upon the proposed location of

- the equipment during use, and may be a function of the equipment boom length. Note that hoisting equipment with the potential to foul must satisfy the 150% factor of safety requirement for lifting capacities.
- e. Any work where the scatter of debris, or other materials has the potential to encroach within twenty five feet (25'-0") of the nearest track centerline.
 - f. Any work where significant vibration forces may be induced upon the track structure or existing structures located under, over, or adjacent to the track structure.
 - g. Any other work which poses the potential to disrupt rail operations, threaten the safety of railroad employees, or otherwise negatively impact railroad property, as determined by CSXT.
12. *ROW – Right of Way*; Refers to CSXT Right-of-Way as well as all CSXT property and facilities. This includes all aerial space within the property limits, and any underground facilities.
13. *Submission Review Period* - a minimum of thirty (30) days in advance of start of work. Up to thirty (30) days will be required for the initial review response. Up to an additional thirty (30) days may be required to review any/all subsequent submissions or resubmission.
14. *Theoretical Railroad Live Load Influence Zone* – A 1 horizontal to 1 vertical theoretical slope line starting at bottom corner of tie.
15. *TOR – Top of Rail*. This is the base point for clearance measurements. It refers to the crown (top) of the steel rail; the point where train wheels bear on the steel rails.
16. *Track Structure* – All load bearing elements which support the train. This includes, but is not limited to, the rail, ties, appurtenances, ballast, sub-ballast, embankment, retaining walls, and bridge structures.
17. *Vertical Clearance* – Distance measured from TOR to the lowest obstruction within six feet (6'-0") of the track centerline, in either direction.

II. GENERAL SUBMISSION REQUIREMENTS

- A. A construction work plan is required to be submitted by the Agency or its Contractor, for review and acceptance, prior to accessing or performing any work with Potential to Foul.
- B. The Agency or its representative shall submit six (6) sets of plans, specifications, supporting calculations, and detailed means and methods procedures for the specific proposed work activity.
- C. Construction submissions shall include all information relevant to the work activity, and shall clearly and concisely explain the nature of the work, how it is being performed, and what measures are being taken to ensure that railroad property and operations are continuously maintained.
- D. All construction plans shall include a map of the work site, depicting the CSXT tracks, the CSXT right of way, proposed means of access, proposed locations for equipment and material staging (dimensioned from nearest track centerline), as well as all other relevant project information. An elevation drawing may also be necessary in order to depict clearances or other components of the work.
- E. Please note that CSXT will not provide pricing to individual contractors involved in bidding projects. Bidding contractors shall request information from the agency and not CSXT.
- F. The Contractor shall install a geotextile fabric ballast protection system to prevent construction or demolition debris and fines from fouling ballast. The geotextile ballast protection system shall be installed and maintained by the Contractor to the satisfaction of the Engineer.
- G. The Engineer shall be kept aware of the construction schedule. The Contractor shall provide timely communication to the Engineer when scheduling the work such that the Engineer may be present during the work. The Contractor's schedule shall not dictate the work plan review schedule, and flagging shall not be scheduled prior to receipt of an accepted work plan.

H. At any time during construction activities, the Engineer may require revisions to the previously approved procedures to address weather, site conditions or other circumstances that may create a potential hazard to rail operations or CSXT facilities. Such revisions may require immediate interruption or termination of ongoing activities until such time the issue is resolved to the Engineer's satisfaction. CSXT and its GEC shall not be responsible for any additional costs or time claims associated with such revisions.

I. Blasting will not be permitted to demolish a structure over or within CSXT's right-of-way. When blasting off of CSXT property but with Potential to Foul, vibration monitoring, track settlement surveying, and/or other protective measures may be required as determined by the Engineer.

J. Blasting is not permitted adjacent to CSXT right-of-way without written approval from the Chief Engineer, CSXT.

K. Mechanical and chemical means of rock removal must be explored before blasting is considered. If written permission for the use of explosives is granted, the Agency or Contractor must submit a work plan satisfying the following requirements:

1. Blasting shall be done with light charges under the direct supervision of a responsible officer or employee of the Agency or Contractor.
2. Electronic detonating fuses shall not be used because of the possibility of premature explosions resulting from operation of two-way train radios.
3. No blasting shall be done without the presence of an authorized representative of CSXT. Advance notice to the Engineer is required to arrange for the presence of an authorized CSXT representative and any flagging that CSXT may require.
4. Agency or Contractor must have at the project site adequate equipment, labor and materials, and allow sufficient time, to clean up debris resulting from the blasting and correct any misalignment of tracks or other damage to CSXT property resulting from the blasting. Any corrective measures required must be performed as directed by the Engineer at the Agency's or Contractor's expense without any delay to trains. If Agency's or Contractor's actions result in the delay of any trains including passenger trains, the Agency or Contractor shall bear the entire cost thereof.
5. The Agency or Contractor may not store explosives on CSXT property.
6. At any time during blasting activities, the Engineer may require revisions to the previously approved procedures to address weather, site conditions or other circumstances that may create a potential hazard to rail operations or CSXT facilities. Such revisions may require immediate interruption or termination of ongoing activities until such time the issue is resolved to the Engineer's satisfaction. CSXT and its GEC shall not be responsible for any additional costs or time claims associated with such revisions.

III. HOISTING OPERATIONS

A. All proposed hoisting operations with Potential to Foul shall be submitted in accordance with the following:

1. A plan view drawing shall depict the work site, the CSXT track(s), the proposed location(s) of the lifting equipment, as well as the proposed locations for picking, any intermediate staging, and setting the load(s). All locations shall be dimensioned from centerline of the nearest track. Crane locations shall also be dimensioned from a stationary point at the work site for field confirmation.
2. Computations showing the anticipated weight of all picks. Computations shall be made based upon the field-verified plans of the existing structure. Pick weights shall account for the weight of concrete rubble or other materials attached to the component being removed; this includes the weight of subsequent rigging devices/components. Rigging components shall be sized for the subsequent pick weight.
3. All lifting equipment, rigging devices, and other load bearing elements shall have a rated (safe lifting) capacity that is greater than or equal to 150% of the load it is carrying, as a factor of safety. Supporting calculations shall be furnished to verify the minimum capacity requirement is maintained for the duration of the hoisting operation.

4. Dynamic hoisting operations are prohibited when carrying a load with the Potential to Foul. Cranes or other lifting equipment shall remain stationary during lifting. (i.e., no moving picks).
5. For lifting equipment, the manufacturer's capacity charts, including crane, counterweight, maximum boom angle, and boom nomenclature is to be submitted.
6. A schematic rigging diagram must be provided to clearly call out each rigging component from crane hook to the material being hoisted. Copies of catalog or information sheets shall be provided to verify rigging weights and capacities.
7. For built-up rigging devices, the contractor shall submit the following:
 - i. Details of the device, calling out material types, sizes, connections and other properties.
 - ii. Load test certification documents and/or design computations bearing the seal and signature of a Professional Engineer. Load test shall be performed in the configuration of its intended use as part of the subject demolition procedure.
 - iii. Copies of the latest inspection reports of the rigging device. The device shall be inspected within one (1) calendar year of the proposed date for use.
8. A detail shall be provided showing the crane outrigger setup, including dimensions from adjacent slopes or facilities. The detail shall indicate requirements for bearing surface preparation, including material requirements and compaction efforts. As a minimum, outriggers and/or tracks shall bear on mats, positioned on level material with adequate bearing capacity.
9. A complete written narrative that describes the sequence of events, indicating the order of lifts and any repositioning or re-hitching of the crane(s).

IV. DEMOLITION PROCEDURE

- A. The Agency or its Contractor shall submit a detailed procedure for a controlled demolition of any structure on, over, or adjacent to the ROW. The controlled demolition procedure must be approved by the Engineer prior to beginning work on the project.
- B. Existing Condition of structure being demolished:
 1. The Contractor shall submit as-built plans for the structure(s) being demolished.
 2. If as-built plans are unavailable, the Contractor shall perform an investigation of the structure, including any foundations, substructures, etc. The field measurements are to be made under the supervision of the Professional Engineer submitting the demolition procedure. Findings shall be submitted as part of the demolition means and methods submittal for review by the Engineer.
 3. Any proposed method for temporary stabilization of the structure during the demolition shall be based on the existing plans or investigative findings, and submitted as part of the demolition means and methods for review by the Engineer.
- C. Demolition work plans shall include a schematic plan depicting the proposed locations of the following, at various stages of the demolition:
 1. All cranes and equipment, calling out the operating radii.
 2. All proposed access and staging locations with all dimensions referenced from the center line of the nearest track.
 3. Proposed locations for stockpiling material or locations for truck loading.
 4. The location, with relevant dimensions, of all tracks, other railroad facilities; wires, poles, adjacent structures, or buried utilities that could be affected, showing that the proposed lifts are clear of these obstructions.
 5. Note that no crane or equipment may be set on the CSXT rails or track structure and no material may be dropped on CSXT property.
- D. Demolition submittal shall also include the following information:
 1. All hoisting details, as dictated by Section III of this document.
 2. A time schedule for each of the various stages must be shown as well as a schedule for the entire lifting procedure.

The proposed time frames for all critical subtasks (i.e., torch/saw cutting various portions of the superstructure or substructure, dismantling splices, installing temporary bracing, etc.) shall be furnished so that the potential impact(s) to CSXT operations may be assessed and eliminated or minimized.

3. The names and experience of the key Contractor personnel involved in the operation shall be included in the Contractor's means and methods submission.
 4. Design and supporting calculations shall be prepared, signed, and sealed by the Professional Engineer for items including the temporary support of components or intermediate stages shall be submitted for review. A guardrail will be required to be installed in a track in the proximity of temporary bents or shoring towers, when located within twelve feet (12'-0") from the centerline of the track. The guardrail will be installed by CSXT forces, at the expense of the Agency or its contractor.
- E. Girders or girder systems shall be stable at all times during demolition. Temporary bracing shall be provided at the piers, abutments, or other locations to resist overturning and/or buckling of the member(s). The agency shall submit a design and details of the proposed temporary bracing system, for review by the Engineer. Lateral wind forces for the temporary conditions shall be considered in accordance with AREMA, Chapter 8, Section 28.6.2. The minimum lateral wind pressure shall be fifteen pounds per square foot (15 psf).
- F. Existing, obsolete, bridge piers shall be removed to a minimum of three feet (3'-0") below the finished grade, final ditch line invert, or as directed by the Engineer.
- G. A minimum quantity of twenty five (25) tons of CSXT approved granite track ballast may be required to be furnished and stockpiled on site by the Contractor, or as directed by the Engineer.
- H. The use of acetylene gas is prohibited for use on or over CSXT property. Torch cutting shall be performed utilizing other materials such as propane.
- I. CSXT's tracks, signals, structures, and other facilities shall be protected from damage during demolition of existing structure or replacement of deck slab.
- J. Demolition Debris Shield
1. On-track or ground-level debris shields (such as crane mats) are prohibited for use by CSXT.
 2. Demolition Debris Shield shall be installed prior to the demolition of the bridge deck or other relevant portions of the structure. The demolition debris shield shall be erected from the underside of the bridge over the track area to catch all falling debris. The debris shield shall not be the primary means of debris containment.
 - i. The demolition debris shield design and supporting calculations, all signed/sealed by a Professional Engineer, shall be submitted for review and acceptance.
 - ii. The demolition debris shield shall have a minimum design load of 50 pounds per square foot (50 psf) plus the weight of the equipment, debris, personnel, and all other loads.
 - iii. The Contractor shall verify the maximum particle size and quantity of the demolition debris generated during the procedure does not exceed the shield design loads. Shield design shall account for loads induced by particle impact; however the demolition procedure shall be such that impact forces are minimized. The debris shield shall not be the primary means of debris containment.
 - iv. The Contractor shall include installation/removal means and methods for the demolition debris shield as part of the proposed Controlled Demolition procedure submission.
 - v. The demolition debris shield shall provide twenty three feet (23'-0") minimum vertical clearance, or maintain the existing vertical clearance if the existing clearance is less than twenty three feet (23'-0").
 - vi. Horizontal clearance to the centerline of the track should not be reduced unless approved by the Engineer.
 - vii. The Contractor shall clean the demolition debris shield daily or more frequently as dictated either by the approved design parameters or as directed by the Engineer.
- K. Vertical Demolition Debris Shield
1. This type of shield may be required for substructure removals in close proximity to CSXT track and other facilities, as determined by the Engineer.
 2. The Agency or its Contractor shall submit detailed plans with detailed calculations, prepared, signed, and sealed by a Professional Engineer, of the protection shield.

V. ERECTION PROCEDURE

- A. The Agency or its Contractor shall submit a detailed procedure for erection of a structure with Potential to Foul. The erection procedure must be approved by the Engineer prior to beginning work on the project.
- B. Erection work plans shall include a schematic plan depicting the following, at all stages of the construction:
 - 1. All proposed locations of all cranes and equipment, calling out the operating radii.
 - 2. All proposed access and staging locations with all dimensions referenced from the center line of the nearest track.
 - 3. All proposed locations for stockpiling material or locations for truck loading.
 - 4. The location, with relevant dimensions, of all tracks, other railroad facilities; wires, poles, adjacent structures, or buried utilities that could be affected, showing that the proposed lifts are clear of these obstructions.
- C. No crane or equipment may be set on the CSXT rails or track structure and no material may be dropped on CSXT property.
- D. For erection of a structure over the tracks, the following information shall be submitted for review and acceptance by the Engineer, at least thirty (30) days prior to erection:
 - 1. As-built beam seat elevations – field surveyed upon completion of pier/abutment construction.
 - 2. Current Top of Rail (TOR) elevations – field measured at the time of as-built elevation collection.
 - 3. Computations verifying the anticipated minimum vertical clearance in the final condition which accounts for all deflection and camber, based upon the current TOR and as-built beam seat elevations. The anticipated minimum vertical clearance shall be greater than or equal to that which is indicated by the approved plans. Vertical clearance (see definitions) is measured from TOR to the lowest point on the overhead structure at any point within six feet (6'-0") from centerline of the track. Calculations shall be signed and sealed by a Professional Engineer.
- E. Girders or girder systems shall be stable at all times during erection. No crane may unhook prior to stabilizing the beam or girder.
 - 1. Lateral wind forces for the temporary conditions shall be considered in accordance with AREMA, Chapter 8, Section 28.6.2. The minimum lateral wind pressure shall be fifteen pounds per square foot (15 psf).
 - 2. Temporary bracing shall be provided at the piers, abutments, or other locations to resist overturning and/or buckling of the member(s). The agency shall submit a design and details of the proposed temporary bracing system, for review by the Engineer.
 - 3. Temporary bracing shall not be removed until sufficient lateral bracing or diaphragm members have been installed to establish a stable condition. Supporting calculations, furnished by the Professional Engineer, shall confirm the stable condition.
- F. Erection procedure submissions shall also include the following information:
 - 1. All hoisting details, as dictated by Section III of this document.
 - 2. A time schedule for each of the various stages must be shown as well as a schedule for the entire lifting procedure. The proposed time frames for all critical subtasks (i.e., performing aerial splices, installing temporary bracing, installation of diaphragm members, etc.) shall be furnished so that the potential impact(s) to CSXT operations may be assessed and eliminated or minimized.
 - 3. The names and experience of the key Contractor personnel involved in the operation shall be included in the Contractor's means and methods submission.
 - 4. A guardrail will be required to be installed in a track in the proximity of temporary bents or shoring towers, when located within twelve feet (12'-0") from the centerline of the track. The guardrail will be installed by CSXT forces, at the expense of the Agency or its Contractor.
 - 5. Design and supporting calculations prepared by the Professional Engineer for items including the temporary support of components or intermediate stages shall be submitted for review.

VI. TEMPORARY EXCAVATION AND SHORING

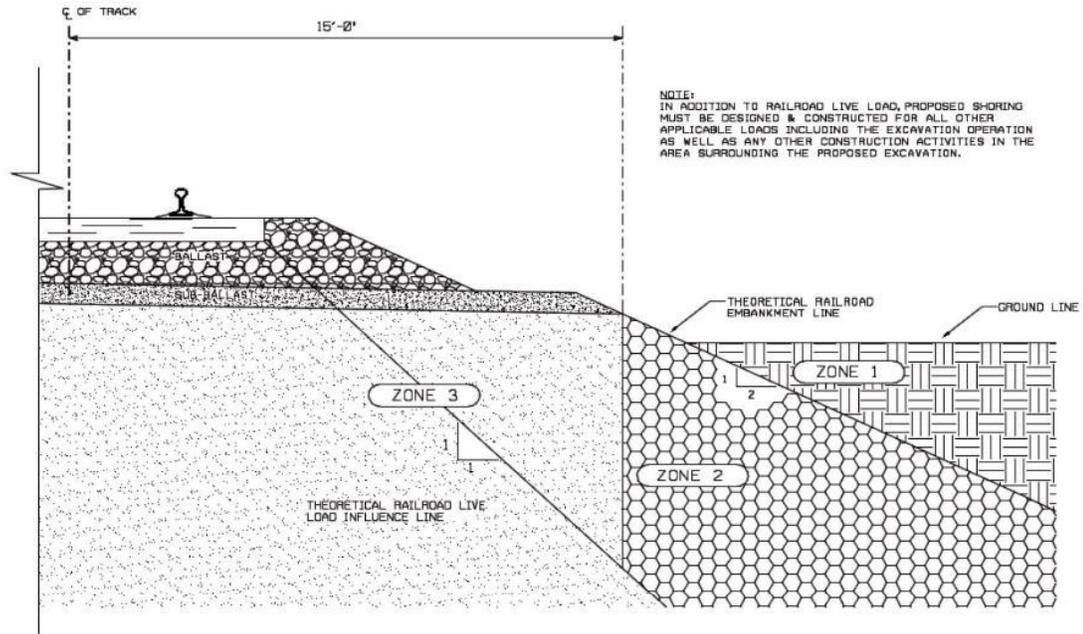
- A. The Agency or its Contractor shall submit a detailed design and procedure for the installation of a sheeting/shoring system adjacent to the tracks. Shoring protection shall be provided when excavating with Potential to Foul, or as otherwise determined by CSXT. Shoring shall be provided in accordance with the AREMA, except as noted below.
- B. Shoring may not be required if all of the following conditions are satisfied:
 - 1. The excavation does not encroach within the Theoretical Live Load Influence Zone. Please refer to Figure 1.

2. The track structure is situated on level ground, or in a cut section, and on stable soil.
 3. The excavation does not adversely impact the stability of a CSXT facility (i.e., signal bungalow, drainage facility, undergrade bridge, building, etc), or the stability of any structure on, over, or adjacent to CSXT property with potential to foul.
 4. Shoring is not required by any governing federal, state, local or other construction code.
- C. Shoring is required when excavating the toe of an embankment. Excavation of any embankment which supports an active CSXT track structure without shoring will not be permitted.
- D. Trench boxes are not an acceptable means of shoring. Trench boxes are prohibited for use on CSXT property or within the Theoretical Railroad Live Load Influence Zone.
- E. Shoring shall be a cofferdam-type, which completely encloses the excavation. However, where justified by site or work conditions, partial cofferdams with open sides away from the track may be permissible, as determined by the Engineer.
- F. Cofferdams shall be constructed using interlocking steel sheet piles, or when approved by the Engineer, steel soldier piles with timber lagging. Wales and struts shall be included when dictated by the design.
- G. The use of tiebacks can be permissible for temporary shoring systems, when conditions warrant. Tiebacks shall have a minimum clear cover of 6'-0", measured from the bottom of the rail. Upon completion of the work, tiebacks shall be grouted, cut off, and remain in place.
- H. All shoring systems on, or adjacent to CSXT right-of-way, shall be equipped with railings or other fall protection, compliant with the governing federal, state or local requirements. Area around pits shall be graded to eliminate all potential tripping hazards.
- I. Interlocking steel sheet piles shall be used for shoring systems qualifying one or more of the following conditions:
1. Within 18'-0" of the nearest track centerline
 2. Within the live load influence zone
 3. Within slopes supporting the track structure
 4. As otherwise deemed necessary by the Engineer.
- J. Sheet piles qualifying for one or more of the requirements listed in Section VI.I (above) of this document shall not be removed. Sheet piles shall be left in place and cut off a minimum of 3'-0" below the finished grade, the ditch line invert, or as otherwise directed by the Engineer. The ground shall be backfilled and compacted immediately after sheet pile is cut off.
- K. The following design considerations shall be considered when preparing the shoring design package:
1. Shoring shall be designed to resist a vertical live load surcharge of 1,880 lbs. per square foot, in addition to active earth pressure. The surcharge shall be assumed to act on a continuous strip, eight feet six inches (8'-6") wide. Lateral pressures due to surcharge shall be computed using the strip load formula shown in *AREMA Manual for Railway Engineering*, Chapter 8, Part 20.
 2. Allowable stresses in materials shall be in accordance with AREMA Chapter 7, 8, and 15.3.
 3. A minimum horizontal clearance of ten feet (10'-0") from centerline of the track to face of nearest point of shoring shall be maintained, provided a twelve feet (12'-0") roadbed is maintained with a temporary walkway and handrail system.
 4. For temporary shoring systems with Potential to Foul, piles shall be plumb under full dead load. Maximum deflection at the top of wall, under full live load, shall be as follows:
 - i. One-half (1/2) inch for walls within twelve feet (12'-0") of track centerline (Measured from centerline of the nearest track to the nearest point of the supporting structure).
 - ii. One (1) inch for walls located greater than twelve feet (12'-0") from track centerline
- L. Shoring work plans shall be submitted in accordance with Section II of this document, as well as the following additional requirements:
1. The work plan shall include detailed drawings of the shoring systems calling out the sizes of all structural members, details of all connections. Both plan and elevation drawings shall be provided, calling out dimensions from the face of shoring relative to the nearest track centerline. The elevation drawing shall also show the height of shoring, and track elevation in relation to bottom of excavation.
 2. Full design calculations for the shoring system shall be furnished.
 3. A procedure for cutting off the sheet pile, backfilling and restoring the embankment.

