

Bureau of Project Development Quality Review Checklist

Bureau of Project Development Reviews or Region Delegate	Review Objective	Perform Prior to PS&E Submittal	Review Certification Required (Y/N)
Project Services (Project Oversight Unit)	Review plans for conformity with DSR and commitments made during project development. Review items include: <ul style="list-style-type: none"> - <i>Typical sections</i> - <i>Alignment and geometric standards</i> - <i>Project scope</i> - <i>Safety and unique features</i> 	Complete the plan review of the items listed in the review objective as appropriate.	Yes (A)
	Review Special Provisions for conformity to DSR and commitments made during the project development. Review items include: <ul style="list-style-type: none"> - <i>Prosecution and Progress</i> - <i>Other Contracts</i> - <i>Traffic</i> - <i>Modification to Standards</i> - <i>90XXX items</i> - <i>Environmental & Hazardous materials</i> - <i>Proprietary Items</i> 	Complete the Special Provisions review of the items listed in the review objective as appropriate	Yes (A)
	Review the plans and specifications for buildability	Review the plans and specifications for buildability	Yes (A) <i>(A) Exception – this review and certification is not required for projects on local roads, 100% state-funded traffic operations projects or SHRM /Federal preventive maintenance projects.</i>
	Review AASHTOWare project estimate for conformity to plans and special provisions. Review items include: <ul style="list-style-type: none"> - <i>Titles</i> - <i>Funding</i> - <i>Categories</i> - <i>Bid items</i> 	Complete the Estimate review of the items listed in the Review Objective column.	

Bureau of Structures Quality Review Checklist

Bureau of Structures Reviews or Region Delegate	Review Objective	Perform Prior to PS&E Submittal	Review Certification Required (Y/N)
Structure Design Section (Preliminary & Final)	Review structure plans and special provisions. <ul style="list-style-type: none"> - <i>Review preliminary and/or final structure plans and special provisions</i> - <i>Review or write special provisions for 90xxx items</i> - <i>Ensure that structure designs meet DOT & FHWA standards</i> - <i>Review structures plans to reduce addenda and change orders</i> - <i>Attempt to prevent public liability claims of any kind</i> - <i>Ensure that proprietary items have been approved for specialty structure items</i> 	Require that special provisions be submitted with final structure plans for review (consultants) Supply special provisions as appropriate to regions at submittal to the region of the final structure plans (in-house structure designs).	Yes No

Bureau of Highway Maintenance Quality Review Checklist			
Bureau of Highway Maintenance Reviews or Region Delegate	Review Objective	Perform Prior to PS&E Submittal	Review Certification Required (Y/N)
Highway Maintenance and Roadside Management Section	Review wayside and weight scale plans prepared by the regions.	Review plans, special provisions, and ensure that proprietary item approval has been secured as appropriate for unique items.	Yes <i>NOTE: Review of SHRM projects has been delegated to the regions.</i>
	Review landscape designs.	Review landscape plans, special provisions, and estimate for accuracy and appropriateness on all plans with any landscape component. Ensure that proprietary item approval has been secured for unique items as appropriate.	Yes

Bureau of Technical Services - Environmental Section			
Quality Review Checklist			
Bureau of Equity & Environmental Services Reviews or Region Delegate	Review Objective	Perform Prior to PS&E Submittal	Review Certification Required (Y/N)
Environmental Services Section (Contaminated Sites Team) <i>Hazardous Materials</i>	Provide guidance, review and approval.	Ensure that hazardous materials have been addressed during the project development process. Review and comment on plans, special provisions and estimate to ensure proper management of hazardous materials per DOT policy.	Yes <i>Review has been delegated to the Region Environmental Coordinator.</i>
Environmental Services Section (Natural Resources Team) <i>Wetlands</i> <i>Endangered Resources</i>	Provide guidance, review and approval. Ensure that environmental commitments stated in the Design Study Report are addressed.	Ensure that wetland and natural resource mitigation has been addressed during the project development process. Provide guidance and assistance in the development of wetland and natural resources mitigation plans. Review and comment on plans, specifications and engineer estimates pertaining to wetland mitigation resulting from DOT projects.	Yes <i>Review has been delegated to the Region Environmental Coordinator.</i>
Environmental Services Section (Environmental Review and Analysis Team) <i>Archeology/Historical</i> <i>Air/Noise</i> <i>Erosion Control/Storm Water Management</i>	Provide guidance, review and approval. Ensure that environmental commitments stated in the Design Study Report are addressed.	Review and comment on plans, special provisions and estimates on unique construction activities resulting from Historical/Archeological requirements. Review and comments on air and noise quality issues. Review and comment on plans, special provisions and estimates in the area of erosion control adequacy and storm water management.	Yes <i>Review has been delegated to the Region Environmental Coordinator.</i>

