

PS&E PROCEDURE

State Bridge Projects

After the necessary corrections from the Final Design Review have been made, the Bridge Section shall publish a PS&E letter of acceptance. Form letters for ITD in-house projects, and ITD consultant projects are at X:Form Letters.

In the transmittal letter for consultant projects, the Bridge Section will include an estimate of man-hours for checking shop plans and construction drawings.

The final cost estimate shall be input into the Bridge Section Cost Estimate database program by the Bridge Section and a copy of the estimate shall be included with the transmittal letter.

The following documents shall be placed in the respective District/Project/prj/Bridge/PS&E folder on ProjectWise

- Transmittal letter
- Stamped, signed plans
- Cost estimate
- Special provisions
- Quantity calculations
- Construction CPM

The following documents shall be placed in the respective District/Project/prj/Bridge/Analysis folder on ProjectWise

- Stamped, signed design calculations
- Stamped, signed load rating summary form

An e-mail shall be sent to the District project manager and all others noted for distribution on the form letter.

LHTAC Bridge Projects

After the necessary corrections from the Final Design Review have been made, LHTAC shall publish a PS&E letter of acceptance.

LHTAC shall provide ITD Bridge Section with an Estimator final cost estimate in PDF format. The cost estimate shall be input into the Bridge Section Cost Estimate database program by the ITD Bridge Section.

The following documents shall be placed in the respective LHTAC/Project/prj/Bridge/PS&E folder on ProjectWise

- Transmittal letter
- Stamped, signed plans
- Cost estimate
- Special provisions
- Quantity calculations
- Construction CPM

The following documents shall be placed in the respective LHTAC/Project/prj/Bridge/Analysis folder on ProjectWise

- Stamped, signed design calculations
- Stamped, signed load rating summary form

Revisions:

Oct 2016	Added new article.
Nov 2019	Deleted reference to who can prepare the cost estimate.
Sep 2020	Listed the location in ProjectWise to place PS&E documents. Added the location in ProjectWise to place design calculations and load rating summary form. Added cost estimate prepared by ITD Bridge Section. Added procedures for STATE or LHTAC bridge projects.