VII. TRACK MONITORING

- A. When work being performed has the potential to disrupt the track structure, a work plan must be submitted detailing a track monitoring program which will serve to monitor and detect both horizontal and vertical movement of the CSXT track and roadbed.
- B. The program shall specify the survey locations, the distance between the location points, and frequency of monitoring before, during, and after construction. CSXT reserves to the right to modify the survey locations and monitoring frequency as necessary during the project.
- C. The survey data shall be collected in accordance with the approved frequency and immediately furnished to the Engineer for analysis.
- D. If any movement has occurred as determined by the Engineer, CSXT will be immediately notified. CSXT, at its sole discretion, shall have the right to immediately require all contractor operations to be ceased, have the excavated area immediately backfilled and/or determine what corrective action is required. Any corrective action required by CSXT or performed by CSXT including the monitoring of corrective action of the contractor will be at project expense.

FIGURE 1: Theoretical Live Load Influence Zone



NORMAL REQUIREMENTS FOR SHORING ADJACENT TO TRACK



ZONE 1 - EXCAVATIONS ABOVE AND OUTSIDE OF THE THEORETICAL RAILROAD EMBANKMENT LINE - DO NOT NORMALLY REQUIRE SHORING TO PROTECT RAILROAD ROADBED, SHORING MAY BE REQUIRED FOR OTHER REASONS.



ZONE 2 - EXCAVATIONS WHOSE BOTTOMS EXTEND INTO ZONE 2 REQUIRE SHORING, BUT THE SHORING MAY NORMALLY BE PULLED AFTER THE EXCAVATION HAS BEEN BACKFILLED.



ZONE 3 - EXCAVATIONS WHOSE BOTTOMS EXTEND INTO ZONE 3 WILL NORMALLY REQUIRE THE SHORING TO BE LEFT IN PLACE AND CUT-OFF 3' BELOW BASE OF RAIL. SHORING MUST BE DESIGNED FOR COOPER E88 LIVE LOAD.

CSXT PERMITTING INFORMATION PACKET



Permitting

**Information
Packet**

Version 3.0
April 2018

Introduction

Utility Permitting

CSX property encompassing 22 states, the District of Columbia and a portion of eastern Canada (see appendix for system map) and is responsible for the review and approval of all requests for facility encroachments and permits for rights of entry. Three key service roles include:

- **Customer Accounts:** permit requests; permit/contract negotiations
- **Engineering:** review/approval of permit facility design plans
- **Construction:** scheduling of permitted facility installations

Contact Us

For questions concerning the permitting process see “Permitting Contacts” in the Appendix, Page 13. Other questions involving CSX:

- **Call during business hours (7:30 AM to 5:30 PM):** 1-877-TellCSX (1-877-835-5279)
- **Email inquiries:** www.csx.com;
 - Select: About CSX
 - Select: Contact Us
 - Select: Category of your choice in the TellCSX form field
- **Headquarters:**
 - CSX Transportation, Inc.
 - 500 Water Street
 - Jacksonville, FL 32202
 - Attn: TellCSX, C420
- **Utility Permitting:**
 - CSX Transportation, Inc.
 - 6737 Southpoint Drive S.
 - Suite 100
 - Jacksonville, FL 32216-6177
 - Attn: Utility Permitting (J180)

To report a **railroad emergency**, please contact the CSX Public Safety Coordination Center at **1-800-232-0144** immediately.

INFORMATION PACKET

Summary of Services

Encroachments

Typical encroachments reviewed by CSX on a case-by-case basis include:

- Wirelines (electric, fiber, cable, etc.)
- Pipelines (water, sewer, gas, culverts, etc.)
- Towers (cellular/co-location)
- Right of Entry (Temporary)
 - Access (surveys, soil borings, inspections, oversized equipment, etc.)
 - Environmental (soil sampling, monitoring wells, remediation, etc.)

Upon review and approval of the project proposal, CSX will prepare an agreement to document access to the railroad property for the approved project. See “Submitting a Request” for additional information on how to facilitate review and approval of the project.

Facilities that should be designed to be located off the CSX system due to negative impact on railroad operations include:

- Manholes
- Catch Basins
- Headwalls

For any encroachment request not referenced above, please contact CSX (see *Contact Us*) to discuss feasibility of the project.

Design and Construction

Design Requirements

Please carefully review CSX’s Design and Construction Standard Specifications prior to designing an encroachment proposal. These specifications can be found on the CSX website by clicking the link below or following the instructions outlined below.

- [Permitting](#)
- All efforts should be made to comply with CSX’s standard specifications. You may request CSX to review a design that does not meet the specification criteria by submitting a variance proposal; however, additional review fees are required for variance requests (see page 7) and approval is not guaranteed.

The American Railway of Engineering and Maintenance of Way Association (AREMA) is also a resource that could prove helpful in designing your project. The AREMA website is www.arema.org.

All occupancies should be designed and constructed so that rail operations and facilities are not interfered with, interrupted, or endangered. In addition, proposed facilities should be located to minimize encumbrance to the corridor so that the railroad will have unrestricted use of its corridor for current and future operations.

To assist you with preparing drawings, CSX has developed samples and templates identifying the information required for our staff to complete a review. See “Drawing Guidelines” in the Appendix for details. The drawings contain tables requesting specific information. While this information may not be necessary for your particular operations or industry, it is required for CSX to properly consider the proposal.

INFORMATION PACKET

Construction Activities

The safety and integrity of CSX rail operations is of paramount importance to CSX. Each project is reviewed by CSX independently to determine, in its sole discretion, the need for protection services and/or construction manager services and/or On-Track Worker Safety Training. If required for the project, the project owner will be invoiced for the services provided during the project.

- **Protection Services:** This service cannot be provided by any personnel other than an authorized CSX employee or agent. Daily costs can be estimated at:
 - \$1,500.00 per day per protection provider
 - \$1,500.00 per day if a signal locate is needed
 - Any signal locate performed by CSX is for CSX facilities only – the project owner is responsible for contacting State "Call Before You Dig" programs or the nationally designated number - 811
- **Construction Managers:** Current policy and daily cost estimates include:
 - Subgrade: construction managers required for any project activity on CSX
 - Aerial: construction managers required for project set-up and final inspection
 - \$1,500.00 per day, per construction manager
 - Depending on the nature of the project, additional experts may be required

Entering any railroad right of way or other railroad property without the permission of the railroad is trespassing and illegal. Violators will be prosecuted, and they risk the possibility of serious, even fatal, injury.

INFORMATION PACKET

Railroad Valuation Maps

Railroad valuation maps (commonly referred to as “val maps”) are available for informational purposes to assist with your project references. These maps provide the width of the railroad corridor as well as other railroad nomenclature such as the milepost reference and GIS#. To obtain a copy of a valuation map, please complete the [Valuation Map Reproduction Request Form](#) which can be obtained via the following:

| RAILROAD VALUATION MAPS | |
|---------------------------------------|--|
| Web: | External Valuation Map Request |
| Phone: | 904.633.4571 |
| Fax: | 904.633.4545 |
| Mail: | CSX Real Property, Inc. Val Map Request Coordinator, J915 301 West Bay Street, Suite 800 Jacksonville, FL 32202 |
| Fees: | |
| First Map | \$ 85.00 |
| Each Additional Map | \$ 50.00 |
| U.S. Mail Shipping (<i>per map</i>) | \$ 2.00 |
| Overnight Mail | \$ 12.00 |

Upon receipt of the Valuation Map Reproduction Request Form, the Val Map Request Coordinator will contact the customer within three business days to discuss payment options.

Agreements/Permits

All work activities within the CSX operating rail corridor and/or other CSX property must be reviewed and approved, including installations within public road rights-of-way. For installation of utilities or requests to access CSX property for surveying, an agreement/permit will be provided upon completion and acceptance of the proposal review.

To access CSX property to perform activities relative to an existing facility, please review the existing agreement verbiage to determine (a) if the activity is permissible and (b) which form to submit for the request (see: “Submitting a Request,” page 6). If you do not have a copy of the agreement, CSX may be able to provide a copy to you for your records. Research fees are as follows:

| AGREEMENT COPIES | |
|------------------|----------------------------------|
| Web: | Agreement Copies |
| Fee: | \$ 50.00 per agreement |

INFORMATION PACKET

Insurance

CSX requires that insurance coverage be provided prior to any entry and/or work activity within the railroad corridor. The agreement will define the requirement in greater detail but for summary purposes, the following identifies the components:

| INSURANCE COVERAGE | |
|---|---|
| COMMERCIAL GENERAL LIABILITY (CGL) | |
| Coverage: | Per Occurrence |
| Insured: | \$ 5,000,000 |
| Additional Insured (unless otherwise advised): | Facility Owner |
| Duration: | CSX Transportation, Inc. Encroachment Lifetime |
| RAILROAD PROTECTIVE LIABILITY (RPL) | |
| Coverage: | Per Occurrence \$ 5,000,000 |
| | Aggregate \$ 10,000,000 |
| Insured: | CSX Transportation, Inc. |
| Duration: | Encroachment Construction Activity |

Depending on the nature of the project, CSX may offer the option of paying a risk fee to cover the cost of adding the work activity to CSX's Railroad Protective Liability (RPL) Policy for the period of actual construction. The fees, if approved, can generally be estimated as noted below but are subject to change depending on the specific project parameters:

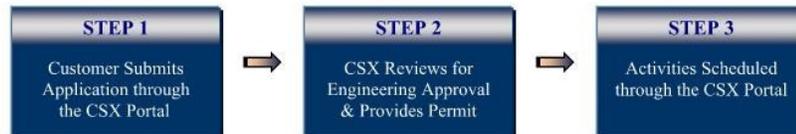
| RPL RISK FEE | | | | | |
|---|--|-----------|---|----|--------|
| <u>FACILITY CROSSING INSTALLATION – PER TRACK</u> | | | <u>ACCESS ONLY</u> | | |
| <u>Aerial</u> | <u>Sub-Grade</u> | | <u>Right of Entry</u> | | |
| | <i>(Casing Diameter Size - Inches)</i> | | | | |
| \$ 700 | From 0 to less than 30 | \$ 750 | Surveys | \$ | 500.00 |
| | 30 to less than 45 | \$ 1,500 | Inspections/Access (no equipment) | \$ | 500.00 |
| | 45 to less than 75 | \$ 3,000 | Inspections/Access/ Soil Borings (w/ equipment) | \$ | 3,000 |
| | 75 to less than 100 | \$ 6,000 | Grading | \$ | 3,000 |
| | 100 to less than 120 | \$ 12,000 | Environmental (investigations) | \$ | 3,000 |
| <u>FACILITY PARALLEL INSTALLATION: CONTACT CSX</u> | | | | | |

INFORMATION PACKET

Submitting a Request

Application

Consideration of your proposal follows three primary steps:



It is important that your request be as complete and accurate as possible to prevent delay or rejection. Upon receipt of the application and related documents, CSX will provide the project contact noted on the application form an email acknowledging receipt, invoice of fees, and the current estimated time for review of the proposal. Due to the variation in the number and complexity of proposals received by CSX during the course of the year, timeframes for review can vary from 60 to 120 days. If the nature of the project requires a variance approval, site assessment or resources outside of the CSX organization, timeframes for review would increase dependent on availability of the resources.

*****Please write down the tracking number assigned to your application for future reference.

Templates and sample forms can be found on the CSX website at:



Guidelines for form selection include:

- **Facility (Utility) Encroachment Form** (new installations, upgrade/modification to existing facilities)
 - Pipelines
 - Wirelines
 - Culverts
- **Tower Encroachment Form** (new installations, upgrade/modification to existing facilities)
 - Cellular/Wireless
 - Co-location requests
- **Right of Entry Form** (temporary purpose only)
 - Surveys
 - Environmental Investigation
 - Ingress/Egress (short-term over non-operating operating)
 - Inspection (bridges, roads, etc.)
 - Monitoring wells
 - Soil boring or sampling

INFORMATION PACKET

- Oversized equipment move over operating track and/or property
- Property remediation
- **Outside Party Request Form**
 - Schedule an approved activity within/on CSX property
 - Existing Facilities with executed Permit/Agreement
 - Minor inspection/maintenance activities
 - Replacement of existing facility with like kind
 - New Facilities

Please Note Our New Process****

You must schedule your work activity through the CSX Property Portal. You will receive an email notification containing a special reference number and link to the CSX Property Outside Party Request Form.

- **Design and Construction Specifications**
 - Wirelines
 - If subgrade, and casing is greater than six (6) inches, use pipeline specifications for pipe details
 - Pipelines

Plans and Drawings

Plans/drawings are required for review and approval of encroachment and access requests. The plans should be clear, concise, and accurately reflect design scope of the project and the impact to the CSX rail corridor or property. The nature of the project prescribes the information required for CSX to complete a review. Please note that review of your project will be delayed if the necessary information is not provided.

- **Facility Encroachment Forms** must be submitted with design plans that indicate the following:
 - See “Drawing Guidelines” in Appendix, Pages 10 and/or 11, for more details
- **Tower Encroachment Forms** must be submitted with design plans that indicate the following:
 - **Dimensions of Land space requirements**
 - **Equipment/shelter location**
 - **CSX property lines**
 - **Approximate distance to nearest railroad track, if any**
- **Right of Entry Forms** must be submitted with location maps that indicate the following:
 - Area of access on CSX property
 - Nearest public road
 - If environmental investigation also include maps that indicate:
 - Ground water flow
 - Distribution of contaminants and soil
 - Distribution of contaminants and ground water

INFORMATION PACKET

Review Fees

All requests require a non-refundable review fee payable to CSX Transportation, Inc. Below is the schedule of fees. A “**standard**” proposal meets CSX’s specifications, i.e., no design or construction method variation. A “**variance**” proposal does not meet CSX’s specifications. Horizontal directional drilling is not a standard approved method of installation and considered a variance.

| REVIEW FEE SCHEDULE: UTILITY ENCROACHMENTS | | | |
|---|-----------------|-------------|-----------------|
| Per Location | | | |
| Aerial Proposals | Standard | | Variance |
| <u>Crossings</u> | | | |
| Wireline | \$ | 1,250 | \$ 3,750 |
| Pipeline: Overhead pipe structures not accepted | | Contact CSX | Contact CSX |
| <u>Parallel</u> | | | |
| 0 to less than 500 lineal feet | \$ | 1,250 | \$ 3,750 |
| 500 feet to less than 1,000 lineal feet | \$ | 2,500 | \$ 4,750 |
| Greater than 1,000 lineal feet | | Contact CSX | Contact CSX |
| Sub-Grade Proposals | Standard | | Variance |
| Per Location - Based on Casing diameter Size | | | |
| <u>Crossings</u> | | | |
| 0 to less than 10 inches | \$ | 1,450 | \$ 3,950 |
| 10 inches to less than 24 inches | \$ | 1,950 | \$ 5,450 |
| 24 inches to less than 30 inches | \$ | 2,500 | \$ 6,000 |
| 30 inches to less than 42 inches | \$ | 3,500 | \$ 7,000 |
| 42 inches to less than 66 inches | \$ | 4,000 | \$ 7,500 |
| 66 inches to less than 96 inches* | \$ | 6,000 | \$ 9,500 |
| Greater than 96 inches* | | Contact CSX | Contact CSX |
| <u>Parallel - 0 to less than 500 lineal feet</u> | | | |
| 0 to less than 10 inches | \$ | 1,450 | \$ 3,950 |
| 10 inches to less than 24 inches | \$ | 1,950 | \$ 5,450 |
| 24 inches to less than 30 inches | \$ | 2,500 | \$ 6,000 |
| 30 inches to less than 42 inches | \$ | 3,500 | \$ 7,000 |
| 42 inches to less than 66 inches | \$ | 4,000 | \$ 7,500 |
| 66 inches to less than 96 inches* | \$ | 6,000 | \$ 9,500 |
| Greater than 96 inches* | | Contact CSX | Contact CSX |
| <u>Parallel - 500 to less than 1,000 lineal feet</u> | | | |
| 0 to less than 10 inches | \$ | 2,150 | \$ 4,650 |
| 10 inches to less than 24 inches | \$ | 2,650 | \$ 6,150 |
| 24 inches to less than 30 inches | \$ | 3,200 | \$ 6,700 |
| 30 inches to less than 42 inches | \$ | 4,200 | \$ 7,700 |
| 42 inches to less than 66 inches | \$ | 4,700 | \$ 8,200 |
| 66 inches to less than 96 inches* | \$ | 6,700 | \$ 10,250 |
| Greater than 96 inches* | | Contact CSX | Contact CSX |
| <u>Parallel - 1,000 lineal feet or greater</u> | | | |
| | | Contact CSX | Contact CSX |
| REVIEW FEE SCHEDULE: OTHER ACTIVITIES | | | |
| Towers | Standard | | Variance |

INFORMATION PACKET

| | | | |
|--|----|------------------|-----------------|
| Tower* | \$ | 4,000 | |
| Tower Co-location | \$ | 4,000 | Contact CSX |
| Modification | \$ | 350 | |
| Site Study Fee | \$ | 250 per location | |
| Rights of Entry | | | |
| | | Standard | Variance |
| General Access | \$ | 1,250 | |
| Environmental Investigation | \$ | 4,000 | Contact CSX |
| Wide Load Crossing | \$ | 150 | Contact CSX |
| Site Assessments | | | |
| | | Standard | Variance |
| Site Assessment | \$ | 2,500 | Contact CSX |
| Project Activities | | | |
| | | Standard | Variance |
| Project Coordination/Scheduling | \$ | 150 | N/A |
| <p>CSX RESERVES THE RIGHT TO CHARGE AN ADDITIONAL \$700 REVIEW FEE FOR ANY PERMIT SUBMITTAL THAT REQUIRES 3 OR MORE REVIEWS OF REVISIONS TO THE ENGINEERING DRAWINGS.</p> <p>* Indicates transactions that may require a site assessment or additional fees for consultant services</p> | | | |

Review

CSX reviews each request independently for safety, specification compliance, and both short-term and long-term impacts to railroad operations and property usage. The contact identified on the application will receive:

- **Receipt Notification**
 - Advises request received by CSX
 - Provides estimated timeframe to complete review
- **Engineering Notification**
 - Advises request either:
 - Approved and permit forthcoming
 - Requires additional information for approval
 - Declined – CSX will endeavor to assist you with alternatives to any proposal that is declined
- **Permit Notification**
 - Provides permit/agreement for facility occupation
 - Instructions for scheduling work activity

Scheduling Activity

The Outside Party Request Form (OP Form) is utilized for scheduling all work activities on CSX property.

- **New Installations**
 - Form is provided with permit/agreement
- **Existing Facilities w/ approved Permit/Agreement**
 - Please schedule your request through CSX Property Portal via link: [Scheduling Project Activity](#).
 - Provide scheduling fee
 - Provide evidence of insurances (see “Insurance” on page 5)

If you require a copy of the permit/agreement for an existing facility, see “Agreements/Permits” on page 4 for additional information on how to obtain a copy.