**Bureau of Transit, Local Roads, Railroads & Harbors
Quality Review Checklist**

Railroads & Harbors Section Reviews or Region Delegate	Review Objective	Perform Prior to PS&E Submittal	Review Certification Required (Y/N)
Region Railroad Coordinator	<p>Ensure that contract proposals have the necessary railroad provisions and information.</p> <p>Necessary information includes:</p> <ul style="list-style-type: none"> - <i>adding overlooked railroad special provisions</i> - <i>checking insurance requirements</i> - <i>checking named contract personnel</i> - <i>checking clearances, flagging rates and railroad force work</i> - <i>calling attention to any needed coordination between contractor and railroad.</i> - <i>verify that the 86.13 notice was sent to the railroad.</i> <p>The Railroad Coordinator will review the project status of agreements and Land Rights and coordinate any additional work.</p>	Review plans, special provisions, and estimates on all matters involving railroads.	Yes Review has been delegated to the Region Railroad Coordinator

Bureau of Technical Services - Acquisition & Services Section Quality Review Checklist			
Bureau of Technical Services Reviews or Region Delegate	Review Objective	Perform Prior to PS&E Submittal	Review Certification Required (Y/N)
Acquisition and Services Section	Review contracts for parcels not cleared. Track each project to ensure R/W clearance is complete prior to advertisement for bidding.	Review R/W Special Provisions and verify that the Certificate of Right of Way form is certified clear for letting.	No* <i>* Form DT1899, (Certificate of Right of Way) is the certification document prior to PS&E submittal.</i>
Region Utilities Coordinator	Ensure that Utility Land Rights have been acquired and the Agreements have been completed. Ensure the Utility Special Provisions are written in accordance with the Agreements	Review Utilities Special Provisions	No ^(A) <i>(A) Form DT1080 (Utilities Status Report) is the certification document prior to PS&E submittal.</i>

Bureau of Traffic Operations Quality Review

Bureau of Traffic Operations Reviews or Region Delegate	Review Objective	Perform Prior to PS&E Submittal	Review Certification Required (Y/N)
Traffic Engineering and Safety Section	Review of signing, marking and work zone plans for compliance to standards (non-Local Program Projects).	Review pavement marking, signing and traffic control plans, special provisions, special details and estimates for accuracy, appropriateness and compliance with the WMUTCD.	Yes
	Review of signing, marking and work zone plans for compliance to standards (Local Program Projects).	Local Projects are reviewed by BTO if at least one of the following criteria are met: 1. A State, U.S., Interstate or connecting highway is impacted with the installation of signing, marking or work zone devices. 2. Local Program Project has a detour on a State, U.S., Interstate or connecting highway. 3. Upon request from the Region Traffic Section.	Yes <i>Only if BTO review is required.</i>
	Sign Details for all Local Projects	BTO will insert standard sign plates into all Local Program Projects. The Local Program Project designer may request fabrication details for non-standard permanent signs and work zone fixed message signs, located on the Local Road at: dotbtosigndetails@dot.wi.go	No
Traffic Systems and Management Section	Provide review services and recommendations to ensure compliance with standards	Review of street lighting plans, special provisions and estimate to ensure compliance with standards. Ensure that proprietary item approval has been secured for unique items as appropriate.	Yes
		Review traffic signal plans, including controllers, electrical/electronics, ITS related items, special provisions, and estimate to ensure compliance with standards. Ensure that proprietary item approval has been secured for unique items as appropriate.	Yes
		Test and certify traffic signal controllers prior to installation (after contract letting).	No

**RECOMMENDATION TO GOVERNOR
FOR CONTRACT AND BOND APPROVAL**

DT25 2/2005

Let Proposal Number

Project ID(s) 1100-10-71 1100-10-73 1100-11-91 1100-11-93	Organization - Division Transportation System Development	Bureau Project Development
	Originator Name Scott J. Lawry, P.E.	Title Chief Proposal Management Engineer
	Contract Amount \$	WisDOT Confidential Estimate \$

Contract With of	Contract Type <input type="checkbox"/> Let Construction <input type="checkbox"/> LFA (State) <input type="checkbox"/> LFA (Local) <input type="checkbox"/> Razing <input type="checkbox"/> Emergency Construction <input type="checkbox"/> Traffic Mitigation <input type="checkbox"/> Local Construction <input type="checkbox"/> Construction Eng <input type="checkbox"/> Design Eng <input type="checkbox"/> Survey <input type="checkbox"/> Bridge Design <input type="checkbox"/> Environmental <input type="checkbox"/> Railroads Other:
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Project Description/Location			
Zoo Freeway (NB)	Zoo Freeway (NB)	Zoo Freeway (NB)	Zoo Freeway (NB)
Belton Line Overpass to Zoo	Zoo I/C Capitol Dr.	Intelligent Transportation	Intelligent Transportation
USH 45 Interchange	USH 45	Systems (ITS) USH 45	Systems (ITS) USH 45
Milwaukee County	Milwaukee County	Milwaukee County	Milwaukee County

Date Let	Date Awarded	<input type="checkbox"/> Bond Required	<input type="checkbox"/> Bond Not Required
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Project Requested By or Purpose
The Department of Transportation in cooperation with the Federal Highway Administration under a federally funded program to rehabilitate the roadway pavement and structures.

Work Consists of
Deck Replacement and Widening B-40-95, 99, 127, 100, 101,357, 359,334; Asphaltic Milling and Pavement, Base Patching, Sewer Rehabilitation and Lighting, Signing and Safety Improvements.

Consequences - If Not Approved
This project is needed to preserve the pavement and bridges for the future. Failure to construct will cause further deterioration of the freeway surface.

PROJECT FUNDING PERCENTAGES				
STATE I.D.	STATE FUNDS	FEDERAL FUNDS	LOCAL FUNDS	OTHER
1100-10-71				
1100-10-73				
1100-11-91				
1100-11-93				

Contract Authority

I certify that this contract is financially and programmatically consistent with the approved annual operating budget or facilities program. I further certify that this request for Governor's approval meets all applicable state and federal statutes, rules, regulations, and guidelines. This certification is based upon a thorough and complete analysis of this request.

Forward to Department Secretary X _____ (Contract Authority) _____ (Date)

Forward to Office of the Governor Y _____ (Department Secretary / Deputy Secretary) _____ (Date)

Return to Contract Authority X _____ (Governor - Approval and Authorization) _____ (Date)

HIGHWAY WORK PROPOSAL

Wisconsin Department of Transportation
06/2017 s.66.0901(7) Wis. Stats

Proposal Number: **052**

<u>COUNTY</u>	<u>STATE PROJECT</u>	<u>FEDERAL</u>	<u>PROJECT DESCRIPTION</u>	<u>HIGHWAY</u>
Shawano	9180-23-71	WISC 2019179	C Shawano, S Main & E Green Bay Str; Cth B - Zingler & Cth Hhh - Cth Be	STH 022
Shawano	9180-23-72	WISC 2019180	C Shawano, Green Bay Street; Main Street To Cth Hhh	STH 022

This proposal, submitted by the undersigned bidder to the Wisconsin Department of Transportation, is in accordance with the advertised request for proposals. The bidder is to furnish and deliver all materials, and to perform all work for the improvement of the designated project in the time specified, in accordance with the appended Proposal Requirements and Conditions.

Proposal Guaranty Required: \$75,000.00 Payable to: Wisconsin Department of Transportation	Attach Proposal Guaranty on back of this PAGE.
Bid Submittal Date: March 12, 2019 Time (Local Time): 9:00 am	Firm Name, Address, City, State, Zip Code <div style="text-align: center; font-size: 24pt; font-weight: bold;">SAMPLE</div> <div style="text-align: center; font-size: 18pt; font-weight: bold;">NOT FOR BIDDING PURPOSES</div> This contract is exempt from federal oversight.
Contract Completion Time 70 Working Days	
Assigned Disadvantaged Business Enterprise Goal 6%	

This certifies that the undersigned bidder, duly sworn, is an authorized representative of the firm named above; that the bidder has examined and carefully prepared the bid from the plans, Highway Work Proposal, and all addenda, and has checked the same in detail before submitting this proposal or bid; and that the bidder or agents, officer, or employees have not, either directly or indirectly, entered into any agreement, participated in any collusion, or otherwise taken any action in restraint of free competitive bidding in connection with this proposal bid.

Do not sign, notarize, or submit this Highway Work Proposal when submitting an electronic bid on the Internet.