INFORMATION PACKET

Appendix

News You Can Use

PERMITTING LINKS

CSX Website: www.csx.com
Permit Information Location: Type “Permits” in site search box (top right hand corner) and select “Permits: Real Estate” from list.

Forms:

Information:
Permitting Instructions: [Information Packet](#)
Specifications: Pipeline: CSXT Design Construction Standards
Wireline: CSXT Design Construction Standards
Interim Guidelines for Horizontal Directional

Drilling

Sample Fraction Mitigation Plan for Horizontal

Directional Drilling

Drawings: Drawing Guidelines (Utility Installations)
Sample Drawings (Utility Installations)
Blank Canvas Drawings (Utility Installations)

Applications:

Facility Encroachment: Facility Application
Tower/Co-location: Tower Application
Right of Entry: Right of Entry Application

Scheduling Activity:

Request: Outside Party Request Form

OTHER LINKS

CSX Emergency Hotline: 1-800-232-0144
Railroad Valuation Map Request: [External Valuation Map Request](#)
Existing Contract Information: [Existing Contracts](#)
Request Copy of Agreements: [Agreement Copies](#)
TellCSX: 1-877-TellCSX (1-877-835-5279)

Drawing Guidelines

Drawings

INFORMATION PACKET

Each application submitted to CSX must include drawings/plans for the proposed project. The drawings should be no larger than 11 x 17 (inches) in size.

Plan and Profile

CSX has developed plan and profile drawings illustrating **required** data as outlined in CSX's Design & Construction Standard Specifications for both pipeline and wireline occupancies. The tables in the drawings identify the information that is **required** for CSX to complete a review of your proposal. Drawings for your use include:

- **Instructional:** identifies information **required for submittal**
 - *Plan View*
 - *Pipeline Profile View*
 - *Sub-grade Wireline Profile View*
 - *Aerial Wireline Profile View*
- **Canvas:** templates which can be saved and information inserted electronically
 - *Plan View*
 - *Pipeline Profile View*
 - *Sub-grade Wireline Profile View*
 - *Aerial Wireline Profile View*

Please review the instructional drawings prior to completing your proposal drawings (see: Drawing Package). The drawings contain tables requesting specific information. While this information may not be necessary for your particular operation or industry, it is **required** for CSX to properly consider the proposal. Requests submitted that do not include the required information will be declined. The instructional and canvas drawings can be found on the CSX website:

<https://www.csx.com/>

When using the blank canvas templates, please note the following:

- **A current version of Adobe Reader (or use of Adobe Acrobat Version 8 to current) is required. To download a current version of Adobe Reader, please click [here](#).**
- **Once the blank canvas template is open and selected, click on the "Highlight Fields" button in the top right section of the screen. All fields that can be completed electronically will appear in a light blue color. For easier navigation, you may also press the tab key on your keyboard to move the cursor from field to field.**
- **Ensure that all applicable fields in the table(s) are completed and in compliance with CSXT's current Design & Construction Standard Specifications for both Pipeline and Wireline occupancies.**
- **Once the tables are completed, click in the large image area to upload the plan or profile view of the drawing. If desired, click in the small image area to upload your company log.**

INFORMATION PACKET

CSX SYSTEM MAP



CSXT INSURANCE REQUIREMENTS



Insurance Requirements for Public Projects

I. Insurance Policies:

Agency and Contractor, if and to the extent that either is performing work on or about CSXT's property, shall procure and maintain the following insurance policies:

1. Commercial General Liability coverage at their sole cost and expense with limits of not less than \$5,000,000 in combined single limits for bodily injury and/or property damage per occurrence, and such policies shall name CSXT as an additional named insured. The policy shall include endorsement ISO CG 24 17 evidencing that coverage is provided for work within 50 feet of a railroad. If such endorsement is not included, railroad protective liability insurance must be provided as described in item 4 below.
2. Statutory Worker's Compensation and Employers Liability Insurance with limits of not less than \$1,000,000, which insurance must contain a waiver of subrogation against CSXT and its affiliates (if permitted by state law).
3. Commercial automobile liability insurance with limits of not less than \$1,000,000 combined single limit for bodily injury and/or property damage per occurrence, and such policies shall name CSXT as an additional named insured. The policy shall include endorsement ISO CA 20 70 evidencing that coverage is provided for work within 50 feet of a railroad. If such endorsement is not included, railroad protective liability insurance must be provided as described in item 4 below.
4. Railroad protective liability insurance with limits of not less than \$5,000,000 combined single limit for bodily injury and/or property damage per occurrence and an aggregate annual limit of \$10,000,000, which insurance shall satisfy the following additional requirements:
 - a. The Railroad Protective Insurance Policy must be on the ISO/RIMA Form of Railroad Protective Insurance - Insurance Services Office (ISO) Form CG 00 35.
 - b. CSX Transportation must be the named insured on the Railroad Protective Insurance Policy.
 - c. Name and Address of Contractor and Agency must appear on the Declarations page.
 - d. Description of operations must appear on the Declarations page and must match the Project description.
 - e. Authorized endorsements must include the Pollution Exclusion Amendment - CG 28 31, unless using form CG 00 35 version 96 and later.
 - f. Authorized endorsements may include:
 - (i). Broad Form Nuclear Exclusion - IL 00 21
 - (ii). 30-day Advance Notice of Non-renewal or cancellation
 - (iii). Required State Cancellation Endorsement
 - (iv). Quick Reference or Index - CL/L 240
 - g. Authorized endorsements may not include:
 - (i). A Pollution Exclusion Endorsement except CG 28 31
 - (ii). A Punitive or Exemplary Damages Exclusion
 - (iii). A "Common Policy Conditions" Endorsement
 - (iv). Any endorsement that is not named in Section 4 (e) or (f) above.
 - (v). Policies that contain any type of deductible

5. All insurance companies must be A. M. Best rated A- and Class VII or better.
6. The CSX OP number or CSX contract number, as applicable, must appear on each Declarations page and/or certificates of insurance.
7. Such additional or different insurance as CSXT may require.

II. Additional Terms

1. Contractor must submit the original Railroad Protective Liability policy, Certificates of Insurance and all notices and correspondence regarding the insurance policies to:

Insurance Department
CSX Transportation, Inc.
500 Water Street, C-907
Jacksonville, FL 32202

insurancedocuments@csx.com

2. Neither Agency nor Contractor may begin work on the Project until it has received CSXT's written approval of the required insurance.

Insurance Requirements Document updated June 2017

CSXT SPECIAL PROVISIONS

APPENDIX

CSX Transportation

CSXT SPECIAL PROVISIONS

Public Projects Group
Jacksonville, FL
Date Issued: July 2017

CSXT SPECIAL PROVISIONS

AUTHORITY OF CSXT ENGINEER

The CSXT Representative shall have final authority in all matters affecting the safe maintenance of CSXT operations and CSXT property, and his or her approval shall be obtained by the Agency or its Contractor for methods of construction to avoid interference with CSXT operations and CSXT property and all other matters contemplated by the Agreement and these Special Provisions.

II. INTERFERENCE WITH CSXT OPERATIONS

A. Agency or its Contractor shall arrange and conduct its work so that there will be no interference with CSXT operations, including train, signal, telephone and telegraphic services, or damage to CSXT's property, or to poles, wires, and other facilities of tenants on CSXT's Property or right-of-way. Agency or its Contractor shall store materials so as to prevent trespassers from causing damage to trains, or CSXT Property. Whenever Work is likely to affect the operations or safety of trains, the method of doing such Work shall first be submitted to the CSXT Representative for approval, but such approval shall not relieve Agency or its Contractor from liability in connection with such Work.

B. If conditions arising from or in connection with the Project require that immediate and unusual provisions be made to protect train operation or CSXT's property, Agency or its Contractor shall make such provision. If the CSXT Representative determines that such provision is insufficient, CSXT may, at the expense of Agency or its Contractor, require or provide such provision as may be deemed necessary, or cause the Work to cease immediately.

III. NOTICE OF STARTING WORK. Agency or its Contractor shall not commence any work on CSXT Property or rights-of-way until it has complied with the following conditions:

A. Notify CSXT in writing of the date that it intends to commence Work on the Project. Such notice must be received by CSXT at least 10 business days in advance of the date Agency or its Contractor proposes to begin Work on CSXT property. The notice must refer to this Agreement by date. If flagging service is required, such notice shall be submitted at least thirty (30) business days in advance of the date scheduled to commence the Work.

B. Obtain authorization from the CSXT Representative to begin Work on CSXT property, such authorization to include an outline of specific conditions with which it must comply.

C. Obtain from CSXT the names, addresses and telephone numbers of CSXT's personnel who must receive notice under provisions in the Agreement. Where more than one individual is designated, the area of responsibility of each shall be specified.

IV. WORK FOR THE BENEFIT OF THE CONTRACTOR

A. No temporary or permanent changes to wire lines or other facilities (other than third party fiber optic cable transmission systems) on CSXT property that are considered necessary to the Work are anticipated or shown on the Plans. If any such changes are, or become, necessary in the opinion of CSXT or Agency, such changes will be covered by appropriate revisions to the Plans and by preparation of a force account estimate. Such force account estimate may be initiated by either CSXT or Agency, but must be approved by both CSXT and Agency. Agency or Contractor shall be responsible for arranging for the relocation of the third party fiber optic cable transmission systems, at no cost or expense to CSXT.

B. Should Agency or Contractor desire any changes in addition to the above, then it shall make separate arrangements with CSXT for such changes to be accomplished at the Agency or Contractor's expense.

V. HAUL ACROSS RAILROAD

A. If Agency or Contractor desires access across CSXT property or tracks at other than an existing and open public road crossing in or incident to construction of the Project, the Agency or Contractor must first obtain the permission of CSXT and shall execute a license agreement or right of entry satisfactory to CSXT, wherein Agency or Contractor agrees to bear all costs and liabilities related to such access.

B. Agency and Contractor shall not cross CSXT's property and tracks with vehicles or equipment of any kind or character, except at such crossing or crossings as may be permitted pursuant to this section.

VI. COOPERATION AND DELAYS

A. Agency or Contractor shall arrange a schedule with CSXT for accomplishing stage construction involving work by CSXT. In arranging its schedule, Agency or Contractor shall ascertain, from CSXT, the lead time required for assembling crews and materials and shall make due allowance therefor.

B. Agency or Contractor may not charge any costs or submit any claims against CSXT for hindrance or delay caused by railroad traffic; work done by CSXT or other delay incident to or necessary for safe maintenance of railroad traffic; or for any delays due to compliance with these Special Provisions.

C. Agency and Contractor shall cooperate with others participating in the construction of the Project to the end that all work may be carried on to the best advantage.

D. Agency and Contractor understand and agree that CSXT does not assume any responsibility for work performed by others in connection the Project. Agency and Contractor further understand and agree that they shall have no claim whatsoever against CSXT for any inconvenience, delay or additional cost incurred by Agency or Contractor on account of operations by others.

VII. STORAGE OF MATERIALS AND EQUIPMENT

Agency and Contractor shall not store their materials or equipment on CSXT's property or where they may potentially interfere with CSXT's operations, unless Agency or Contractor has received CSXT Representative's prior written permission. Agency and Contractor understand and agree that CSXT will not be liable for any damage to such materials and equipment from any cause and that CSXT may move, or require Agency or Contractor to move, such material and equipment at Agency's or Contractor's sole expense. To minimize the possibility of damage to the railroad tracks resulting from the unauthorized use of equipment, all grading or other construction equipment that is left parked near the tracks unattended by watchmen shall be immobilized to the extent feasible so that it cannot be moved by unauthorized persons.

VIII. CONSTRUCTION PROCEDURES

A. General

1. Construction work on CSXT property shall be subject to CSXT's inspection and approval.
2. Construction work on CSXT property shall be in accord with CSXT's written outline of specific conditions and with these Special Provisions.
3. Contractor shall observe the terms and rules of the CSXT Safe Way manual, which Agency and Contractor shall be required to obtain from CSXT, and in accord with any other instructions furnished by CSXT or CSXT's Representative.

B. Blasting

1. Agency or Contractor shall obtain CSXT Representative's and Agency Representative's prior written approval for use of explosives on or adjacent to CSXT property. If permission for use of explosives is granted, Agency or Contractor must comply with the following:
 - a. Blasting shall be done with light charges under the direct supervision of a responsible officer or employee of Agency or Contractor.
 - b. Electric detonating fuses shall not be used because of the possibility of premature explosions resulting from operation of two-way train radios.
 - c. No blasting shall be done without the presence of an authorized representative of CSXT. At least 30 days' advance notice to CSXT Representative is required to arrange for the presence of an authorized CSXT representative and any flagging that CSXT may require.

d. Agency or Contractor must have at the Project site adequate equipment, labor and materials, and allow sufficient time, to (i) clean up (at Agency's expense) debris resulting from the blasting without any delay to trains; and (ii) correct (at Agency's expense) any track misalignment or other damage to CSXT's property resulting from the blasting, as directed by CSXT Representative, without delay to trains. If Agency's or Contractor's actions result in delay of any trains, including Amtrak passenger trains, Agency shall bear the entire cost thereof.

e. Agency and Contractor shall not store explosives on CSXT property.

2. CSXT Representative will:

a. Determine the approximate location of trains and advise Agency or Contractor of the approximate amount of time available for the blasting operation and clean-up.

b. Have the authority to order discontinuance of blasting if, in his or her opinion, blasting is too hazardous or is not in accord with these Special Provisions.

IX. MAINTENANCE OF DITCHES ADJACENT TO CSXT TRACKS

Agency or Contractor shall maintain all ditches and drainage structures free of silt or other obstructions that may result from their operations. Agency or Contractor shall provide erosion control measures during construction and use methods that accord with applicable state standard specifications for road and bridge construction, including either (1) silt fence; (2) hay or straw barrier; (3) berm or temporary ditches; (4) sediment basin; (5) aggregate checks; and (6) channel lining. All such maintenance and repair of damages due to Agency's or Contractor's operations shall be performed at Agency's expense.

X. FLAGGING / INSPECTION SERVICE

A. CSXT has sole authority to determine the need for flagging required to protect its operations and property. In general, flagging protection will be required whenever Agency or Contractor or their equipment are, or are likely to be, working within fifty (50) feet of live track or other track clearances specified by CSXT, or over tracks.

B. Agency shall reimburse CSXT directly for all costs of flagging that is required on account of construction within CSXT property shown in the Plans, or that is covered by an approved plan revision, supplemental agreement or change order.

C. Agency or Contractor shall give a minimum of 30 days' advance notice to CSXT Representative for anticipated need for flagging service. No work shall be undertaken until the flag person(s) is/are at the job site. If it is necessary for CSXT to advertise a flagging job for bid, it may take up to 90-days to obtain this service, and CSXT shall not be liable for the cost of delays attributable to obtaining such service.

D. CSXT shall have the right to assign an individual to the site of the Project to perform inspection service whenever, in the opinion of CSXT Representative, such inspection may be necessary. Agency shall reimburse CSXT for the costs incurred by CSXT for such inspection service. Inspection service shall not relieve Agency or Contractor from liability for its Work.

E. CSXT shall render invoices for, and Agency shall pay for, the actual pay rate of the flagpersons and inspectors used, plus standard additives, whether that amount is above or below the rate provided in the Estimate. If the rate of pay that is to be used for inspector or flagging service is changed before the work is started or during the progress of the work, whether by law or agreement between CSXT and its employees, or if the tax rates on labor are changed, bills will be rendered by CSXT and paid by Agency using the new rates. Agency and Contractor shall perform their operations that require flagging protection or inspection service in such a manner and sequence that the cost of such will be as economical as possible.

XI. UTILITY FACILITIES ON CSXT PROPERTY

Agency shall arrange, upon approval from CSXT, to have any utility facilities on or over CSXT Property changed as may be necessary to provide clearances for the proposed trackage.

XII. CLEAN-UP

Agency or Contractor, upon completion of the Project, shall remove from CSXT's Property any temporary grade crossings, any temporary erosion control measures used to control drainage, all machinery, equipment, surplus materials, falsework, rubbish, or temporary buildings belonging to Agency or Contractor. Agency or Contractor, upon completion of the Project, shall leave CSXT Property in neat condition, satisfactory to CSXT Representative.

XIII. FAILURE TO COMPLY

If Agency or Contractor violate or fail to comply with any of the requirements of these Special Provisions, (a) CSXT may require Agency and/or Contractor to vacate CSXT Property; and (b) CSXT may withhold monies due Agency and/or Contractor; (c) CSXT may require Agency to withhold monies due Contractor; and (d) CSXT may cure such failure and the Agency shall reimburse CSXT for the cost of curing such failure.

CSXT RIGHT-OF-ENTRY APPLICATION



APPLICATION FOR RIGHT-OF-ENTRY

Mail Application, Maps, and Fee(s) To:
 CSX Transportation, Inc.
 ATTN: Corridor Occupancy Services
 6737 Southpoint Drive South, J-180
 Jacksonville, FL 32216

Application Date: _____ CSXT File/Agreement Number: _____
 (CSX Use Only)

SECTION 1: PROJECT INFORMATION TO BE COMPLETED BY APPLICANT

ALL FIELDS MARKED WITH AN ASTERICK (*) ARE REQUIRED FIELDS AND MUST BE COMPLETED

Legal Name of Party Performing the Work (required)

| | | | |
|---------------------------------------|---------------------------------------|--|--|
| *Owner's Complete Legal Company Name: | | | |
| Legal Address (1): | | | |
| Legal Address (2): | | | |
| City: | State: | Zip: | |
| *Business Type: | <input type="checkbox"/> Corporation | <input type="checkbox"/> Limited Liability Company | <input type="checkbox"/> Limited Partnership |
| | <input type="checkbox"/> Municipality | <input type="checkbox"/> Limited Liability Partnership | <input type="checkbox"/> General Partnership |
| *State of Incorporation: | Other Business Type - Describe: | | |

Billing Address

(Check box if same as above); if not, please complete below.

| | | | |
|----------------------|--------|------|--|
| Billing Address (1): | | | |
| Billing Address (2): | | | |
| City: | State: | Zip: | |

Project Contact Information

| | |
|----------------|------------------------|
| *Contact Name: | Contact Title: |
| Office Phone: | Mobile Phone: |
| *Email: | *24/7 Emergency Phone: |

SECTION 2: PROJECT REFERENCE TO BE COMPLETED BY APPLICANT

Is this a time extension request or a request to add an additional location to an existing right-of-entry agreement?
 Yes Provide Agreement # and/or date:
 No

Is this project related to another transaction/project with CSX:
 Yes Describe:
 No

Provide Applicant's Project Reference Number: _____

| SECTION 3: PROJECT LOCATION/SCOPE/DESCRIPTION | | TO BE COMPLETED BY APPLICANT | |
|---|------------------------------|--|------------------------------|
| Project Location | | | |
| *City: | *County: | *State: | |
| In addition to the above location information, a minimum of one of the below location references must be provided for processing: | | | |
| Latitude: | | Longitude: | |
| _____ feet | _____ | (Direction) from AAR/DOT Road Crossing Number | |
| _____ feet | _____ | (Direction) from CSX Railroad Milepost Number | |
| Project Scope | | | |
| Check box to indicate type of entry request: | | | |
| General Access: | | Environmental Investigation: | |
| <input type="checkbox"/> Bridge Inspection (include DOT Crossing Number) | | <input type="checkbox"/> Ground Water Sampling | |
| <input type="checkbox"/> Engineering | | <input type="checkbox"/> Sediment Sampling | |
| <input type="checkbox"/> House Moving | | <input type="checkbox"/> Soil Sampling | |
| <input type="checkbox"/> Staging Area | | <input type="checkbox"/> Remediation | |
| <input type="checkbox"/> Geotechnical Soil Borings | | <input type="checkbox"/> Monitoring Wells # of Wells: | |
| <input type="checkbox"/> Surveying | | <input type="checkbox"/> If state or Federal Site, provide | |
| <input type="checkbox"/> Other (Non-Construction) | | <input type="checkbox"/> Site # | |
| Railroad Operations: | | | |
| How close will the proposed activity be to the nearest railroad track: | | | |
| Will the proposed activity require crossing railroad track(s): | | | |
| <input type="checkbox"/> Yes | Describe: | | |
| <input type="checkbox"/> No | | | |
| Project Description | | | |
| *Detailed Scope of Work: | | | |
| *Equipment: | | | |
| Proposed Project Start Date: | | | |
| Proposed Project Duration: | | | |
| Is This Project Federally Funded: | <input type="checkbox"/> Yes | <input type="checkbox"/> No | Federal Project Reference #: |
| Location map showing project location at a local street level is required. Please attach with submittal of this application. | | | |

Safety is a Way of Life

Right of Entry

The safety of all persons entering onto CSX property is of paramount importance to CSX. Each project is reviewed by CSX independently to determine, in its sole discretion, the need for flagman and/or inspection services and/or On-Track Worker Safety Training. If required for the project, the project owner will be invoiced for the services provided during the project (see Information Packet for more details).

| Review Fee Schedule: Right of Entry | |
|---|-------------------|
| Per Location | |
| Rights of Entry | |
| General Access | \$950.00 |
| <i>Bridge Inspections; Engineering; House Moves; Large/Heavy Moves; Staging; Geotechnical Soil Borings; Surveying</i> | |
| Environmental Investigation | \$3,500.00 |
| <i>(includes review fee and site inspection fee)</i> | |
| <i>Groundwater, Soil, and Sediment Sampling; Remediation; Monitoring Wells</i> | |
| <i>Review Fees are non-refundable</i> | |

Entering any railroad right of way or other railroad property without the permission of the railroad is trespassing and illegal. Violators will be prosecuted, and they risk the possibility of serious, even fatal, injury.