Subscribed and sworn to before me this date _____

(Signature, Notary Public, State of Wisconsin)

(Bidder Signature)

(Print or Type Name, Notary Public, State Wisconsin)

(Print or Type Bidder Name)

(Date Commission Expires)

(Bidder Title)

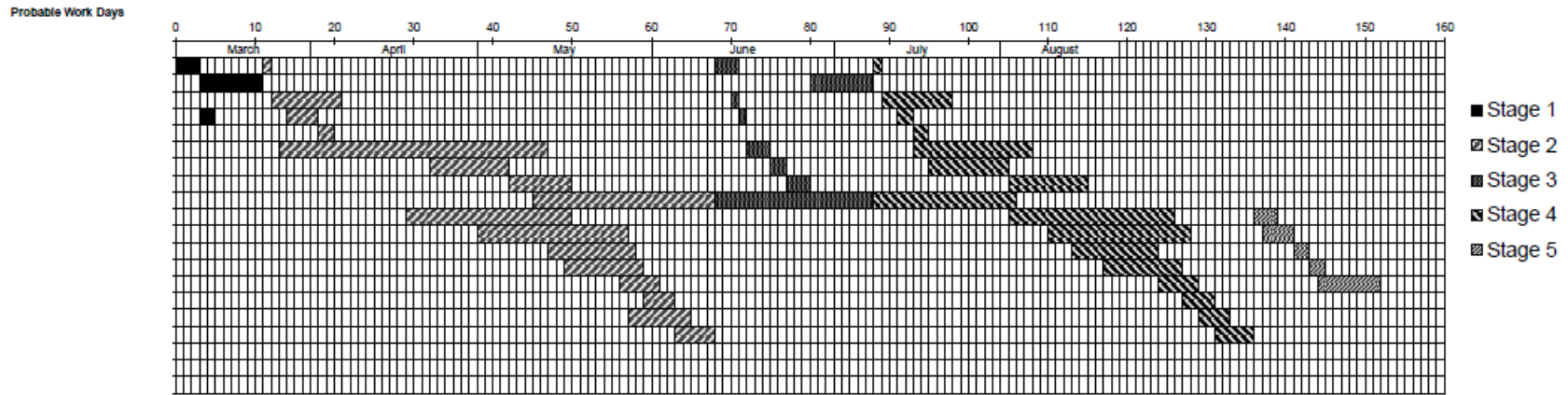
Notary Seal

Type of Work: Grading, Base, Milling, Asphalt Pavement, Culvert Pipe, Storm Sewer, Curb and Gutter, Concrete Driveway, Sidewalk, Box Culvert Replacement, Signs, Pavement Markings	For Department Use Only
Notice of Award Dated	Date Guaranty Returned

See DT1923 for an MS Excel (.xlsx) copy of this spreadsheet.

CONTRACT TIME FOR COMPLETION

Wisconsin Department of Transportation DT1923 02/2021
 Project ID 5992-05-88 Highway USH 151 Project Title East Washington Ave., City of Madison Date of Letting December 14, 2021
 Work Type Reconstruction County Dane Project Limits Melvin Court to Thierer Road Probable Date of Beginning March 10, 2022



ITEM ANALYSIS

Item	Contract Quantity per Stage					Total Quantity	Unit	Production Rate	Working Days (per Stage)	Stage 1		Stage 2		Stage 3		Stage 4		Stage 5	
	Stage 1	Stage 2	Stage 3	Stage 4	Stage 5					Begin	End	Begin	End	Begin	End	Begin	End	Begin	End
1. Traffic Control	3	1	3	1	8	Days	1	3 / 1 / 3 / 1 /	0	3	11	12	68	71	88	89			
2. Temporary Pavement	7,700		7,250		14,950	S.Y.	1000	8 / / 8 / /	3	11			80	88					
3. Removing Pavement		34,000	2,000	34,000	70,000	S.Y.	4000	/ 9 / 1 / 9 /			12	21	70	71	89	98			
4. Sanitary Sewer	500	1,550	150	500	2,700	L.F.	400	2 / 4 / 1 / 2 /	3	5	14	18	71	72	91	93			
5. Sanitary Manholes		8		8	16	Each	7	/ 2 / / 2 /			18	20			93	95			
6. Water Main (Inc. Laterals)		6,800	600	2,900	10,300	L.F.	200	/ 34 / 3 / 15 /			13	47	72	75	93	108			
7. Storm Sewer		4,000	650	4,000	8,650	L.F.	400	/ 10 / 2 / 10 /			32	42	75	77	95	105			
8. Storm Inlets and Manholes		72	23	93	188	Each	10	/ 8 / 3 / 10 /			42	50	77	80	105	115			
9. Structure (Ped Tunnel)		23	20	18	61	Days	1	/ 23 / 20 / 18 /			45	68	68	88	88	106			
10. Common Excavation (Urban)		42,000		41,000	5,000	C.Y.	2000	/ 21 / / 21 / 3			29	50			105	126	136	139	
11. Breaker Run (Urban)		37,500		35,500	6,100	Ton	2000	/ 19 / / 18 / 4			38	57			110	128	137	141	
12. CABC (Urban)		21,000		21,000	3,450	Ton	2000	/ 11 / / 11 / 2			47	58			113	124	141	143	
13. Concrete Pavement (Urban)		33,500		33,500	6,850	S.Y.	3500	/ 10 / / 10 / 2			49	59			117	127	143	145	
14. Concrete Curb and Gutter		8,400		8,400	16,800	L.F.	2000	/ 5 / / 5 / 8			56	61			124	129	144	152	
15. Concrete Sidewalk		2,000		2,000	4,000	S.F.	500	/ 4 / / 4 /			59	63			127	131			
16. Concrete Driveway		1,100		500	1,600	S.Y.	150	/ 8 / / 4 /			57	65			129	133			
17. Seeding and Finishing		6,200		6,200	12,400	S.Y.	1500	/ 5 / / 5 /			63	68			131	136			

Month	Date		Days			Possible Work Days	Additional Work Days Modifier	Adjusted Possible Work Days	Probable Work Days		
	Begin	End	Month	Total	Holiday				%	Month	Total
			0	0		0		0	0	0	0
March	3/10/2022	3/31/2022	22	22		17		17	80	10	10
April	4/1/2022	4/30/2022	30	52		21		21	65	14	24
May	5/1/2022	5/31/2022	31	83	1	22		22	75	17	41
June	6/1/2022	6/30/2022	30	113		23		23	80	18	59
July	7/1/2022	7/31/2022	31	144	1	21		21	85	18	77
August	8/1/2022	8/20/2022	20	164		15		15	85	13	90
			0	164		0		0	0	0	90
			0	164		0		0	0	0	90
			0	164		0		0	0	0	90
			0	164		0		0	0	0	90

REMARKS

Note: Chart is based on the assumption of work not occurring on weekends or holidays. If work is expected to occur on these days, adjust Possible Work Days by adding days to Modifier column. See FDM 19-10-30.

Contract Work Type
 Calendar Day 164
 Working Day 90
 Completion September 22, 2222
 Prepared By Rielly O'Donnell

PERCENTAGE FACTORS FOR PROBABLE WORKING DAYS

$$\frac{\text{Probable Working Days}}{\text{Possible Working Days}} = \text{_____} \%$$

MONTH	Grading %	Bridge %	Base Course %	P.C.C Pavement %	Asphaltic Pavement %	Painting %
January	58	61				
February	43	65				
March	58	65				
April	58	77	58			
May	80	80	80	80	68	64
June	80	80	80	80	81	69
July	85	85	85	85	85	69
August	85	85	85	85	85	77
September	76	80	72	72	70	60
October	77	73	73	72	27	
November	70	70	74	43		
December	58	58	58			

CERTIFICATE OF RIGHT OF WAY
 DT1899 Updated 03/25/10 (Replaces RE5005)

Wisconsin Department of Transportation

To: Director, Bureau of Technical Services – Real Estate Hill Farms Bldg/Rm 501 - Madison		From: Region; Technical Svcs (1)	Date: (2)
Construction Project Number (3)	Federal Aid Project Number (4)	R/W Project Number (5)	
Highway (6)		Letting Date (7)	
Title & Limits (8)		County (9)	
Type of Work (10)	Begin Station (11)	End Station (12)	

Encroachments still to be removed
 None Yes, list parcel #(s), station(s), explain items, who will remove, estimated removal date, etc.: (13)

Encroachments to be left in place by revocable permit
 None Yes, list parcel #(s), station(s), explain items, etc.: (14)

Hazardous waste
 None Yes, list parcel #(s), station(s), explain remedy plan, estimated removal date, etc.: (15)

List right of way parcels and interests required for this construction project letting.
 None Yes, provide parcels #(s) and type of interest, to include construction permits: (16)

-- For WisDOT Regional Design Authorization Use Only --

No new right of way is required; and, we certify the right of way status as #1, pursuant to 23 CFR 635.309 and other federal regulation as appropriate.
 Yes, new right of way is required. (If checked, forward to regional Technical Services – Real Estate.)

(17)

Regional Design Representative
 Note: Only WisDOT has authorization approval Date

-- For WisDOT Regional Real Estate Authorization Use Only --

If new R/W is required:
 All parcels are acquired.
 Parcels not yet acquired. If applicable, list parcel number(s), closing date, award date, and other pertinent details: (18)

Relocation
 None Yes, provide parcel #(s), relocation date(s), anticipated, delays, etc.: (19)

Structure Removal
 None Yes, provide type(s), removal date(s), by whom: (20)

On behalf of the acquiring agency State, County, City, Village, Town, Other: _____, and pursuant to 23 CFR 635.309 and other federal regulation as appropriate, we certify the right of way status as: 1, 2, 3.