Corridor Occupancy Services

ROE Application Instructions

Summary - A right of entry is a request for temporary access onto CSXT property for non construction activity, which includes surveys, soil borings, inspections, ingress/egress, monitoring wells, remediation, etc... Use the Facility Encroachment Application for construction related activity. All fields on the application must be completed. Any missing information will cause a delay in processing.

Bridge Inspections - For bridge inspections only, the Application Review Fee for multiple bridge inspections is \$950.00 USD for the first location, and \$475.00 USD for each additional location. Please provide bridge information as shown on the attached sample bridge inspection sheet. (Figure 1)

Requests for bridge washing and/or painting are handled by CSX Public Projects Department. Their website is: <http://csx.com/index.cfm/community/property-and-projects/>

| Street Name | County | State | Milepost | AAR/DOT # |
|-------------|--------|-------|----------|-----------|
| | | | | |
| | | | | |

Figure 1

Legal Name of Party Performing the Work - All information must be filled out correctly in order to generate an accurate agreement. Please include the complete and legal name of the party performing the work, the legal address, the business type and state of incorporation. If any of this information is not provided an accurate agreement cannot be generated, which will cause a delay in processing your request.

IHB RIGHT-OF-ENTRY APPLICATION PACKAGE

IHB Right of Entry Application Package

Instructions for Preparing Application Drawings

For uniformity in the preparation of prints and/or sketches to accompany applications, and in order to facilitate prompt processing, the following instructions will apply to all projects applications drawings and/or sketches. Failure to include all pertinent information (either on the application or drawing) may result in the delay of processing or return of the application.

The size of the project application drawing shall be 8-1/2" x 11". Larger drawings or construction plans may be submitted if necessary for clarification but cannot be used in lieu of the project application drawing.

The project application drawing and/or sketch shall be to scale, or show adequate dimensional information and must include:

- North arrow.
- Nearest road crossing showing milepost and DOT/AAR number as outlined below.
- Plan view clearly showing the proposed project, including stationing and legends if applicable.
- Centerline of all railroad tracks.
- Property and/or right-of-way lines if known.
- Location of all proposed work and routes of access.
- A statement indicating whether or not it will be necessary to: 1) physically cross any railroad track (with vehicles or on foot) and: 2) come within 25 feet of any railroad track at any point along the access route or while conducting work.
- Draw number and date.

Instructions for Preparing Application Form

- "Project Owner Information" and "Project Information" sections must be filled out completely.
- The agreement will be prepared in the name of the Project Owner. It is important to provide the Complete Legal Name of the entity as well as its state of incorporation.
- Check the appropriate space to designate where the agreement should be mailed. If none or both are check, the agreement will be mailed only to the Project Owner.
- **REQUIRED:** Provide the estimated distance to/from the nearest road crossing or milepost. Identify the road crossing by its IHB Railroad Milepost number (including prefix, i.e. QC 292.83) and/or DOT/AAR number. The DOT/AAR number is a specific number assigned to each road crossing IHB tracks and should be posted at or near the crossing (usually on a pole or signal mast). It is usually a rectangular white sign with black numbers/letters and will consist of 6 numbers followed by one letter (Example: 630543 P). In lieu of the DOT number, an exact

IHB Right of Entry Package

Latitude and Longitude may be provided to aid in finding the project location in the railroad's maps and files.

- Please remember to date and sign the application form.

Instruction for preparing Proposed Work Description

Prepare a brief description of the proposed work (not to exceed three pages), providing sufficient information to justify the need to access IHB property. The information shall include:

- the proposed start date and expected duration of the project;
- a description of the proposed work identify the nature and location of any item or structure to be installed on IHB property (e.g. culverts, monuments, ditches);
- types of equipment to be used onsite (drill rigs, backhoe, excavator, etc.);
- methods of restoring right-of-way disturbed by work.

Please be aware that the Agreement will be strictly limited to the scope of services as defined in your work description. If, at any time, it becomes necessary to modify the scope of service, you must request a modification in writing and obtain a supplemental Agreement prior to performing the work.

Application Fee

The application fee is non-refundable and must be submitted with the application. Failure to do so may result in the application being returned. All checks should be made payable to IHB Railroad.

Application Fee:

- | | |
|--|------------|
| • Initial Application Review/Processing | \$1,000.00 |
| • Emergency Application | \$3,000.00 |
| • Per site Surcharge for more than one site* | \$50.00 |
| • Renewal of Existing Agreement (within 12 months Of Agreement Expiration Date)^ | \$150.00 |

*Site is defined as follows:

- a) Each contiguous work site or work site segment along the Railroad track that is 500 feet or less in length, on a single subdivision, branch, or spur, such that protection can be provided by a single Railroad employee; or
- b) In areas such as yards and other facilities, each contiguous work site or portion thereof, consisting of ½ acre or less.

^ Renewal becomes effective upon receipt of written approval by IHB.

Please do not combine the amount for the application fee and risk fee (if applicable) into one check. Separate checks are needed to facilitate processing.

IHB Right of Entry Package

Flagging Requirements

If required for your work, an IHB flagman will be provided at the entire cost and expense of the work's owner and/or the applicant for the duration of the project. This protection cannot be provided by any personnel other than an authorized IHB employee. The IHB will make the sole determination as to whether flagging protection is required based on the work to be performed.

Roadway Worker Qualifications

All project workers including those of sub contractors must be Roadway Worker Qualified. Workers shall carry a Qualification card at all times and show on demand of any IHB employee.

Insurance

Each tenant/license shall be required to obtain, at its sole cost and expense, various type of insurance coverage with various limits. These insurance coverages must be of a form and be underwritten by insurance companies that meet with the IHB approval. In addition, the tenant/licensee may be required to pay IHB a risk-financing fee in certain instances. The types of insurance typically required by IHB include:

| | |
|--|---|
| Commercial General Liability Insurance | Automobile Liability Insurance |
| Worker's Compensation Insurance | Railroad Protective Liability Insurance (during construction or maintenance only) |

Indiana Harbor Belt generally requires a policy of Commercial General Liability Insurance with a combined single limit of not less than \$2,000,000 per occurrence for injury to or death of persons and damage to or loss or destruction of property. **Specific insurance requirements will be provided to you in the agreement covering your request when it is approved by the IHB.**

Railroad Valuation Maps

Railroad Valuation Maps are provided for information purposes only. There is a charge of \$50 per Valuation Map and \$25 for each copy of the same map. Shipping charges is \$2 per map for regular and \$12 for overnight delivery. To obtain a copy of the Valuation Map Reproduction Request form, please contact Manager Engineering Services at (219) 989-4909, Fax # (219) 989 4813 or email at IHBRR.com. In order to process the request for Valuation Map, the county and state must be provided along with one of the following: GIS#, Valuation Section and sheet, milepost with prefix, DOT crossing number, nearest street and distance from that street, or an attached map of the area.

Please do not address questions regarding obtaining Valuation Maps to the right of entry section.

IHB

Form: ROE 200405

Application for Public Improvements/ Right-of-Entry

Project Owner Information: ___ Check here if agreement should be mailed to this address.

1. Complete Legal Name of Applicant: _____
2. Company Contact Name: _____ Title: _____
3. Telephone: () _____ Fax: () _____ Emergency () _____
4. Address: _____
5. City: _____ State: _____ Zip Code: _____
6. Type of Business: _____
 Corporation (State of Incorporation: __ Individual __ Developer
 Partnership (Type & State _____)
 ___ Municipality or Government

Engineer/Consultant Information: ___ Check here if agreement should be mailed to this address

7. Company Name: _____
8. Company Contact Name: _____ Title _____
9. Telephone: () _____ Fax: () _____
10. Address: _____
11. City: _____ State: _____ Zip Code: _____

Project Information : 12: Date of Application _____ Application Ref. # _____

12. Description of Location: _____
13. City: _____ County: _____ State: _____
14. Est. Distance _____ feet _____ (direction) from Road Xing _____ DOT# _____
15. Project Description: _____

16. Latitude: _____ Longitude: _____ (WGS84)
17. How close will project be to nearest track _____ ft.
18. Does the work on IHB R/W include _____ Soil Boring _____ Excavation
 _____ Construction/Demolition
19. How did applicant verify that property and/or track is owned by IHB _____
20. Expected beginning date of occupancy _____ Completion Date: _____
21. Requested contract expiration date: _____
22. Signature of Applicant: _____ Date: _____

- For Railroad Use Only: 22 Agreement Number: _____
22. Region: _____ Division _____ Subdivision _____
 23. Milepost: _____ Val Section: _____ Val Map # _____
 24. File review date: _____ Fees Attached Y N _____
 25. Comments: _____
 26. Distribution: _____
 27. Approved: ___ Yes ___ No By: _____ Date: _____

IHB RIGHT-OF-ENTRY AGREEMENT



INDIANA HARBOR BELT RAILROAD COMPANY (IHB)

THIS RIGHT OF ENTRY AGREEMENT, made this _____ day of _____ 20____, by and between INDIANA HARBOR BELT RAILROAD COMPANY, a corporation organized and existing under the laws of the State of Indiana and authorized to do business in the State of Illinois, hereinafter called the IHB, and **HBK Engineering LLC** hereinafter called the Vendor

WITNESSETH: That, in consideration of being granted permission and authority to enter upon the property of INDIANA HARBOR BELT RAILROAD COMPANY, for the purpose of **survey work only** it is mutually agreed as follows:

1. TERMS OF EMPLOYMENT. The IHB reserves no control whatsoever over the employment, discharge, compensation of or services rendered by the Vendor's employees, and it is the intention of the parties to this Agreement that the Vendor shall be and remain an independent contractor, and that nothing in the Agreement contained shall be construed as inconsistent with that status. The vendor agrees to pay the contributions measured by the wages of his (its) employees required to be made under the Unemployment Compensation Insurance, Social Security and Retirement Laws or similar laws, State and Federal, applicable to the work hereunder undertaken by the Vendor or his (its) subcontractors, and to accept exclusive liability for said contributions: the Vendor further promises and agrees to indemnify and hold harmless the IHB, its successors and assigns, from any all liability arising therefrom.

2. CONSENT TO TRANSFER. The Vendor shall not let, transfer or assign this Agreement as whole, without the consent in writing from the IHB.

3. WAIVER. It is expressly understood and agreed that any waiver on the part of the IHB, of any term, provision or covenant of this Right of Entry Agreement, shall not constitute a precedent, nor bind the IHB, to a waiver of any succeeding breach of the same or any other of the terms, provision or covenants of this Agreement.

4. PERMITS AND INSURANCE. A Vendor shall maintain the following insurance coverage which has been so designated. (x).

- (x) I. Statutory Workmen's Compensation and Occupational Disease Insurance and/or FELA coverage, if applicable.
- (x) a. To the extent permitted by law, all Workers' Compensation policies shall be endorsed to provide Waiver of subrogation in favor of owner.

- (x) II. Commercial General Liability Insurance which shall be no less comprehensive and nor more restrictive than the coverage provided by a standard form Commercial General Liability Policy with a minimum combined single limit of \$2,000,000 per occurrence for Bodily Injury and Property Damage and \$3,000,000 each for the General Aggregate and the Products/Completed Aggregate. This insurance must include the following features:
 - (x) a. Railroad Protective Liability Insurance naming the IHB as Named Insured with a limit for bodily injury and property damage liability of \$5,000,000 per occurrence, \$10,000,000 aggregate, the original of said policy shall be furnished to IHB prior to any entry upon IHB property by Vendor (if required).
 - () b. Contractual Liability, insuring the liabilities and indemnification assumed under the provisions of the Agreement inclusive of XCU exposure (d below) if applicable with any restrictions for work within 50 feet of a railroad removed (if required).
 - () c. Products and completed operations.
 - () d. Coverage for demolition of any building or structure, collapse, explosion, blasting, excavation and damage to property below the surface of the ground.
 - (x) e. Coverage will include appropriate endorsements naming IHB as additional insured. (ISO Form CG 2010)
 - () f. The coverage afforded the additional insureds shall be primary and noncontributory to any additional insureds.
- (x) III. Employers, liability coverage with limits of not less than \$1,000,000 each accident, \$1,000,000. policy limit for disease, and \$1,000,000 each employee disease, such policies shall contain a waiver of subrogation.
- (x) IV. Umbrella Liability/Excess coverages over primary insurance with a limit of not less than \$10,000,000. each occurrence and shall follow form of the underlying general liability coverages for employers liability, and auto liability and general liability (including products/completed operations). In addition, said policy shall have endorsement naming The Indiana Harbor Belt Railroad Company as additional insured.
- (x) V. Automobile Liability Insurance, covering all owned, non-owned and hired vehicles with a minimum combined single limit for Bodily Injury and Property Damage of \$2,000,000. per occurrence. This insurance will include contractual liability insuring the indemnification provisions contained in this Agreement.

- A. The insurance policies to be maintained under this Agreement must be issued by companies authorized to do business in Illinois and Indiana and shall include a requirement that the insurer provide IHB with thirty (30) days written notice prior to the effective date of any cancellation or material change of the insurance. The policies required herein shall name IHB as additional insured with respect to operations performed under this Right of Entry Agreement and shall be primary to and not in excess of or contributory with any other insurance available to IHB. Vendor shall, before commencing work, provide IHB with a certificate satisfactory to IHB of the Insurance coverages and endorsements set forth herein. Vendor shall provide IHB with certified copies of certificates. The obligation to carry the insurance required herein shall not limit or modify in any way any other obligations assumed by the Vendor under this Agreement. Vendor shall be held accountable for all insurance coverages, including those of subcontractors.
- B. Original of certificates shall be mailed to Director of Risk Management and Attention: Insurance, at the address set forth below IHB's signature to this Agreement. IHB shall not be under any duty to advise Vendor in the event that Vendor's insurance is not in compliance with this Agreement.

5. WAIVER OF SUBROGATION. Vendor on behalf of its insureds waives any right of subrogation that such insurers may have against IHB arising out of this Agreement. The insurance specified in Section 3 hereof shall contain a waiver of the right of subrogation against the IHB and an assignment of statutory lien, if applicable. Any physical damage insurance carried by Vendor on construction equipment, tools, temporary structures and supplies owned or used by Vendor shall provide a waiver of the right of subrogation against the IHB.

6. INDEMNITY. The Vendor hereby agrees to protect, indemnify and hold harmless said IHB, its officers, agents and employees against any and all liability or loss, damage or injury of every kind, nature and description, fatal or otherwise, which Vendor may sustain in any manner whatsoever to IHB and/or Vendor, arising either directly or indirectly, out of or in connection with the authority and permission herein granted or while Vendor is upon or about any of the property of the IHB, or upon any property of any of the tenants, lessees or licensees of the IHB, in connection with such permission.

7. PERSONAL SAFETY EQUIPMENT. All employees entering or remaining on IHB property under this right of entry must wear safety shoes, reflective vest, hardhats and eye protection while anywhere on IHB company property.

Vehicles must be marked with your company's name, or advance information must be provided as to whose vehicles will be on IHB property.

8. FLAG PROTECTION AND CONTACT. Under no circumstance may ANY work be carried out within twenty five (25) feet of any railroad right-of-way without a

IHB employee providing flag protection paid for by you. To obtain flag protection, call Manager Engineering Services at 219-989-4910, and provide information he requests at least 36 hours ahead of time. Vendor must include a name and telephone number for a designated employee contact who will be at the work site until work authorized herein is complete.

9. NATURE OF JOB. Prior to order of flag protection for the first day, Contractor shall provide in addition to the executed Right of Entry Agreement, a written summary of the job to be done, detailing the number of employees scheduled to be upon IHB property, the kind of equipment they will use, and particularly the kind of vehicle and fixed objects such as scaffolding, etc. Specific detailed information on the location of the equipment, and whether or not it will be placed within 25 feet of the right-of-way must be submitted. This information may be sent in letter form and preferably with a diagram of sketch plan. IHB must be updated daily by vendor designated employee contact as to nature and location of work for following day before close of business day. This Right of Entry will not be valid until this requirement is met and the nature of the work is clearly understood.

10. EXTENSION. The Right of Entry is good only for the project described and for the duration of the insurance coverage provided, whichever comes first. If the project expands or takes longer, you must re-contact IHB to assure insurance and other provisions are in order. Under no circumstances shall this Right of Entry be construed as granting any right, title or interest of any kind or character in or about the land or premises of the IHB.

11. RESTORATION OF PREMISES. Upon completion of the Project, IHB's property shall be left in a condition satisfactory to the said Office of the Chief Engineer or his Designee. This, includes, without limitation restoration of any fences removed.

12. HAZARDOUS MATERIALS. Prohibition of Certain Potentially Environmentally Damaging Operations on IHB Property: Electronics, electrical transformer repair or reconditioning, asbestos manufacturing, blast furnaces, steel works, rolling and finishing mills, smelting and/or refining, wood treatment or tie plants, salvage operations, junk yards, scrap dealers, drum or barrel reconditioners, battery recycling, tire storage or recycling, waste disposal operations of any kind including landfills, surface impoundments and waste piles, incinerators, sewage systems, electroplating operations, fuel blending, waste or used oil recycling or reclamation, explosives disposal, manufacturing or detonation, bulk oil storage or any facility requiring a TSD hazardous waste permit or any hazardous waste transloading facility.

The foregoing list of prohibited activities on IHB property is not exclusive. all proposed leases, licenses and permits will be carefully evaluated to determine if the proposed activities pose an unreasonable environmental risk.

13. NOTICE – HOW SERVED. Any notice to be given by the IHB to the Vendor under this Agreement except Section 7, 8, and 9, shall be deemed to be served if

the same be delivered to the person in charge of the office used by the Vendor, or to his representative at or near the work, deposited in the post office postpaid, addressed to the Vendor at his last known place of business. Notice under Sections 7, 8, and 9 shall be deemed served to the Vendor's designated employee contact by any means appropriate.

14. MISCELLANEOUS.

- A. The construction of this Agreement and the rights and obligations of the parties hereunder shall be governed by the laws of the State of Illinois.
- B. This Agreement and any amendments to it or them may be executed in several counterparts and such counterparts may be delivered by facsimile or in PDF form as an email attachment, and each Agreement so executed shall constitute one agreement, binding on the parties thereto, even though such parties are not signatories to the original or the same counterpart. Any counterpart of this Agreement that has attached to it separate signature pages, which altogether contain the signatures of the parties thereto, shall for all purposes be deemed a fully executed instrument. Each party agrees that it will be bound by its own telecopied or otherwise electronically transmitted signature to this Agreement and that it accepts the telecopied or otherwise electronically transmitted signatures of the other party to this Agreement.
- C. The prevailing party in any litigation or suit involving or arising out of this Agreement shall be entitled to recover from the non-prevailing party all of its attorneys' fees and costs.
- D. For any suit, proceeding or cause of action between them arising out of or relating to this Agreement, each party hereto consents and agrees to exclusive jurisdiction and venue in the federal courts sitting for the Northern District of Illinois, or if there is no federal jurisdiction, to the state courts located in Cook County, Illinois.

THIS AGREEMENT shall inure to the benefit of and be binding upon the legal representatives and successors of the parties respectively.

**INDIANA HARBOR BELTRAILROAD COMPANY
2721 161ST STREET – HAMMOND, INDIANA 46323**

Attest: _____ By: _____

Title

Date

Telephone

VENDOR

Attest: _____ By: _____

Title

Date

Company Name

Address

City, State

Telephone

Facsimile/Fax

CLEANING AND PAINTING CONTACT SURFACE AREAS OF EXISTING STEEL STRUCTURES

Effective: June 30, 2003

Revised: October 23, 2020

Description. This work shall consist of the surface preparation and painting of existing steel structures in areas that will be in contact with new steel.

The existing steel at primary connections (faying surfaces) shall be prepared and primed as specified herein prior to connecting new structural steel to the existing structure.

The existing steel at secondary connections shall be prepared, and if bare metal is exposed, primed as specified herein prior to connecting new structural steel to the existing structure.

General. The existing coatings shall be assumed to contain lead and may also contain other toxic metals. Any plans that may be furnished for the work, and any dimensions or other information given regarding a structure, are only for the purpose of assisting bidders in determining the type and location of steel to be cleaned and painted. It is the responsibility of the Contractor to verify this information and the accuracy of the information provided shall in no way affect the price bid for structural steel.

Materials. The Bureau of Materials and Physical Research has established a list of all products that have met preliminary requirements. Each batch of material must be tested and approved before use.

The paint materials shall meet the requirements of the following articles of the Standard Specification:

| <u>Item</u> | <u>Article</u> |
|-----------------------------|----------------|
| a) Organic Zinc Rich Primer | 1008.05 |
| b) Aluminum Epoxy Mastic | 1008.03 |

Submittals:

- a) Manufacturer's application instructions and product data sheets. Copies of the paint manufacturer's application instructions and product data sheets shall be furnished to the Engineer at the field site before steel cleaning begins.
- b) Waste Management Plan. The Waste Management Plan shall address all aspects of waste handling, storage, testing, hauling and disposal. Include the names, addresses, and a contact person for the proposed licensed waste haulers and disposal facilities. Submit the name and qualifications of the laboratory proposed for Toxicity Characteristic Leaching Procedure (TCLP) analysis.
- c) Quality Control (QC) Program. The QC Program shall identify the following; the instrumentation that will be used, a schedule of required measurements and observations, procedures for correcting unacceptable work, and procedures for improving surface preparation and painting quality as a result of quality control findings.

Construction Requirements. The Contractor shall perform first line, in process QC inspections. The Contractor shall implement the submitted and accepted QC Program to ensure that the work accomplished complies with these specifications. The designated Quality Control inspector shall be onsite full time during any operations that affect the quality of the coating system (e.g., surface preparation, coating mixing and application, and evaluations between coats and upon completion of the work). The Contractor shall provide artificial lighting in areas where natural light is inadequate, as determined by the Engineer, to allow proper cleaning, inspection, and painting. Illumination for inspection shall be at least 30 foot-candles (325 LUX). Illumination for cleaning and priming, including the working platforms, access, and entryways shall be at least 20 foot-candles (215 LUX).

The Contractor shall be responsible for any damage caused to persons, vehicles, or property, except as indemnified by the Response Action Contractor Indemnification Act. Whenever the intended purposes of the protective devices are not being accomplished, as determined by the Engineer, work shall be immediately suspended until corrections are made. Painted surfaces damaged by any Contractor's operation shall be removed and repainted, as directed by the Engineer, at the Contractor's expense.

Weather Conditions. Surfaces to be primed after cleaning shall remain free of moisture and other contaminants. The Contractor shall control his/her operations to ensure that dust, dirt, or moisture does not come in contact with surfaces cleaned prior to painting. Surfaces painted shall be protected until the coating is sufficiently cured to protect itself from damage.

Restrictions on ambient conditions shall be as per the coating manufacturer's written specifications.

Surface Preparation: Prior to making connections or painting, all loose abrasives, paint, and residue shall be contained, collected, removed from the surface area and properly disposed of as specified later in this specification.

Soluble Salt Remediation. The Contractor shall implement surface preparation procedures and processes that will remove chloride from the surfaces to levels below 7 micrograms per square centimeter. Surfaces that may be contaminated with chloride include, but are not limited to, expansion joints and all areas that are subject to roadway splash or runoff such as fascia beams and stringers. Surfaces shall be tested for chlorides at a frequency of five tests per bearing line, with tests performed on both the beams and diaphragms/cross-frames at expansion joints.

Methods of chloride removal may include, but are not limited to, hand washing, steam cleaning, or pressure washing with or without the addition of a chemical soluble salt remover as approved by the coating manufacturer and scrubbing before or after initial paint removal. The Contractor may also elect to clean the steel and allow it to rust overnight followed by recleaning, or by utilizing blends of fine and coarse abrasives during blast cleaning, wet abrasive/water jetting methods of preparation, or combinations of the above. If steam or water cleaning methods of chloride removal are utilized over surfaces where the coating has been completely removed, and the water does not contact any lead containing coatings, the water does not have to be collected. The Contractor shall provide the proposed procedures for chloride remediation in the Surface Preparation/Painting Plan.

Upon completion of the chloride remediation steps, the Contractor shall use cell methods of field chloride extraction and test procedures (e.g., silver dichromate) accepted by the Engineer, to test representative surfaces that were previously rusted (e.g., pitted steel) for the presence of remaining chlorides. Remaining chloride levels shall be no greater than $7\mu\text{g}/\text{sq cm}$ as read directly from the surface without any multiplier applied to the results. The testing must be performed, and the results must be acceptable, prior to painting each day.

A minimum of 5 tests per 1000 sq. ft. (93 sq m) or fraction thereof completed in a given day, shall be conducted at project start up. If results greater than $7\mu\text{g}/\text{sq cm}$ are detected, the surfaces shall be recleaned and retested at the same frequency. If acceptable results are achieved on three consecutive days in which testing is conducted, the test frequency may be reduced to 1 test per 1000 sq. ft. (93 sq. m) prepared each day provided the chloride remediation process remains unchanged. If unacceptable results are encountered, or the methods of chloride remediation are changed, the Contractor shall resume testing at a frequency of 5 tests per 1000 sq. ft. (93 sq. m).

Following successful chloride testing the chloride test areas shall be cleaned as specified below.

Painted surfaces of new steel damaged by abrasive blasting or by the Contractor's operations shall be repainted, as directed by the Engineer, at the Contractor's expense.

- a) Primary Connections. Primary connections shall be defined as faying (contact) surfaces of high-strength bolted connections specifically noted in plans.

The surfaces of existing steel in all areas that will be in direct contact with new steel shall be prepared according to SSPC-SP15, Commercial Grade Power Tool Cleaning using vacuum-shrouded power tools equipped with HEPA filtration. The surface preparation shall remove all rust, mill scale, and existing paint from the contact surface. At the Contractors option, vacuum blast cleaning according to SSPC-SP6, Commercial Blast Cleaning may be substituted for SSPC-SP15 at no additional cost to the Department. The surface profile for primary connection surfaces shall be 1.5 to 3.5 mils (38 to 90 microns).

- b) Secondary Connections. Secondary connections shall be defined as all surface areas of existing members that will be in contact with new steel except as previously defined as primary connections.

These surfaces of existing steel in all areas that will be in direct contact with new steel shall be prepared according to SSPC-SP3, Power Tool Cleaning using vacuum-shrouded power tools equipped with HEPA filtration. The surface preparation shall remove all loose rust, loose mill scale, and loose, checked, alligatored and peeling paint from the contact surface. At the Contractors option, vacuum blast cleaning according to SSPC-SP6, Commercial Blast Cleaning or SSPC-SP15, Commercial Grade Power Tool Cleaning may be substituted for SSPC-SP3 at no additional cost to the Department. The surface profile for abrasive blast cleaning and Commercial Grade Power Tool Cleaning shall be 1.5 to 3.5 mils (38 to 90 microns).

Painting. The manufacturer's written instructions shall be followed for paint storage, mixing, thinning, application, ambient conditions, and drying times between coats. The surface shall be free of dirt, dust, and debris prior to the application of any coat. The coatings shall be applied as a continuous film of uniform thickness free of defects including, but not limited to, runs, sags, overspray, dryspray, pinholes, voids, skips, misses, and shadow-through. Defects such as runs and sags shall be brushed out immediately during application.

The Engineer will approve surface preparation prior to priming.

- a) For Primary connections the surface of the prepared steel cleaned to bare metal shall be primed with an organic zinc rich primer between 3.5 and 5.0 mils (90 and 125 microns) dry film thickness.
- b) For Secondary Connections the surface of the prepared steel cleaned to bare metal shall be painted with either one coat of epoxy mastic between 5 and 7 mils (125 microns to 180 microns) in thickness or one coat of an organic zinc rich primer between 3.5 and 5.0 mils (90 and 125 microns) in thickness. Areas not cleaned to bare metal need not be painted.

For primary connections, the primer on the surface of the prepared steel shall cure according to the manufacturers instructions prior to connecting new structural steel to the existing structure. For secondary connections, the primer on the surface of the prepared steel need only be dry to touch prior to connecting new steel to the existing structure.

The surrounding coating at each prepared location shall be feathered for a minimum distance of 1 1/2 in. (40 mm) to achieve a smooth transition between the prepared areas and the existing coating.

Collection, Temporary Storage, Transportation and Disposal of Waste. The Contractor and the Department are considered to be co-generators of the waste.

The Contractor is responsible for all aspects of waste collection, testing and identification, handling, storage, transportation, and disposal according to these specifications and all applicable Federal, State, and Local regulations. The Contractor shall provide for Engineer review and acceptance a Waste Management Plan that addresses all aspects of waste handling, storage, and testing, and provides the names, addresses, and a contact person for the proposed licensed waste haulers and disposal facilities. The Department will not perform any functions relating to the waste other than provide EPA identification numbers, provide the Contractor with the emergency response information, the emergency response telephone number required to be provided on the manifest, and to sign the waste manifest. The Engineer will obtain the identification numbers from the state and federal environmental protection agencies for the bridge(s) to be painted and furnish those to the Contractor.

All surface preparation/paint residues shall be collected daily and deposited in all-weather containers supplied by the Contractor as temporary storage. The storage area shall be secure to prevent unauthorized entry or tampering with the containers. Acceptable measures include storage within a fully enclosed (e.g., fenced in) and locked area, within a temporary building, or implementing other reasonable means to reduce the possibility of vandalism or exposure of the waste to the public or the environment (e.g., securing the lids or covers of waste containers and roll-off boxes). Waste shall not be stored outside of the containers. Waste shall be collected and transferred to bulk containers taking extra precautions as necessary to prevent the suspension of residues in air or contamination of surrounding surfaces. Precautions may include the transfer of the material within a tarpaulin enclosure. Transfer into roll-off boxes shall be planned to minimize the need for workers to enter the roll-off box.

No residues shall remain on uncontained surfaces overnight. Waste materials shall not be removed through floor drains or by throwing them over the side of the bridge. Flammable materials shall not be stored around or under any bridge structures.

The all-weather containers shall meet the requirements for the transportation of hazardous materials and as approved by the Department. Acceptable containers include covered roll-off boxes and 55-gallon drums (17H). The Contractor shall insure that no breaks and no deterioration of these containers occurs and shall maintain a written log of weekly inspections of the condition of the containers. A copy of the log shall be furnished to the Engineer upon request. The containers shall be kept closed and sealed from moisture except during the addition of waste. Each container shall be permanently identified with the date that waste was placed into the container, contract number, hazardous waste name and ID number, and other information required by the IEPA.

The Contractor shall have each waste stream sampled for each project and tested by TCLP and according to EPA and disposal company requirements. The Engineer shall be notified in advance when the samples will be collected. The samples shall be collected and shipped for testing within the first week of the project, with the results due back to the Engineer within 10 days. The costs of testing shall be considered included in this work. Copies of the test results shall be provided to the Engineer prior to shipping the waste.

The existing paint removed, together with the surface preparation media (e.g. abrasive) shall be handled as a hazardous waste, regardless of the TCLP results. The waste shall be transported by a licensed hazardous waste transporter, treated by an IEPA permitted treatment facility to a non-hazardous special waste and disposed of at an IEPA permitted disposal facility in Illinois.

The treatment/disposal facilities shall be approved by the Engineer and shall hold an IEPA permit for waste disposal and waste stream authorization for this cleaning residue. The IEPA permit and waste stream authorization must be obtained prior to beginning cleaning, except that if necessary, limited paint removal will be permitted in order to obtain samples of the waste for the disposal facilities. The waste shall be shipped to the facility within 90 days of the first accumulation of the waste in the containers. When permitted by the Engineer, waste from multiple bridges in the same contract may be transported by the Contractor to a central waste storage location(s) approved by the Engineer in order to consolidate the material for pick up, and to minimize the storage of waste containers at multiple remote sites after demobilization. Arrangements for the final waste pickup shall be made with the waste hauler by the time blast cleaning operations are completed or as required to meet the 90-day limit stated above.

The Contractor shall submit a waste accumulation inventory table to the Engineer no later than the 5th day of the month. The table shall show the number and size of waste containers filled each day in the preceding month and the amount of waste shipped that month, including the dates of shipments.

The Contractor shall prepare a manifest supplied by the IEPA for off-site treatment and disposal before transporting the hazardous waste off-site. The Contractor shall prepare a land ban notification for the waste to be furnished to the disposal facility. The Contractor shall obtain the handwritten signature of the initial transporter and date of the acceptance of the manifest. The Contractor shall send one copy of the manifest to the IEPA within two working days of transporting the waste off-site. The Contractor shall furnish the generator copy of the manifest and a copy of the land ban notification to the Engineer. The Contractor shall give the transporter the remaining copies of the manifest.

All other project waste shall be removed from the site according to Federal, State and Local regulations, with all waste removed from the site prior to final Contractor demobilization.

The Contractor shall make arrangements to have other hazardous waste, which he/she generates, such as used paint solvent, transported to the Contractor's facility at the end of each day that this waste is generated. These hazardous wastes shall be manifested using the Contractor's own generator number to a treatment or disposal facility from the Contractor's facility. The Contractor shall not combine solvents or other wastes with cleaning residue wastes. All waste streams shall be stored in separate containers.

The Contractor is responsible for the payment of any fines and undertaking any clean up activities mandated by State or federal environmental agencies for improper waste handling, storage, transportation, or disposal.

Contractor personnel shall be trained in the proper handling of hazardous waste, and the necessary notification and clean up requirements in the event of a spill. The Contractor shall maintain a copy of the personnel training records at each bridge site.

It is understood and agreed that the cost of all work outlined above, unless otherwise specified, has been included in the bid, and no extra compensation will be allowed.

Basis of Payment: This work will be considered included in the cost of "Furnishing and Erecting Structural Steel", "Erecting Structural Steel", or "Structural Steel Repair", as applicable, according to the Standard Specifications, unless otherwise specified on the plans.

HOT DIP GALVANIZING FOR STRUCTURAL STEEL

Effective: June 22, 1999

Revised: October 20, 2017

Description. This work shall consist of surface preparation and hot dip galvanizing all structural steel specified on the plans and painting of galvanized structural steel when specified on the plans.

Materials. Fasteners shall be ASTM F 3125, Grade 325, Type 1, High Strength bolts with matching nuts and washers.

Fabrication Requirements. Hot-dip galvanizing shall be indicated on the shop drawings. The fabricator shall coordinate with the galvanizer to incorporate additional steel details required to facilitate galvanizing of the steel. These additional details shall be indicated on the shop drawings.

To insure identification after galvanizing, piece marks shall be supplemented with metal tags for all items where fit-up requires matching specific pieces.

After fabrication (cutting, welding, drilling, etc.) is complete, all holes shall be deburred and all fins, scabs or other surface/edge anomalies shall be ground or repaired per ASTM A6. The items shall then be cleaned per Steel Structures Painting Council's Surface Preparation Specification SSPC-SP1 (Solvent Cleaning) and SSPC-SP6 (Commercial Blast Cleaning). All surfaces shall be inspected to verify no fins, scabs or other similar defects are present.

The Contractor shall consult with the galvanizer to insure proper removal of grease, paint and other deleterious materials prior to galvanizing.

Surface Preparation and Hot Dip Galvanizing

General. Surfaces of the structural steel specified on the plans shall be prepared and hot dip galvanized as described herein.

Cleaning Structural Steel. If rust, mill scale, dirt, oil, grease or other foreign substances have accumulated prior to galvanizing, steel surfaces shall be cleaned by a combination of caustic cleaning and cleaning according to SSPC-SP8 (Pickling).

Special attention shall be given to the cleaning of corners and reentrant angles.

Surface Preparation. A flux shall be applied to all steel surfaces to be galvanized. Any surfaces which will receive field-installed stud shear connectors shall not be galvanized within 2 in. (50 mm) of the stud location. Either the entire area receiving studs or just individual stud locations may be left ungalvanized. The following steel surfaces of bearings shall not be galvanized: stainless steel surfaces, surfaces which will be machined (except for fixed bearing sole plates), and surfaces which will have TFE, elastomer, or stainless steel parts bonded to them.

The cleaned surfaces shall be galvanized within 24 hours after cleaning, unless otherwise authorized by the Engineer.

Application of Hot Dip Galvanized Coating. Steel members, fabrications and assemblies shall be galvanized by the hot dip process in the shop according to AASHTO M 111.

Bolts, nuts, and washers shall be galvanized according to ASTM F 2329.

All steel shall be safeguarded against embrittlement according to ASTM A 143. Water quenching or chromate conversion coating shall not be used on any steel work that is to be painted. All galvanized steel work shall be handled in such a manner as to avoid any mechanical damage and to minimize distortion.

Beams and girders shall be handled, stored and transported with their webs vertical and with proper cushioning to prevent damage to the member and coating. Members shall be supported and externally stiffened during galvanizing to prevent permanent distortion.

Hot Dip Galvanized Coating Requirements. Coating weight, surface finish, appearance and adhesion shall conform to requirements of ASTM A 385, ASTM F2329, AASHTO M 111 or AASHTO M 232, as appropriate.

Any high spots of zinc coating, such as metal drip lines and rough edges, left by the galvanizing operation in areas that are to be field connected or in areas that are to be painted shall be removed by cleaning per SSPC-SP2 (Hand Tool Cleaning) or SSPC-SP3 (Power Tool Cleaning). The zinc shall be removed until it is level with the surrounding area, leaving at least the minimum required zinc thickness.

Shop assemblies producing field splices shall provide 1/8 in. (3 mm) minimum gaps between ends of members to be galvanized. At field splices of beams or girders, galvanizing exceeding 0.08 in. (2 mm) on the cross-sectional (end) face shall be partially removed until it is 0.04 in. to 0.08 in. (1 to 2 mm) thick.

Testing of Hot Dip Galvanized Coating. Inspection and testing of hot dip galvanized coatings shall follow the guidelines provided in the American Galvanizers Association publication "*Inspection of Products Hot Dip Galvanized After Fabrication*". Sampling, inspection, rejection and retesting for conformance with requirements shall be according to AASHTO M 111 or AASHTO M 232, as applicable. Coating thickness shall be measured according to AASHTO M 111, for magnetic thickness gage measurement or AASHTO M 232, as applicable.

All steel shall be visually inspected for finish and appearance.

Bolts, nuts, washers, and steel components shall be packaged according to ASTM F 2329. Identity of bolts, nuts and washers shall be maintained for lot-testing after galvanizing according to Article 505.04(f)(2) for high strength steel bolts.

A notarized certificate of compliance with the requirements listed herein shall be furnished. The certificate shall include a detailed description of the material processed and a statement that the processes used met or exceeded the requirements for successful galvanizing of the surface, where applicable. The certificate shall be signed by the galvanizer.

Repair of Hot Dip Galvanized Coating. Surfaces with inadequate zinc thickness shall be repaired in the shop according to ASTM A 780 and AASHTO M 111.

Surfaces of galvanized steel that are damaged after the galvanizing operation shall be repaired according to ASTM A 780 whenever damage exceeds 3/16 in. (5 mm) in width and/or 4 in. (100 mm) in length. Damage that occurs in the shop shall be repaired in the shop. Damage that occurs during transport or in the field shall be repaired in the field.

Connection Treatment. After galvanizing and prior to shipping, contact surfaces for any bolted connections shall be roughened by hand wire brushing or according to SSPC-SP7 (Brush-Off Blast Cleaning). Power wire brushing is not allowed.