(21)

Regional Real Estate Representative
 Note: Only WisDOT has authorization approval Date

Include additional information and attach additional pages, if necessary

RIGHT OF WAY CERTIFICATION LEVEL DEFINITIONS

CERTIFICATION #1 (let and award)

All necessary rights/interests as shown on the right of way plat and/or construction plan have been obtained including legal and physical possession. There may be cases appealed or cases pending in court, but legal possession has been obtained. There may be some improvements remaining on the right of way, but all occupants have vacated the lands and improvements. WisDOT has physical possession and the right to remove, salvage or demolish these improvements and enter on all land.

CERTIFICATION #2 (let and award, but follow up necessary)


Although all necessary rights of way have not been fully acquired, the right to occupy and use all rights of way required for the proper execution of the project has been acquired. (Negotiations must be initiated.) Trial or appeal of some parcels may be pending in court. Full legal possession has not been obtained, but a Temporary Right of Entry Easement has been obtained. The occupants of all lands and improvements have vacated. WisDOT has physical possession and right to remove, salvage or demolish these improvements. The right of entry must be discussed with Bureau of Technical Services - Real Estate for approval prior to use.

CERTIFICATION #3 (follow up and right of way clearance required prior to letting)

The acquisition or right of occupancy and use of a few remaining parcels is not complete, but all occupants of the residences on such parcels have had replacement housing made available to them in accordance with both federal and state directives covering the relocation assistance program. For parcels not clear at the time the PS&E. was submitted, an updated certification must be received by the Bureau of Technical Services - Real Estate prior to the scheduled ad meeting. The certification must show the parcels not yet acquired, anticipated acquisition dates, anticipated Jurisdictional Offer filing dates, etc. The certification must also identify any parcels not vacated and the vacation dates. The region may request authorization in these cases only in very rare and unique circumstances. This exception, however, will never become the rule.

DEFER

Projects that do not meet the above requirements will not be advertised for letting.

 **HELP TIP:** If using Word 2007 version software and find it necessary to include additional information or attach additional pages, with Word 2007 open, go to **'Insert'** tab on ribbon. Then, click dropdown arrow to right of **'Object'** (in Text group area). Next, choose **'Text from File...'** from dropdown, and browse to file on your computer that you want to insert. Once you locate and click on file from your computer, entire file and all saved content will be immediately inserted.

Alternate method: With Word 2007 open, go to **'Insert'** tab on ribbon. Then, click dropdown arrow to right of **'Object'** (in Text group area). Next, choose **'Object...'** from dropdown, or just click **'Object'** icon. When popup window appears, move to tab **'Create from File'** and click **'Browse...'** button to find file on your computer. Once you locate and click on file from your computer, path will appear in **'File name:'** field. Finally, click **'Okay'** button and file will be transferred into current document.

Detailed instructions on the right of way certification process can be found in the Real Estate Program Manual/Section 3.10 as well as the Facilities Development Manual in FDM 19-10-35. Also see, See FDM 19-1-3 for more on letting process.

Note: At the time of this writing, an additional step is being implemented on a trial basis where an exception report is being required at the time of the PS&E to try and address any issues that may prevent a project from meeting all requirements for advertisement and letting.

CERTIFICATE OF RIGHT OF WAY (DT1899) INSTRUCTIONS

See definitions for right of way certification levels on previous page. Items marked 1 - 17 on Certificate of Right of Way (form DT1899) to be filled out by regional WisDOT Design Unit or consultant. Also see instructions "For WisDOT Regional Design Authorization Use Only."