All bolt holes shall be reamed or drilled to their specified diameters after galvanizing. All bolts shall be installed after galvanizing.

Surface Preparation and Painting

Surface Preparation. When galvanized steel surfaces are specified to be painted they shall be clean and free of oil, grease, and other foreign substances. Surface preparation necessary to provide adequate adhesion of the coating shall be performed according to ASTM D6386. Surface preparation shall include, but not be limited to the following:

- All galvanized steel surfaces that are to be painted shall be cleaned according to SSPC-SP1 (Solvent Cleaning). After cleaning, all chemicals shall be thoroughly rinsed from the surface with a suitable solvent. The steel shall be allowed to completely dry prior to coating application.
- All galvanized steel surfaces that are to be painted shall be checked for the presence of chromate conversion coating according to ASTM D 6386 Appendix X1. Surfaces where chromate conversion coating is found shall be cleaned according to the same appendix and blown down with clean, compressed air according to ASTM D 6386 Section 6.1.
- All galvanized steel surfaces that are to be painted shall be checked for the presence of wet storage stain. Surfaces where wet storage stain is found shall be cleaned, rinsed and completely dried according to ASTM D 6386 Section 6.2.
- Following galvanizing, thickness readings shall verify the acceptable thickness of the galvanizing according to AASHTO M111/ASTM A123.

Paint Requirements. The paint materials (epoxy intermediate coat and aliphatic urethane finish coat) shall meet the requirements of the Articles 1008.05(d) and (e) of the Standard Specification.

All paint materials for the shop and field shall be supplied by the same manufacturer, and samples of components submitted for approval by the Department, before use.

Paint storage, mixing, and application shall be according to Section 506 of the Standard Specifications and the paint manufacturer's written instructions and product data sheets. In the event of a conflict the Contractor shall advise the Engineer and comply with the Engineer's written resolution. Until a resolution is provided, the most restrictive conditions shall apply.

Shop Application of the Paint System. The areas to be painted shall receive one full coat of an epoxy intermediate coat and one full coat of an aliphatic urethane finish coat. The film thickness of each coat shall be according to Article 506.09(f)(2).

Construction Requirements. The contact surfaces of splice flange connections (mating flange faces and areas under splice bolt heads and nuts) shall be free of paint prior to assembly. If white rust is visible on the mating flange surfaces, the steel shall be prepared by hand wire brushing or brush-off blasting according to SSPC-SP7. Power wire brushing is not allowed.

After field erection, the following areas shall be prepared by cleaning according to SSPC-SP1 (Solvent Cleaning), tie- or wash-coated if applicable, and then painted or touched up with the paint specified for shop application (the intermediate coat and/or the finish coat):

- exposed unpainted areas at bolted connections
- areas where the shop paint has been damaged
- any other unpainted, exposed areas as directed by the Engineer.

Special Instructions. Painting Date/System Code. At the completion of the work, the Contractor shall stencil in contrasting color paint the date of painting the bridge and the paint type code from the Structure Information and Procedure Manual for the system used according to Article 506.10(i). The code designation for galvanizing is "V". If painting of the structural steel is not specified then the word "PAINTED" may be omitted, the month and year shall then correspond to the date the stencil is applied.

Basis of Payment. The cost of all surface preparation, galvanizing, painting and all other work described herein shall be considered as included in the unit price bid for the applicable pay items to be galvanized and painted, according to the Standard Specifications.

COMPENSABLE DELAY COSTS (BDE)

Effective: June 2, 2017

Revised: April 1, 2019

Revise Article 107.40(b) of the Standard Specifications to read:

“(b) Compensation. Compensation will not be allowed for delays, inconveniences, or damages sustained by the Contractor from conflicts with facilities not meeting the above definition; or if a conflict with a utility in an unanticipated location does not cause a shutdown of the work or a documentable reduction in the rate of progress exceeding the limits set herein. The provisions of Article 104.03 notwithstanding, compensation for delays caused by a utility in an unanticipated location will be paid according to the provisions of this Article governing minor and major delays or reduced rate of production which are defined as follows.

- (1) Minor Delay. A minor delay occurs when the work in conflict with the utility in an unanticipated location is completely stopped for more than two hours, but not to exceed two weeks.
- (2) Major Delay. A major delay occurs when the work in conflict with the utility in an unanticipated location is completely stopped for more than two weeks.
- (3) Reduced Rate of Production Delay. A reduced rate of production delay occurs when the rate of production on the work in conflict with the utility in an unanticipated location decreases by more than 25 percent and lasts longer than seven calendar days.”

Revise Article 107.40(c) of the Standard Specifications to read:

“(c) Payment. Payment for Minor, Major, and Reduced Rate of Production Delays will be made as follows.

- (1) Minor Delay. Labor idled which cannot be used on other work will be paid for according to Article 109.04(b)(1) and (2) for the time between start of the delay and the minimum remaining hours in the work shift required by the prevailing practice in the area.

Equipment idled which cannot be used on other work, and which is authorized to standby on the project site by the Engineer, will be paid for according to Article 109.04(b)(4).

- (2) Major Delay. Labor will be the same as for a minor delay.

Equipment will be the same as for a minor delay, except Contractor-owned equipment will be limited to two weeks plus the cost of move-out to either the Contractor’s yard or another job and the cost to re-mobilize, whichever is less. Rental equipment may be paid for longer than two weeks provided the Contractor presents adequate support to the Department (including lease agreement) to show retaining equipment on the job is the most economical course to follow and in the public interest.

- (3) Reduced Rate of Production Delay. The Contractor will be compensated for the reduced productivity for labor and equipment time in excess of the 25 percent threshold for that portion of the delay in excess of seven calendar days. Determination of compensation will be in accordance with Article 104.02, except labor and material additives will not be permitted.

Payment for escalated material costs, escalated labor costs, extended project overhead, and extended traffic control will be determined according to Article 109.13.”

Revise Article 108.04(b) of the Standard Specifications to read:

“(b) No working day will be charged under the following conditions.

- (1) When adverse weather prevents work on the controlling item.
- (2) When job conditions due to recent weather prevent work on the controlling item.
- (3) When conduct or lack of conduct by the Department or its consultants, representatives, officers, agents, or employees; delay by the Department in making the site available; or delay in furnishing any items required to be furnished to the Contractor by the Department prevents work on the controlling item.
- (4) When delays caused by utility or railroad adjustments prevent work on the controlling item.
- (5) When strikes, lock-outs, extraordinary delays in transportation, or inability to procure critical materials prevent work on the controlling item, as long as these delays are not due to any fault of the Contractor.
- (6) When any condition over which the Contractor has no control prevents work on the controlling item.”

Revise Article 109.09(f) of the Standard Specifications to read:

“(f) Basis of Payment. After resolution of a claim in favor of the Contractor, any adjustment in time required for the work will be made according to Section 108. Any adjustment in the costs to be paid will be made for direct labor, direct materials, direct equipment, direct jobsite overhead, direct offsite overhead, and other direct costs allowed by the resolution. Adjustments in costs will not be made for interest charges, loss of anticipated profit, undocumented loss of efficiency, home office overhead and unabsorbed overhead other than as allowed by Article 109.13, lost opportunity, preparation of claim expenses and other consequential indirect costs regardless of method of calculation.

The above Basis of Payment is an essential element of the contract and the claim cost recovery of the Contractor shall be so limited.”

Add the following to Section 109 of the Standard Specifications.

“109.13 Payment for Contract Delay. Compensation for escalated material costs, escalated labor costs, extended project overhead, and extended traffic control will be allowed when such costs result from a delay meeting the criteria in the following table.

| Contract Type | Cause of Delay | Length of Delay |
|-----------------|--|---|
| Working Days | Article 108.04(b)(3) or Article 108.04(b)(4) | No working days have been charged for two consecutive weeks. |
| Completion Date | Article 108.08(b)(1) or Article 108.08(b)(7) | The Contractor has been granted a minimum two week extension of contract time, according to Article 108.08. |

Payment for each of the various costs will be according to the following.

- (a) Escalated Material and/or Labor Costs. When the delay causes work, which would have otherwise been completed, to be done after material and/or labor costs have increased, such increases will be paid. Payment for escalated material costs will be limited to the increased costs substantiated by documentation furnished by the Contractor. Payment for escalated labor costs will be limited to those items in Article 109.04(b)(1) and (2), except the 35 percent and 10 percent additives will not be permitted.
- (b) Extended Project Overhead. For the duration of the delay, payment for extended project overhead will be paid as follows.
 - (1) Direct Jobsite and Offsite Overhead. Payment for documented direct jobsite overhead and documented direct offsite overhead, including onsite supervisory and administrative personnel, will be allowed according to the following table.

| Original Contract Amount | Supervisory and Administrative Personnel |
|--|---|
| Up to \$5,000,000 | One Project Superintendent |
| Over \$ 5,000,000 - up to \$25,000,000 | One Project Manager, One Project Superintendent or Engineer, and One Clerk |
| Over \$25,000,000 - up to \$50,000,000 | One Project Manager, One Project Superintendent, One Engineer, and One Clerk |
| Over \$50,000,000 | One Project Manager, Two Project Superintendents, One Engineer, and One Clerk |

(2) Home Office and Unabsorbed Overhead. Payment for home office and unabsorbed overhead will be calculated as 8 percent of the total delay cost.

(c) Extended Traffic Control. Traffic control required for an extended period of time due to the delay will be paid for according to Article 109.04.

When an extended traffic control adjustment is paid under this provision, an adjusted unit price as provided for in Article 701.20(a) for increase or decrease in the value of work by more than ten percent will not be paid.

Upon payment for a contract delay under this provision, the Contractor shall assign subrogation rights to the Department for the Department's efforts of recovery from any other party for monies paid by the Department as a result of any claim under this provision. The Contractor shall fully cooperate with the Department in its efforts to recover from another party any money paid to the Contractor for delay damages under this provision."

CONSTRUCTION AIR QUALITY – DIESEL RETROFIT (BDE)

Effective: June 1, 2010

Revised: November 1, 2014

The reduction of emissions of particulate matter (PM) for off-road equipment shall be accomplished by installing retrofit emission control devices. The term "equipment" refers to diesel fuel powered devices rated at 50 hp and above, to be used on the jobsite in excess of seven calendar days over the course of the construction period on the jobsite (including rental equipment).

Contractor and subcontractor diesel powered off-road equipment assigned to the contract shall be retrofitted using the phased in approach shown below. Equipment that is of a model year older than the year given for that equipment's respective horsepower range shall be retrofitted:

| Effective Dates | Horsepower Range | Model Year |
|----------------------------|------------------|------------|
| June 1, 2010 ^{1/} | 600-749 | 2002 |
| | 750 and up | 2006 |
| June 1, 2011 ^{2/} | 100-299 | 2003 |
| | 300-599 | 2001 |
| | 600-749 | 2002 |
| | 750 and up | 2006 |
| June 1, 2012 ^{2/} | 50-99 | 2004 |
| | 100-299 | 2003 |
| | 300-599 | 2001 |
| | 600-749 | 2002 |
| | 750 and up | 2006 |

1/ Effective dates apply to Contractor diesel powered off-road equipment assigned to the contract.

2/ Effective dates apply to Contractor and subcontractor diesel powered off-road equipment assigned to the contract.

The retrofit emission control devices shall achieve a minimum PM emission reduction of 50 percent and shall be:

- a) Included on the U.S. Environmental Protection Agency (USEPA) *Verified Retrofit Technology List* (<http://www.epa.gov/cleandiesel/verification/verif-list.htm>), or verified by the California Air Resources Board (CARB) (<http://www.arb.ca.gov/diesel/verdev/vt/cvt.htm>); or
- b) Retrofitted with a non-verified diesel retrofit emission control device if verified retrofit emission control devices are not available for equipment proposed to be used on the project, and if the Contractor has obtained a performance certification from the retrofit device manufacturer that the emission control device provides a minimum PM emission reduction of 50 percent.

Note: Large cranes (Crawler mounted cranes) which are responsible for critical lift operations are exempt from installing retrofit emission control devices if such devices adversely affect equipment operation.

Diesel powered off-road equipment with engine ratings of 50 hp and above, which are unable to be retrofitted with verified emission control devices or if performance certifications are not available which will achieve a minimum 50 percent PM reduction, may be granted a waiver by the Department if documentation is provided showing good faith efforts were made by the Contractor to retrofit the equipment.

Construction shall not proceed until the Contractor submits a certified list of the diesel powered off-road equipment that will be used, and as necessary, retrofitted with emission control devices. The list(s) shall include (1) the equipment number, type, make, Contractor/rental company name; and (2) the emission control devices make, model, USEPA or CARB verification number, or performance certification from the retrofit device manufacturer. Equipment reported as fitted with emissions control devices shall be made available to the Engineer for visual inspection of the device installation, prior to being used on the jobsite.

The Contractor shall submit an updated list of retrofitted off-road construction equipment as retrofitted equipment changes or comes on to the jobsite. The addition or deletion of any diesel powered equipment shall be included on the updated list.

If any diesel powered off-road equipment is found to be in non-compliance with any portion of this special provision, the Engineer will issue the Contractor a diesel retrofit deficiency deduction.

Any costs associated with retrofitting any diesel powered off-road equipment with emission control devices shall be considered as included in the contract unit prices bid for the various items of work involved and no additional compensation will be allowed. The Contractor's compliance with this notice and any associated regulations shall not be grounds for a claim.

Diesel Retrofit Deficiency Deduction

When the Engineer determines that a diesel retrofit deficiency exists, a daily monetary deduction will be imposed for each calendar day or fraction thereof the deficiency continues to exist. The calendar day(s) will begin when the time period for correction is exceeded and end with the Engineer's written acceptance of the correction. The daily monetary deduction will be \$1,000.00 for each deficiency identified.

The deficiency will be based on lack of diesel retrofit emissions control.

If a Contractor accumulates three diesel retrofit deficiency deductions for the same piece of equipment in a contract period, the Contractor will be shutdown until the deficiency is corrected. Such a shutdown will not be grounds for any extension of the contract time, waiver of penalties, or be grounds for any claim.

DISADVANTAGED BUSINESS ENTERPRISE PARTICIPATION (DBE)

Effective: September 1, 2000

Revised: March 2, 2019

FEDERAL OBLIGATION. The Department of Transportation, as a recipient of federal financial assistance, is required to take all necessary and reasonable steps to ensure nondiscrimination in the award and administration of contracts. Consequently, the federal regulatory provisions of 49 CFR Part 26 apply to this contract concerning the utilization of disadvantaged business enterprises. For the purposes of this Special Provision, a disadvantaged business enterprise (DBE) means a business certified by the Department in accordance with the requirements of 49 CFR Part 26 and listed in the Illinois Unified Certification Program (IL UCP) DBE Directory.

STATE OBLIGATION. This Special Provision will also be used by the Department to satisfy the requirements of the Business Enterprise for Minorities, Females, and Persons with Disabilities Act, 30 ILCS 575. When this Special Provision is used to satisfy state law requirements on 100 percent state-funded contracts, the federal government has no involvement in such contracts (not a federal-aid contract) and no responsibility to oversee the implementation of this Special Provision by the Department on those contracts. DBE participation on 100 percent state-funded contracts will not be credited toward fulfilling the Department's annual overall DBE goal required by the US Department of Transportation to comply with the federal DBE program requirements.

CONTRACTOR ASSURANCE. The Contractor makes the following assurance and agrees to include the assurance in each subcontract the Contractor signs with a subcontractor.

The Contractor, subrecipient, or subcontractor shall not discriminate on the basis of race, color, national origin, or sex in the performance of this contract. The Contractor shall carry out applicable requirements of 49 CFR Part 26 in the award and administration of contracts funded in whole or in part with federal or state funds. Failure by the Contractor to carry out these requirements is a material breach of this contract, which may result in the termination of this contract or such other remedy as the recipient deems appropriate, which may include, but is not limited to:

- (a) Withholding progress payments;
- (b) Assessing sanctions;
- (c) Liquidated damages; and/or
- (d) Disqualifying the Contractor from future bidding as non-responsible.

OVERALL GOAL SET FOR THE DEPARTMENT. As a requirement of compliance with 49 CFR Part 26, the Department has set an overall goal for DBE participation in its federally assisted contracts. That goal applies to all federal-aid funds the Department will expend in its federally assisted contracts for the subject reporting fiscal year. The Department is required to make a good faith effort to achieve the overall goal. The dollar amount paid to all approved DBE companies performing work called for in this contract is eligible to be credited toward fulfillment of the Department's overall goal.

CONTRACT GOAL TO BE ACHIEVED BY THE CONTRACTOR. This contract includes a specific DBE utilization goal established by the Department. The goal has been included because the Department has determined the work of this contract has subcontracting opportunities that may be suitable for performance by DBE companies. The determination is based on an assessment of the type of work, the location of the work, and the availability of DBE companies to do a part of the work. The assessment indicates, in the absence of unlawful discrimination and in an arena of fair and open competition, DBE companies can be expected to perform **0.00%** of the work. This percentage is set as the DBE participation goal for this contract. Consequently, in addition to the other award criteria established for this contract, the Department will only award this contract to a bidder who makes a good faith effort to meet this goal of DBE participation in the performance of the work. A bidder makes a good faith effort for award consideration if either of the following is done in accordance with the procedures set for in this Special Provision:

- (a) The bidder documents enough DBE participation has been obtained to meet the goal or,
- (b) The bidder documents a good faith effort has been made to meet the goal, even though the effort did not succeed in obtaining enough DBE participation to meet the goal.

DBE LOCATOR REFERENCES. Bidders shall consult the IL UCP DBE Directory as a reference source for DBE-certified companies. In addition, the Department maintains a letting and item specific DBE locator information system whereby DBE companies can register their interest in providing quotes on particular bid items advertised for letting. Information concerning DBE companies willing to quote work for particular contracts may be obtained by contacting the Department's Bureau of Small Business Enterprises at telephone number (217) 785-4611, or by visiting the Department's website at:

<http://www.idot.illinois.gov/doing-business/certifications/disadvantaged-business-enterprise-certification/il-ucp-directory/index>.

BIDDING PROCEDURES. Compliance with this Special Provision is a material bidding requirement and failure of the bidder to comply will render the bid not responsive.

The bidder shall submit a DBE Utilization Plan (form SBE 2026), and a DBE Participation Statement (form SBE 2025) for each DBE company proposed for the performance of work to achieve the contract goal, with the bid. If the Utilization Plan indicates the contract goal will not be met, documentation of good faith efforts shall also be submitted. The documentation of good faith efforts must include copies of each DBE and non-DBE subcontractor quote submitted to the bidder when a non-DBE subcontractor is selected over a DBE for work on the contract. The required forms and documentation must be submitted as a single .pdf file using the “Integrated Contractor Exchange (iCX)” application within the Department’s “EBids System”.

The Department will not accept a Utilization Plan if it does not meet the bidding procedures set forth herein and the bid will be declared not responsive. In the event the bid is declared not responsive, the Department may elect to cause the forfeiture of the penal sum of the bidder’s proposal guaranty and may deny authorization to bid the project if re-advertised for bids.

GOOD FAITH EFFORT PROCEDURES. The contract will not be awarded until the Utilization Plan is approved. All information submitted by the bidder must be complete, accurate and adequately document enough DBE participation has been obtained or document the good faith efforts of the bidder, in the event enough DBE participation has not been obtained, before the Department will commit to the performance of the contract by the bidder. The Utilization Plan will be approved by the Department if the Utilization Plan documents sufficient commercially useful DBE work to meet the contract goal or the bidder submits sufficient documentation of a good faith effort to meet the contract goal pursuant to 49 CFR Part 26, Appendix A. This means the bidder must show that all necessary and reasonable steps were taken to achieve the contract goal. Necessary and reasonable steps are those which, by their scope, intensity and appropriateness to the objective, could reasonably be expected to obtain sufficient DBE participation, even if they were not successful. The Department will consider the quality, quantity, and intensity of the kinds of efforts the bidder has made. Mere *pro forma* efforts, in other words efforts done as a matter of form, are not good faith efforts; rather, the bidder is expected to have taken genuine efforts that would be reasonably expected of a bidder actively and aggressively trying to obtain DBE participation sufficient to meet the contract goal.