Item # Step-by-step instructions to complete

- (1) "From" – region completing form.
- (2) "Date" – date preparing form.
- (3) "Construction Project Number"
- (4) "Federal Aid Project Number" – if applicable.
- (5) "R/W Project Number" – right of way project number, if applicable.
- (6) "Highway" – formal name of highway. Example: S.T.H. 55.
- (7) "Letting Date" – date when project is scheduled for letting.
- (8) "Title & Limits" – general location information (use official Title and Limit from FIIPS).
- (9) "County" – county where majority of work on project will take place.
- (10) "Type of Work" – briefly summarize action to be taken. Example: grading, curb and gutter, etc.
- (11) "Begin Station" – station where construction will begin on project.
- (12) "End Station" – station where construction will end on project.
- (13) "Encroachments still to be removed" – check either "None" or "Yes, list parcel #(s), station(s), explain items, who will remove, estimated removal date, etc." – provide plat parcel number, station and description of encroachment. Who will remove and when; consult with Design or Maintenance Units if needed.
- (14) "Encroachments to be left in place by revocable permit" – check either "None" or "Yes, list parcel #(s), station(s), explain items, etc." – provide plat parcel number, station and description of encroachment. Give status of permit. Provide as much detail as practicable. Example: Parcel 8, Station 106+75, village "Welcome" sign; permit granted on 00/00/0000.
- (15) "Hazardous Waste" – check either "None" or "Yes, list parcel #(s), station(s), explain remedy plan, estimated removal date, etc." – provide plat parcel number and station of waste site. Describe materials found and explain remedy plan, including any estimate removal date. Include point of contact information as part of remedy plan, if applicable.
- (16) "List right of way parcels and interests required for this construction project letting." – check either "None" or "Yes, provide parcel #(s) and type of interest, to include construction permits." – do not include utility or railroad parcels. Example: Parcels 1,3,5,6 – FEE; Parcels 2,4 – PLE; Parcels 7,8,9 – TLE; Parcel 10 – Construction Permit.
- (17) For WisDOT Regional Design Authorization Use Only – check either, "No new right of way is required; and, we certify the right of way status as #1, pursuant to 23 CFR 635.309 and other federal regulation as appropriate." – no permanent and/or temporary. Enter Regional Design Representative name/date. Then, add to PS&E package. Or, check "Yes, new right of way is required" – permanent and/or temporary. Enter Regional Design Representative name/date. Next, if new R/W is required, send to regional WisDOT/Technical Services - Real Estate to complete Items #18 - 21. Note: Only WisDOT has authorization for approval (consultants are not recognized by FHWA for approval authority).

Item # If new R/W is required, items marked 18 - 21 to be filled out by regional Real Estate representative. *

- (18) For WisDOT Regional Real Estate Authorization Use Only – check either "All parcels are acquired" or "Parcels not yet acquired. If applicable, list parcel number(s), closing date, award date, and other pertinent details" – provide additional detail as necessary to explain any circumstances of any parcels not acquired.
- (19) Relocation – check either "None" or "Yes, provide parcel #(s), relocation date(s), and anticipated delays, etc." – provide additional detail as necessary to explain circumstances of any relocations not completed.
- (20) Structure Removal – check either "None" or "Yes, provide type(s), removal dates(s), by whom." Example: Small shed to be removed by owner on or before 00/00/0000.
- (21) Check appropriate box of "On behalf of acquiring agency..." and, check appropriate level for "we certify right of way status..." Enter Regional Real Estate Representative name/date. Note: Only WisDOT has authorization for approval (consultants are not recognized by FHWA for approval authority).

Note: Include additional information and attach other additional pages and documents as may be needed.

CORRESPONDENCE/MEMORANDUM

State of Wisconsin

Date: February 29, 2012
To: Consultant Designers of WisDOT Roadway Projects
WisDOT staff Managing Consultant-led Design Projects
From: Jerry H. Zogg, P.E.
Chief Roadway Standards Engineer
Subject: Civil 3D Specific Design Deliverable Requirements

Wisconsin Department of Transportation will implement Civil 3D specific design project deliverable requirements. These requirements will apply to all roadway projects designed for WisDOT, except for local program projects.

The intent of Civil 3D specific deliverable requirements is to mandate the use of AutoCAD Civil 3D software in the development of WisDOT roadway designs, and to include the delivery requirements of both of the following as part of a finished design project submittal:

- The entire Civil 3D project data set.
- Automated Machine Guidance (AMG) 3D surface models, on appropriate projects.

Detailed language concerning the above deliverable requirements will be shared at a later date.

Implementation planning is currently underway, and our goal is a state-wide implementation of these requirements by mid-year 2014. Our goal is that all project solicitations beginning in mid-year 2014 will include the Civil 3D specific delivery requirements. The timeline of the planning and implementation process will look as follows:

- February 2012 - announce intention of C3D Requirements Implementation
- July 2012 - share draft FDM language regarding requirements, and other guidance language
- July 2012 - Finalize implementation planning and schedule
- September 2012 - Conduct regional seminars to discuss implementation activities leading up to mid-year -2014 effective date
- Mid-year 2014 - Civil 3D specific requirements go into effect on all WisDOT project solicitations, except for local program projects

WisDOT project staff may elect to add Civil 3D specific delivery requirements to individual projects prior to the statewide implementation date. Early implementation of these requirements on an individual project basis will be done sparingly since it creates additional challenges for both WisDOT staff and consultants who aren't presently using Civil 3D. WisDOT project management staff considering early an implementation of these requirements for a project must obtain BPD approval, contact Jerry Zogg (jerry.zogg@dot.wi.gov) for details.