- (a) The following is a list of types of action that the Department will consider as part of the evaluation of the bidder’s good faith efforts to obtain participation. These listed factors are not intended to be a mandatory checklist and are not intended to be exhaustive. Other factors or efforts brought to the attention of the Department may be relevant in appropriate cases and will be considered by the Department.
 - (1) Soliciting through all reasonable and available means (e.g. attendance at pre-bid meetings, advertising and/or written notices) the interest of all certified DBE companies that have the capability to perform the work of the contract. The bidder must solicit this interest within sufficient time to allow the DBE companies to respond to the solicitation. The bidder must determine with certainty if the DBE companies are interested by taking appropriate steps to follow up initial solicitations.

- (2) Selecting portions of the work to be performed by DBE companies in order to increase the likelihood that the DBE goals will be achieved. This includes, where appropriate, breaking out contract work items into economically feasible units to facilitate DBE participation, even when the Contractor might otherwise prefer to perform these work items with its own forces.
- (3) Providing interested DBE companies with adequate information about the plans, specifications, and requirements of the contract in a timely manner to assist them in responding to a solicitation.
- (4) a. Negotiating in good faith with interested DBE companies. It is the bidder's responsibility to make a portion of the work available to DBE subcontractors and suppliers and to select those portions of the work or material needs consistent with the available DBE subcontractors and suppliers, so as to facilitate DBE participation. Evidence of such negotiation includes the names, addresses, and telephone numbers of DBE companies that were considered; a description of the information provided regarding the plans and specifications for the work selected for subcontracting; and evidence as to why additional agreements could not be reached for DBE companies to perform the work.
 - b. A bidder using good business judgment would consider a number of factors in negotiating with subcontractors, including DBE subcontractors, and would take a firm's price and capabilities as well as contract goals into consideration. However, the fact that there may be some additional costs involved in finding and using DBE companies is not in itself sufficient reason for a bidder's failure to meet the contract DBE goal, as long as such costs are reasonable. Also the ability or desire of a bidder to perform the work of a contract with its own organization does not relieve the bidder of the responsibility to make good faith efforts. Bidders are not, however, required to accept higher quotes from DBE companies if the price difference is excessive or unreasonable. In accordance with the above Bidding Procedures, the documentation of good faith efforts must include copies of each DBE and non-DBE subcontractor quote submitted to the bidder when a non-DBE subcontractor was selected over a DBE for work on the contract.
- (5) Not rejecting DBE companies as being unqualified without sound reasons based on a thorough investigation of their capabilities. The bidder's standing within its industry, membership in specific groups, organizations, or associations and political or social affiliations (for example union vs. non-union employee status) are not legitimate causes for the rejection or non-solicitation of bids in the bidder's efforts to meet the project goal.
- (6) Making efforts to assist interested DBE companies in obtaining bonding, lines of credit, or insurance as required by the recipient or Contractor.
- (7) Making efforts to assist interested DBE companies in obtaining necessary equipment, supplies, materials, or related assistance or services.

- (8) Effectively using the services of available minority/women community organizations; minority/women contractors' groups; local, state, and federal minority/women business assistance offices; and other organizations as allowed on a case-by-case basis to provide assistance in the recruitment and placement of DBE companies.
- (b) If the Department determines the bidder has made a good faith effort to secure the work commitment of DBE companies to meet the contract goal, the Department will award the contract provided it is otherwise eligible for award. If the Department determines the bidder has failed to meet the requirements of this Special Provision or that a good faith effort has not been made, the Department will notify the responsible company official designated in the Utilization Plan that the bid is not responsive. The notification will also include a statement of reasons for the adverse determination. If the Utilization Plan is not approved because it is deficient as a technical matter, unless waived by the Department, the bidder will be notified and will be allowed no more than a five calendar day period to cure the deficiency.
- (c) The bidder may request administrative reconsideration of an adverse determination by emailing the Department at "DOT.DBE.UP@illinois.gov" within the five calendar days after the receipt of the notification of the determination. The determination shall become final if a request is not made on or before the fifth calendar day. A request may provide additional written documentation or argument concerning the issues raised in the determination statement of reasons, provided the documentation and arguments address efforts made prior to submitting the bid. The request will be reviewed by the Department's Reconsideration Officer. The Reconsideration Officer will extend an opportunity to the bidder to meet in person to consider all issues of documentation and whether the bidder made a good faith effort to meet the goal. After the review by the Reconsideration Officer, the bidder will be sent a written decision within ten working days after receipt of the request for reconsideration, explaining the basis for finding that the bidder did or did not meet the goal or make adequate good faith efforts to do so. A final decision by the Reconsideration Officer that a good faith effort was made shall approve the Utilization Plan submitted by the bidder and shall clear the contract for award. A final decision that a good faith effort was not made shall render the bid not responsive.

CALCULATING DBE PARTICIPATION. The Utilization Plan values represent work anticipated to be performed and paid for upon satisfactory completion. The Department is only able to count toward the achievement of the overall goal and the contract goal the value of payments made for the work actually performed by DBE companies. In addition, a DBE must perform a commercially useful function on the contract to be counted. A commercially useful function is generally performed when the DBE is responsible for the work and is carrying out its responsibilities by actually performing, managing, and supervising the work involved. The Department and Contractor are governed by the provisions of 49 CFR Part 26.55(c) on questions of commercially useful functions as it affects the work. Specific counting guidelines are provided in 49 CFR Part 26.55, the provisions of which govern over the summary contained herein.

- (a) DBE as the Contractor: 100 percent goal credit for that portion of the work performed by the DBE's own forces, including the cost of materials and supplies. Work that a DBE subcontracts to a non-DBE does not count toward the DBE goals.
- (b) DBE as a joint venture Contractor: 100 percent goal credit for that portion of the total dollar value of the contract equal to the distinct, clearly defined portion of the work performed by the DBE's own forces.
- (c) DBE as a subcontractor: 100 percent goal credit for the work of the subcontract performed by the DBE's own forces, including the cost of materials and supplies, excluding the purchase of materials and supplies or the lease of equipment by the DBE subcontractor from the Contractor or its affiliates. Work that a DBE subcontractor in turn subcontracts to a non-DBE does not count toward the DBE goal.
- (d) DBE as a trucker: 100 percent goal credit for trucking participation provided the DBE is responsible for the management and supervision of the entire trucking operation for which it is responsible. At least one truck owned, operated, licensed, and insured by the DBE must be used on the contract. Credit will be given for the following:
 - (1) The DBE may lease trucks from another DBE firm, including an owner-operator who is certified as a DBE. The DBE who leases trucks from another DBE receives credit for the total value of the transportation services the lessee DBE provides on the contract.
 - (2) The DBE may also lease trucks from a non-DBE firm, including from an owner-operator. The DBE who leases trucks from a non-DBE is entitled to credit only for the fee or commission is receives as a result of the lease arrangement.
- (e) DBE as a material supplier:
 - (1) 60 percent goal credit for the cost of the materials or supplies purchased from a DBE regular dealer.
 - (2) 100 percent goal credit for the cost of materials of supplies obtained from a DBE manufacturer.
 - (3) 100 percent credit for the value of reasonable fees and commissions for the procurement of materials and supplies if not a DBE regular dealer or DBE manufacturer.

CONTRACT COMPLIANCE. Compliance with this Special Provision is an essential part of the contract. The Department is prohibited by federal regulations from crediting the participation of a DBE included in the Utilization Plan toward either the contract goal or the Department's overall goal until the amount to be applied toward the goals has been paid to the DBE. The following administrative procedures and remedies govern the compliance by the Contractor with the contractual obligations established by the Utilization Plan. After approval of the Utilization Plan and award of the contract, the Utilization Plan and individual DBE Participation Statements become part of the contract. If the Contractor did not succeed in obtaining enough DBE participation to achieve the advertised contract goal, and the Utilization Plan was approved and contract awarded based upon a determination of good faith, the total dollar value of DBE work calculated in the approved Utilization Plan as a percentage of the awarded contract value shall become the amended contract goal. All work indicated for performance by an approved DBE shall be performed, managed, and supervised by the DBE executing the DBE Participation Commitment Statement.

- (a) NO AMENDMENT. No amendment to the Utilization Plan may be made without prior written approval from the Department's Bureau of Small Business Enterprises. All requests for amendment to the Utilization Plan shall be emailed to the Department at DOT.DBE.UP@illinois.gov.
- (b) CHANGES TO WORK. Any deviation from the DBE condition-of-award or contract plans, specifications, or special provisions must be approved, in writing, by the Department as provided elsewhere in the Contract. The Contractor shall notify affected DBEs in writing of any changes in the scope of work which result in a reduction in the dollar amount condition-of-award to the contract. Where the revision includes work committed to a new DBE subcontractor, not previously involved in the project, then a Request for Approval of Subcontractor, Department form BC 260A or AER 260A, must be signed and submitted. If the commitment of work is in the form of additional tasks assigned to an existing subcontract, a new Request for Approval of Subcontractor will not be required. However, the Contractor must document efforts to assure the existing DBE subcontractor is capable of performing the additional work and has agreed in writing to the change.
- (c) SUBCONTRACT. The Contractor must provide copies of DBE subcontracts to the Department upon request. Subcontractors shall ensure that all lower tier subcontracts or agreements with DBEs to supply labor or materials be performed in accordance with this Special Provision.
- (d) ALTERNATIVE WORK METHODS. In addition to the above requirements for reductions in the condition of award, additional requirements apply to the two cases of Contractor-initiated work substitution proposals. Where the contract allows alternate work methods which serve to delete or create underruns in condition of award DBE work, and the Contractor selects that alternate method or, where the Contractor proposes a substitute work method or material that serves to diminish or delete work committed to a DBE and replace it with other work, then the Contractor must demonstrate one of the following:

- (1) The replacement work will be performed by the same DBE (as long as the DBE is certified in the respective item of work) in a modification of the condition of award; or
 - (2) The DBE is aware its work will be deleted or will experience underruns and has agreed in writing to the change. If this occurs, the Contractor shall substitute other work of equivalent value to a certified DBE or provide documentation of good faith efforts to do so; or
 - (3) The DBE is not capable of performing the replacement work or has declined to perform the work at a reasonable competitive price. If this occurs, the Contractor shall substitute other work of equivalent value to a certified DBE or provide documentation of good faith efforts to do so.
- (e) TERMINATION AND REPLACEMENT PROCEDURES. The Contractor shall not terminate or replace a DBE listed on the approved Utilization Plan, or perform with other forces work designated for a listed DBE except as provided in this Special Provision. The Contractor shall utilize the specific DBEs listed to perform the work and supply the materials for which each is listed unless the Contractor obtains the Department's written consent as provided in subsection (a) of this part. Unless Department consent is provided for termination of a DBE subcontractor, the Contractor shall not be entitled to any payment for work or material unless it is performed or supplied by the DBE in the Utilization Plan.

As stated above, the Contractor shall not terminate or replace a DBE subcontractor listed in the approved Utilization Plan without prior written consent. This includes, but is not limited to, instances in which the Contractor seeks to perform work originally designated for a DBE subcontractor with its own forces or those of an affiliate, a non-DBE firm, or with another DBE firm. Written consent will be granted only if the Bureau of Small Business Enterprises agrees, for reasons stated in its concurrence document, that the Contractor has good cause to terminate or replace the DBE firm. Before transmitting to the Bureau of Small Business Enterprises any request to terminate and/or substitute a DBE subcontractor, the Contractor shall give notice in writing to the DBE subcontractor, with a copy to the Bureau, of its intent to request to terminate and/or substitute, and the reason for the request. The Contractor shall give the DBE five days to respond to the Contractor's notice. The DBE so notified shall advise the Bureau and the Contractor of the reasons, if any, why it objects to the proposed termination of its subcontract and why the Bureau should not approve the Contractor's action. If required in a particular case as a matter of public necessity, the Bureau may provide a response period shorter than five days.

For purposes of this paragraph, good cause includes the following circumstances:

- (1) The listed DBE subcontractor fails or refuses to execute a written contract;
- (2) The listed DBE subcontractor fails or refuses to perform the work of its subcontract in a way consistent with normal industry standards. Provided, however, that good cause does not exist if the failure or refusal of the DBE subcontractor to perform its work on the subcontract results from the bad faith or discriminatory action of the Contractor;

- (3) The listed DBE subcontractor fails or refuses to meet the Contractor's reasonable, nondiscriminatory bond requirements;
- (4) The listed DBE subcontractor becomes bankrupt, insolvent, or exhibits credit unworthiness;
- (5) The listed DBE subcontractor is ineligible to work on public works projects because of suspension and debarment proceedings pursuant 2 CFR Parts 180, 215 and 1200 or applicable state law.
- (6) The Contractor has determined the listed DBE subcontractor is not a responsible contractor;
- (7) The listed DBE subcontractor voluntarily withdraws from the projects and provides written notice to the Contractor of its withdrawal;
- (8) The listed DBE is ineligible to receive DBE credit for the type of work required;
- (9) A DBE owner dies or becomes disabled with the result that the listed DBE subcontractor is unable to complete its work on the contract;
- (10) Other documented good cause that compels the termination of the DBE subcontractor. Provided, that good cause does not exist if the Contractor seeks to terminate a DBE it relied upon to obtain the contract so that the Contractor can self-perform the work for which the DBE contractor was engaged or so that the Contractor can substitute another DBE or non-DBE contractor after contract award.

When a DBE is terminated or fails to complete its work on the Contract for any reason, the Contractor shall make a good faith effort to find another DBE to substitute for the original DBE to perform at least the same amount of work under the contract as the terminated DBE to the extent needed to meet the established Contract goal. The good faith efforts shall be documented by the Contractor. If the Department requests documentation under this provision, the Contractor shall submit the documentation within seven days, which may be extended for an additional seven days if necessary at the request of the Contractor. The Department will provide a written determination to the Contractor stating whether or not good faith efforts have been demonstrated.

- (f) FINAL PAYMENT. After the performance of the final item of work or delivery of material by a DBE and final payment therefore to the DBE by the Contractor, but not later than 30 calendar days after payment has been made by the Department to the Contractor for such work or material, the Contractor shall submit a DBE Payment Agreement on Department form SBE 2115 to the Resident Engineer. If full and final payment has not been made to the DBE, the DBE Payment Agreement shall indicate whether a disagreement as to the payment required exists between the Contractor and the DBE or if the Contractor believes the work has not been satisfactorily completed. If the Contractor does not have the full amount of work indicated in the Utilization Plan performed by the DBE companies indicated in the Utilization Plan and after good faith efforts are reviewed, the Department may deduct from contract payments to the Contractor the amount of the goal not achieved as liquidated and ascertained damages. The Contractor may request an administrative reconsideration of any amount deducted as damages pursuant to subsection (h) of this part.
- (g) ENFORCEMENT. The Department reserves the right to withhold payment to the Contractor to enforce the provisions of this Special Provision. Final payment shall not be made on the contract until such time as the Contractor submits sufficient documentation demonstrating achievement of the goal in accordance with this Special Provision or after liquidated damages have been determined and collected.
- (h) RECONSIDERATION. Notwithstanding any other provision of the contract, including but not limited to Article 109.09 of the Standard Specifications, the Contractor may request administrative reconsideration of a decision to deduct the amount of the goal not achieved as liquidated damages. A request to reconsider shall be delivered to the Contract Compliance Section and shall be handled and considered in the same manner as set forth in paragraph (c) of "Good Faith Effort Procedures" of this Special Provision, except a final decision that a good faith effort was not made during contract performance to achieve the goal agreed to in the Utilization Plan shall be the final administrative decision of the Department. The result of the reconsideration process is not administratively appealable to the U.S. Department of Transportation.

ILLINOIS WORKS APPRENTICESHIP INITIATIVE – STATE FUNDED CONTRACTS (BDE)

Effective: June 2, 2021

Revised: September 2, 2021

Illinois Works Jobs Program Act (30 ILCS 559/20-1 et seq.). For contracts having an awarded contract value of \$500,000 or more, the Contractor shall comply with the Illinois Works Apprenticeship Initiative (30 ILCS 559/20-20 to 20-25) and all applicable administrative rules. The goal of the Illinois Apprenticeship Works Initiative is that apprentices will perform either 10% of the total labor hours actually worked in each prevailing wage classification or 10% of the estimated labor hours in each prevailing wage classification, whichever is less. The Contractor may seek from the Department of Commerce and Economic Opportunity (DCEO) a waiver or reduction of this goal in certain circumstances pursuant to 30 ILCS 559/20-20(b). The Contractor shall ensure compliance during the term of the contract and will be required to report on and certify its compliance. An apprentice use plan, apprentice hours, and a compliance certification shall be submitted to the Engineer on forms provided by the Department and/or DCEO.

STEEL COST ADJUSTMENT (BDE)

Effective: April 2, 2004

Revised: January 1, 2022

Description. Steel cost adjustments will be made to provide additional compensation to the Contractor, or a credit to the Department, for fluctuations in steel prices when optioned by the Contractor. The bidder shall indicate with their bid whether or not this special provision will be part of the contract. Failure to indicate “Yes” for any item of work will make that item of steel exempt from steel cost adjustment.

Types of Steel Products. An adjustment will be made for fluctuations in the cost of steel used in the manufacture of the following items:

- Metal Piling (excluding temporary sheet piling)
- Structural Steel
- Reinforcing Steel

Other steel materials such as dowel bars, tie bars, welded reinforcement, guardrail, steel traffic signal and light poles, towers and mast arms, metal railings (excluding wire fence), and frames and grates will be subject to a steel cost adjustment when the pay items they are used in have a contract value of \$10,000 or greater.

The adjustments shall apply to the above items when they are part of the original proposed construction, or added as extra work and paid for by agreed unit prices. The adjustments shall not apply when the item is added as extra work and paid for at a lump sum price or by force account.

Documentation. Sufficient documentation shall be furnished to the Engineer to verify the following:

- (a) The dates and quantity of steel, in lb (kg), shipped from the mill to the fabricator.
- (b) The quantity of steel, in lb (kg), incorporated into the various items of work covered by this special provision. The Department reserves the right to verify submitted quantities.

Method of Adjustment. Steel cost adjustments will be computed as follows:

$$SCA = Q \times D$$

Where: SCA = steel cost adjustment, in dollars
Q = quantity of steel incorporated into the work, in lb (kg)
D = price factor, in dollars per lb (kg)

$$D = MPI_M - MPI_L$$

Where: MPI_M = The Materials Cost Index for steel as published by the Engineering News-Record for the month the steel is shipped from the mill. The indices will be converted from dollars per 100 lb to dollars per lb (kg).

MPI_L = The Materials Cost Index for steel as published by the Engineering News-Record for the month prior to the letting for work paid for at the contract price; or for the month the agreed unit price letter is submitted by the Contractor for extra work paid for by agreed unit price,. The indices will be converted from dollars per 100 lb to dollars per lb (kg).

The unit weights (masses) of steel that will be used to calculate the steel cost adjustment for the various items are shown in the attached table.

No steel cost adjustment will be made for any products manufactured from steel having a mill shipping date prior to the letting date.

If the Contractor fails to provide the required documentation, the method of adjustment will be calculated as described above; however, the MPI_M will be based on the date the steel arrives at the job site. In this case, an adjustment will only be made when there is a decrease in steel costs.

Basis of Payment. Steel cost adjustments may be positive or negative but will only be made when there is a difference between the MPI_L and MPI_M in excess of five percent, as calculated by:

$$\text{Percent Difference} = \{(MPI_L - MPI_M) \div MPI_L\} \times 100$$

Steel cost adjustments will be calculated by the Engineer and will be paid or deducted when all other contract requirements for the items of work are satisfied. Adjustments will only be made for fluctuations in the cost of the steel as described herein. No adjustment will be made for changes in the cost of manufacturing, fabrication, shipping, storage, etc.

The adjustments shall not apply during contract time subject to liquidated damages for completion of the entire contract.