At the current time, WisDOT is not extending the Civil 3D specific design project deliverable requirements to local program projects. However, some local governments are already using Civil 3D, and others are evaluating it. WisDOT encourages local governments to consider the implementation of Civil 3D and wants to provide local governments the opportunity to participate in the Civil 3D implementation activities over the next 2 years. In addition, WisDOT will be gathering information from local governments on their current status with using design software.

Why Is WisDOT Requiring Usage of Civil 3D?

WisDOT is not requiring the use of Civil 3D because of its desire to receive Automated Machine Guidance (AMG) 3D surface models. WisDOT is aware that there are several roadway design software packages which can successfully produce AMG 3D surface models for the contractor's use in earthwork, base, and paving construction.

WisDOT's primary focus for the initial implementation of Civil 3D, over the next 2 years, will be the successful creation AMG 3D surface models. WisDOT wants to take full advantage of both the cost savings and construction quality benefits from the contractor's use of AMG 3D surface models.

During this time, WisDOT will also have a secondary focus on transitioning from AMG 3D surface models to more fully developed Roadway Models. The Roadway Models will include additional information that will initially increase engineering efficiencies in design and construction. Over time, WisDOT will expand the use of the Roadway Models in the other functional areas of operations, maintenance, and planning.

WisDOT is looking to maximize our utilization of Roadway Models in the near term and in the future. To do so, it has become apparent that we need to mandate the use of Civil 3D so we will have the ability to:

- Easily use and modify the design data without the risk of error in intelligent design data transfer between software systems
- Easily extract intelligent information from the design data

During the past several years, WisDOT has monitored design software development and observed a trend of increased individualization of design software packages. Each software has its own workflow, each contains unique design software objects, and each uses a proprietary data format. All these factors combine to make sharing of intelligent design data between design software systems a complex, time consuming, and unreliable task. WisDOT has discussed this trend with software developers, and we've monitored efforts to increase data transferability such as TransXML, but nothing we have seen or heard leads us to believe intelligent design data transfer will get easier. In fact, we expect the opposite will happen. We expect the degree of difficulty and risk of error in intelligent design data transfer between different design software will grow as developers continue to add deeper and more complex functionality to their systems.

How has WisDOT Coordinated with ACEC on Requiring Civil 3D?

In the fall of 2011, WisDOT shared the information above and our corresponding intentions of maximizing utilization of complex roadway models with ACEC membership. ACEC asked whether we could achieve our goals without requiring the use of Civil 3D in the development of our designs. In other words, could WisDOT develop a non-proprietary performance specification that will meet our needs?

WisDOT proposed a testing plan to answer this question. After reviewing WisDOT's draft performance specification requirements, ACEC concurred with WisDOT's perception that the testing plan would not be successful. Correspondingly, a performance specification will not allow WisDOT to maximize the full potential utility of roadway models in the future.

As a result, WisDOT reached consensus with ACEC on WisDOT's need to require the use of Civil 3D.

What is WisDOT Doing to Help Consultants Transition to Civil 3D?

As our consultants prepare for a transition to Civil 3D, WisDOT is doing several things to help.

First, WisDOT makes available all our Civil 3D user training material. This material is captured in video format and is currently made available at: <http://www.dot.wisconsin.gov/business/engrserv/trainingcivil3d/index.htm>.

We are pleased with the success we've had in training our staff using this video-based method, and as time passes, we will be expanding our video training content to include more advanced subjects. Some of the upcoming additions will include a revamping of our basic Civil 3D content and providing a complete workflow exercise series that teaches plans production workflows for maximizing efficiencies while creating all WisDOT plan sheets in Civil 3D. We are committed to continue developing and distributing our training in video format, and we are committed to continue making this material available to the public.

In addition, WisDOT will continue our longstanding practice of openly sharing our standards and customization for the software we use. For those of you who have been using our Civil 3D 2010 content, in March 2012 we will release an update of our standards package for use in Civil 3D 2012. This content is found at: <http://www.dot.wisconsin.gov/business/engrserv/roadway-design-files.htm>.

And finally, we are exploring alternatives for starting a statewide Civil 3D Transportation Designer user group. We'd like this user group to meet at a regular frequency, and to be a forum for sharing ideas and best practices in using Civil 3D for transportation engineering solutions. We'll continue to share information regarding this effort as it develops beginning with the seminars in September.

Questions regarding implementation of Civil 3D specific design deliverables and related content in this message should be sent to dotcaesupport@dot.wi.gov.