Attachment

| Item | Unit Mass (Weight) |
|--|--------------------------------|
| Metal Piling (excluding temporary sheet piling) | |
| Furnishing Metal Pile Shells 12 in. (305 mm), 0.179 in. (3.80 mm) wall thickness | 23 lb/ft (34 kg/m) |
| Furnishing Metal Pile Shells 12 in. (305 mm), 0.250 in. (6.35 mm) wall thickness | 32 lb/ft (48 kg/m) |
| Furnishing Metal Pile Shells 14 in. (356 mm), 0.250 in. (6.35 mm) wall thickness | 37 lb/ft (55 kg/m) |
| Other piling | See plans |
| Structural Steel | See plans for weights (masses) |
| Reinforcing Steel | See plans for weights (masses) |
| Dowel Bars and Tie Bars | 6 lb (3 kg) each |
| Welded Reinforcement | 63 lb/100 sq ft (310 kg/sq m) |
| Guardrail | |
| Steel Plate Beam Guardrail, Type A w/steel posts | 20 lb/ft (30 kg/m) |
| Steel Plate Beam Guardrail, Type B w/steel posts | 30 lb/ft (45 kg/m) |
| Steel Plate Beam Guardrail, Types A and B w/wood posts | 8 lb/ft (12 kg/m) |
| Steel Plate Beam Guardrail, Type 2 | 305 lb (140 kg) each |
| Steel Plate Beam Guardrail, Type 6 | 1260 lb (570 kg) each |
| Traffic Barrier Terminal, Type 1 Special (Tangent) | 730 lb (330 kg) each |
| Traffic Barrier Terminal, Type 1 Special (Flared) | 410 lb (185 kg) each |
| Steel Traffic Signal and Light Poles, Towers and Mast Arms | |
| Traffic Signal Post | 11 lb/ft (16 kg/m) |
| Light Pole, Tenon Mount and Twin Mount, 30 - 40 ft (9 – 12 m) | 14 lb/ft (21 kg/m) |
| Light Pole, Tenon Mount and Twin Mount, 45 - 55 ft (13.5 – 16.5 m) | 21 lb/ft (31 kg/m) |
| Light Pole w/Mast Arm, 30 - 50 ft (9 – 15.2 m) | 13 lb/ft (19 kg/m) |
| Light Pole w/Mast Arm, 55 - 60 ft (16.5 – 18 m) | 19 lb/ft (28 kg/m) |
| Light Tower w/Luminaire Mount, 80 - 110 ft (24 – 33.5 m) | 31 lb/ft (46 kg/m) |
| Light Tower w/Luminaire Mount, 120 - 140 ft (36.5 – 42.5 m) | 65 lb/ft (97 kg/m) |
| Light Tower w/Luminaire Mount, 150 - 160 ft (45.5 – 48.5 m) | 80 lb/ft (119 kg/m) |
| Metal Railings (excluding wire fence) | |
| Steel Railing, Type SM | 64 lb/ft (95 kg/m) |
| Steel Railing, Type S-1 | 39 lb/ft (58 kg/m) |
| Steel Railing, Type T-1 | 53 lb/ft (79 kg/m) |
| Steel Bridge Rail | 52 lb/ft (77 kg/m) |
| Frames and Grates | |
| Frame | 250 lb (115 kg) |
| Lids and Grates | 150 lb (70 kg) |

SUBCONTRACTOR AND DBE PAYMENT REPORTING (BDE)

Effective: April 2, 2018

Add the following to Section 109 of the Standard Specifications.

“109.14 Subcontractor and Disadvantaged Business Enterprise Payment Reporting.
 The Contractor shall report all payments made to the following parties:

- (a) first tier subcontractors;
- (b) lower tier subcontractors affecting disadvantaged business enterprise (DBE) goal credit;
- (c) material suppliers or trucking firms that are part of the Contractor’s submitted DBE utilization plan.

The report shall be made through the Department’s on-line subcontractor payment reporting system within 21 days of making the payment.”

SUBCONTRACTOR MOBILIZATION PAYMENTS (BDE)

Effective: November 2, 2017

Revised: April 1, 2019

Replace the second paragraph of Article 109.12 of the Standard Specifications with the following:

“This mobilization payment shall be made at least seven days prior to the subcontractor starting work. The amount paid shall be at the following percentage of the amount of the subcontract reported on form BC 260A submitted for the approval of the subcontractor’s work.

| Value of Subcontract Reported on Form BC 260A | Mobilization Percentage |
|---|-------------------------|
| Less than \$10,000 | 25% |
| \$10,000 to less than \$20,000 | 20% |
| \$20,000 to less than \$40,000 | 18% |
| \$40,000 to less than \$60,000 | 16% |
| \$60,000 to less than \$80,000 | 14% |
| \$80,000 to less than \$100,000 | 12% |
| \$100,000 to less than \$250,000 | 10% |
| \$250,000 to less than \$500,000 | 9% |
| \$500,000 to \$750,000 | 8% |
| Over \$750,000 | 7%” |

SUBMISSION OF PAYROLL RECORDS (BDE)

Effective: April 1, 2021

Revise Item 3 of Section IV of Check Sheet #5 of the Recurring Special Provisions to read:

- “3. Submission of Payroll Records. The Contractor and each subcontractor shall, no later than the 15th day of each calendar month, file a certified payroll for the immediately preceding month to the Illinois Department of Labor (IDOL) through the Illinois Prevailing Wage Portal in compliance with the State Prevailing Wage Act (820 ILCS 130). The portal can be found on the IDOL website at <https://www2.illinois.gov/idol/Laws-Rules/CONMED/Pages/Prevailing-Wage-Portal.aspx>. Payrolls shall be submitted in the format prescribed by the IDOL.”

TRAFFIC SPOTTERS (BDE)

Effective: January 1, 2019

Revise Article 701.13 of the Standard Specifications to read:

“701.13 Flaggers and Spotters. Flaggers shall be certified by an agency approved by the Department. While on the job site, each flagger shall have in his/her possession a current driver’s license and a current flagger certification I.D. card. For non-drivers, the Illinois Identification Card issued by the Secretary of State will meet the requirement for a current driver’s license. This certification requirement may be waived by the Engineer for emergency situations that arise due to actions beyond the Contractor’s control where flagging is needed to maintain safe traffic control on a temporary basis. Spotters are defined as certified flaggers that provide support to workers by monitoring traffic.

Flaggers and spotters shall be stationed to the satisfaction of the Engineer and be equipped with a fluorescent orange, fluorescent yellow/green, or a combination of fluorescent orange and fluorescent yellow/green vest meeting the requirements of ANSI/ISEA 107-2004 or ANSI/ISEA 107-2010 for Conspicuity Class 2 garments. Flaggers shall be equipped with a stop/slow traffic control sign. Spotters shall be equipped with a loud warning device. The warning sound shall be identifiable by workers so they can take evasive action when necessary. Other types of garments may be substituted for the vest as long as the garments have a manufacturer’s tag identifying them as meeting the ANSI Class 2 requirement. The longitudinal placement of the flagger may be increased up to 100 ft (30 m) from that shown on the plans to improve the visibility of the flagger. Flaggers shall not encroach on the open lane of traffic unless traffic has been stopped. Spotters shall not encroach on the open lane of traffic, nor interact with or control the flow of traffic.

For nighttime flagging, flaggers shall be illuminated by an overhead light source providing a minimum vertical illuminance of 10 fc (108 lux) measured 1 ft (300 mm) out from the flagger's chest. The bottom of any luminaire shall be a minimum of 10 ft (3 m) above the pavement. Luminaire(s) shall be shielded to minimize glare to approaching traffic and trespass light to adjoining properties. Nighttime flaggers shall be equipped with fluorescent orange or fluorescent orange and fluorescent yellow/green apparel meeting the requirements of ANSI/ISEA 107-2004 or ANSI/ISEA 107-2010 for Conspicuity Class 3 garments.

Flaggers and spotters shall be provided per the traffic control plan and as follows.

- (a) Two-Lane Highways. Two flaggers will be required for each separate operation where two-way traffic is maintained over one lane of pavement. Work operations controlled by flaggers shall be no more than 1 mile (1600 m) in length. Flaggers shall be in sight of each other or in direct communication at all times. Direct communication shall be obtained by using portable two-way radios or walkie-talkies.

The Engineer will determine when a side road or entrance shall be closed to traffic. A flagger will be required at each side road or entrance remaining open to traffic within the operation where two-way traffic is maintained on one lane of pavement. The flagger shall be positioned as shown on the plans or as directed by the Engineer.

- (b) Multi-Lane Highways. At all times where traffic is restricted to less than the normal number of lanes on a multilane pavement with a posted speed limit greater than 40 mph and the workers are present, but not separated from the traffic by physical barriers, a flagger or spotter shall be furnished as shown on the plans. Flaggers shall warn and direct traffic. Spotters shall monitor traffic conditions and warn workers of errant approaching vehicles or other hazardous conditions as they occur. One flagger will be required for each separate activity of an operation that requires frequent encroachment in a lane open to traffic. One spotter will be required for each separate activity with workers near the edge of the open lane or with their backs facing traffic.

Flaggers will not be required when no work is being performed, unless there is a lane closure on two-lane, two-way pavement.”

IDOT TRAINING PROGRAM GRADUATE ON-THE-JOB TRAINING SPECIAL PROVISION

Effective: August 1, 2012

Revised: February 2, 2017

In addition to the Contractor's equal employment opportunity (EEO) affirmative action efforts undertaken as required by this Contract, the Contractor is encouraged to participate in the incentive program described below to provide additional on-the-job training to certified graduates of the IDOT pre-apprenticeship training program, as outlined in this Special Provision.

IDOT funds, and various Illinois community colleges operate, pre-apprenticeship training programs throughout the State to provide training and skill-improvement opportunities to promote the increased employment of minority groups, disadvantaged persons and women in all aspects of the highway construction industry. The intent of this IDOT Pre-Apprenticeship Training Program Graduate (TPG) special provision (Special Provision) is to place these certified program graduates on the project site for this Contract in order to provide the graduates with meaningful on-the-job training. Pursuant to this Special Provision, the Contractor must make every reasonable effort to recruit and employ certified TPG trainees to the extent such individuals are available within a practicable distance of the project site.

Specifically, participation of the Contractor or its subcontractor in the Program entitles the participant to reimbursement for graduates' hourly wages at \$15.00 per hour per utilized TPG trainee, subject to the terms of this Special Provision. Reimbursement payment will be made even though the Contractor or subcontractor may also receive additional training program funds from other non-IDOT sources for other non-TPG trainees on the Contract, provided such other source does not specifically prohibit the Contractor or subcontractor from receiving reimbursement from another entity through another program, such as IDOT through the TPG program. With regard to any IDOT funded construction training program other than TPG, however, additional reimbursement for other IDOT programs will not be made beyond the TPG Program described in this Special Provision when the TPG Program is utilized.

No payment will be made to the Contractor if the Contractor or subcontractor fails to provide the required on-site training to TPG trainees, as solely determined by IDOT. A TPG trainee must begin training on the project as soon as the start of work that utilizes the relevant trade skill and the TPG trainee must remain on the project site through completion of the Contract, so long as training opportunities continue to exist in the relevant work classification. Should a TPG trainee's employment end in advance of the completion of the Contract, the Contractor must promptly notify the IDOT District EEO Officer for the Contract that the TPG's involvement in the Contract has ended. The Contractor must supply a written report for the reason the TPG trainee involvement terminated, the hours completed by the TPG trainee on the Contract, and the number of hours for which the incentive payment provided under this Special Provision will be, or has been claimed for the separated TPG trainee.

Finally, the Contractor must maintain all records it creates as a result of participation in the Program on the Contract, and furnish periodic written reports to the IDOT District EEO Officer that document its contractual performance under and compliance with this Special Provision. Finally, through participation in the Program and reimbursement of wages, the Contractor is not relieved of, and IDOT has not waived, the requirements of any federal or state labor or employment law applicable to TPG workers, including compliance with the Illinois Prevailing Wage Act.

Method of Measurement: The unit of measurement is in hours.

Basis of Payment: This work will be paid for at the contract unit price of \$15.00 per hour for each utilized certified TPG Program trainee (TRAINEES TRAINING PROGRAM GRADUATE). The estimated total number of hours, unit price, and total price must be included in the schedule of prices for the Contract submitted by Contractor prior to beginning work. The initial number of TPG trainees for which the incentive is available for this contract is 1.

The Department has contracted with several educational institutions to provide screening, tutoring and pre-training to individuals interested in working as a TPG trainee in various areas of common construction trade work. Only individuals who have successfully completed a Pre-Apprenticeship Training Program at these IDOT approved institutions are eligible to be TPG trainees. To obtain a list of institutions that can connect the Contractor with eligible TPG trainees, the Contractor may contact: HCCTP TPG Program Coordinator, Office of Business and Workforce Diversity (IDOT OBWD), Room 319, Illinois Department of Transportation, 2300 S. Dirksen Parkway, Springfield, Illinois 62764. Prior to commencing construction with the utilization of a TPG trainee, the Contractor must submit documentation to the IDOT District EEO Officer for the Contract that provides the names and contact information of the TPG trainee(s) to be trained in each selected work classification, proof that that the TPG trainee(s) has successfully completed a Pre-Apprenticeship Training Program, proof that the TPG is in an Apprenticeship Training Program approved by the U.S. Department of Labor Bureau of Apprenticeship Training, and the start date for training in each of the applicable work classifications.

To receive payment, the Contractor must provide training opportunities aimed at developing a full journeyworker in the type of trade or job classification involved. During the course of performance of the Contract, the Contractor may seek approval from the IDOT District EEO Officer to employ additional eligible TPG trainees. In the event the Contractor subcontracts a portion of the contracted work, it must determine how many, if any, of the TPGs will be trained by the subcontractor. Though a subcontractor may conduct training, the Contractor retains the responsibility for meeting all requirements imposed by this Special Provision. The Contractor must also include this Special Provision in any subcontract where payment for contracted work performed by a TPG trainee will be passed on to a subcontractor.

Training through the Program is intended to move TPGs toward journeyman status, which is the primary objective of this Special Provision. Accordingly, the Contractor must make every effort to enroll TPG trainees by recruitment through the Program participant educational institutions to the extent eligible TPGs are available within a reasonable geographic area of the project. The Contractor is responsible for demonstrating, through documentation, the recruitment efforts it has undertaken prior to the determination by IDOT whether the Contractor is in compliance with this Special Provision, and therefore, entitled to the Training Program Graduate reimbursement of \$15.00 per hour.

Notwithstanding the on-the-job training requirement of this TPG Special Provision, some minimal off-site training is permissible as long as the offsite training is an integral part of the work of the contract, and does not compromise or conflict with the required on-site training that is central to the purpose of the Program. No individual may be employed as a TPG trainee in any work classification in which he/she has previously successfully completed a training program leading to journeyman status in any trade, or in which he/she has worked at a journeyman level or higher.

WEEKLY DBE TRUCKING REPORTS (BDE)

Effective: June 2, 2012

Revised: November 1, 2021

The Contractor shall submit a weekly report of Disadvantaged Business Enterprise (DBE) trucks hired by the Contractor or subcontractors (i.e. not owned by the Contractor or subcontractors) that are used for DBE goal credit.

The report shall be submitted to the Engineer on Department form “SBE 723” within ten business days following the reporting period. The reporting period shall be Sunday through Saturday for each week reportable trucking activities occur.

Any costs associated with providing weekly DBE trucking reports shall be considered as included in the contract unit prices bid for the various items of work involved and no additional compensation will be allowed.

WORK ZONE TRAFFIC CONTROL DEVICES (BDE)

Effective: March 2, 2020

Add the following to Article 701.03 of the Standard Specifications:

“(q) Temporary Sign Supports 1106.02”

Revise the third paragraph of Article 701.14 of the Standard Specifications to read:

“For temporary sign supports, the Contractor shall provide a FHWA eligibility letter for each device used on the contract. The letter shall provide information for the set-up and use of the device as well as a detailed drawing of the device. The signs shall be supported within 20 degrees of vertical. Weights used to stabilize signs shall be attached to the sign support per the manufacturer’s specifications.”

Revise the first paragraph of Article 701.15 of the Standard Specifications to read:

“701.15 Traffic Control Devices. For devices that must meet crashworthiness standards, the Contractor shall provide a manufacturer’s self-certification or a FHWA eligibility letter for each Category 1 device and a FHWA eligibility letter for each Category 2 and Category 3 device used on the contract. The self-certification or letter shall provide information for the set-up and use of the device as well as a detailed drawing of the device.”

Revise the first six paragraphs of Article 1106.02 of the Standard Specifications to read:

“1106.02 Devices. Work zone traffic control devices and combinations of devices shall meet crashworthiness standards for their respective categories. The categories are as follows.

Category 1 includes small, lightweight, channelizing and delineating devices that have been in common use for many years and are known to be crashworthy by crash testing of similar devices or years of demonstrable safe performance. These include cones, tubular markers, plastic drums, and delineators, with no attachments (e.g. lights). Category 1 devices manufactured after December 31, 2019 shall be MASH-16 compliant. Category 1 devices manufactured on or before December 31, 2019, and compliant with NCHRP 350 or MASH 2009, may be used on contracts let before December 31, 2024.

Category 2 includes devices that are not expected to produce significant vehicular velocity change but may otherwise be hazardous. These include vertical panels with lights, barricades, temporary sign supports, and Category 1 devices with attachments (e.g. drums with lights). Category 2 devices manufactured after December 31, 2019 shall be MASH-16 compliant. Category 2 devices manufactured on or before December 31, 2019, and compliant with NCHRP 350 or MASH 2009, may be used on contracts let before December 31, 2024.

Category 3 includes devices that are expected to cause significant velocity changes or other potentially harmful reactions to impacting vehicles. These include crash cushions (impact attenuators), truck mounted attenuators, and other devices not meeting the definitions of Category 1 or 2. Category 3 devices manufactured after December 31, 2019 shall be MASH-16 compliant. Category 3 devices manufactured on or before December 31, 2019, and compliant with NCHRP 350 or MASH 2009, may be used on contracts let before December 31, 2029. Category 3 devices shall be crash tested for Test Level 3 or the test level specified.

Category 4 includes portable or trailer-mounted devices such as arrow boards, changeable message signs, temporary traffic signals, and area lighting supports. It is preferable for Category 4 devices manufactured after December 31, 2019 to be MASH-16 compliant; however, there are currently no crash tested devices in this category, so it remains exempt from the NCHRP 350 or MASH compliance requirement.

For each type of device, when no more than one MASH-16 compliant is available, an NCHRP 350 or MASH-2009 compliant device may be used, even if manufactured after December 31, 2019.”

Revise Articles 1106.02(g), 1106.02(k), and 1106.02(l) to read:

“(g) Truck Mounted/Trailer Mounted Attenuators. The attenuator shall be approved for use at Test Level 3. Test Level 2 may be used for normal posted speeds less than or equal to 45 mph.

(k) Temporary Water Filled Barrier. The water filled barrier shall be a lightweight plastic shell designed to accept water ballast and be on the Department’s qualified product list.

Shop drawings shall be furnished by the manufacturer and shall indicate the deflection of the barrier as determined by acceptance testing; the configuration of the barrier in that test; and the vehicle weight, velocity, and angle of impact of the deflection test. The Engineer shall be provided one copy of the shop drawings.

(l) Movable Traffic Barrier. The movable traffic barrier shall be on the Department’s qualified product list.

Shop drawings shall be furnished by the manufacturer and shall indicate the deflection of the barrier as determined by acceptance testing; the configuration of the barrier in that test; and the vehicle weight, velocity, and angle of impact of the deflection test. The Engineer shall be provided one copy of the shop drawings. The barrier shall be capable of being moved on and off the roadway on a daily basis.”

WORKING DAYS (BDE)

Effective: January 1, 2002

The Contractor shall complete the work within 75 working days.

REVISIONS TO THE ILLINOIS PREVAILING WAGE RATES

The Prevailing rates of wages are included in the Contract proposals which are subject to Check Sheet #5 of the Supplemental Specifications and Recurring Special Provisions. The rates have been ascertained and certified by the Illinois Department of Labor for the locality in which the work is to be performed and for each craft or type of work or mechanic needed to execute the work of the Contract. As required by Prevailing Wage Act (820 ILCS 130/0.01, et seq.) and Check Sheet #5 of the Contract, not less than the rates of wages ascertained by the Illinois Department of Labor and as revised during the performance of a Contract shall be paid to all laborers, workers and mechanics performing work under the Contract. Post the scale of wages in a prominent and easily accessible place at the site of work.

If the Illinois Department of Labor revises the prevailing rates of wages to be paid as listed in the specification of rates, the contractor shall post the revised rates of wages and shall pay not less than the revised rates of wages. Current wage rate information shall be obtained by visiting the Illinois Department of Labor web site at <http://www.state.il.us/agency/idol/> or by calling 312-793-2814. It is the responsibility of the contractor to review the rates applicable to the work of the contract at regular intervals in order to insure the timely payment of current rates. Provision of this information to the contractor by means of the Illinois Department of Labor web site satisfies the notification of revisions by the Department to the contractor pursuant to the Act, and the contractor agrees that no additional notice is required. The contractor shall notify each of its subcontractors of the revised rates of wages.