

## **SECTION 5 VALIDATION OF PLANS, SPECIFICATIONS, AND ESTIMATE**

### **5.1 PURPOSE**

This section provides guidance for submission of a PS&E that is complete and accurate as the main components of a legally valid contract.

### **5.2 RESPONSIBILITIES**

#### **5.2.1 DISTRICT PROJECT ENGINEER**

Ensures that the PS&E is complete and accurate

#### **5.2.2 STRUCTURE PROJECT ENGINEER**

Ensures that the structure portion of the PS&E adheres to Department standards

#### **5.2.3 STRUCTURE OFFICE ENGINEER**

- Verifies that the structure plans are complete and accurate
- Prepares the structure portion of the estimate
- Prepares and approves the structure portion of the project special provisions

#### **5.2.4 DISTRICT OFFICE ENGINEER**

- Verifies that the PS&E submittal to DES-OE is complete, accurate, and conforms to the Department's standards
- Combines structure and highway portions of the special provisions
- Submits both AAOE and AADD projects to DES-OE
- Provides SOE an electronic copy of combined special provisions and BEES
- Ensures responses to draft contract comments are provided to DES-OE

### 5.2.5 DIVISION ENGINEERING SERVICES-OFFICE ENGINEER

#### For AAOE projects:

- Provides QA on the PS&E submittal to verify that the project meets the Department's standards
- Performs an IA review after advertisement to verify that the DES-OE QA process for AAOE projects meets the Department's standards

#### For AADD projects:

- Performs an IA review after advertisement to verify that the DOE's QA process for AADD projects meets the Department's standards
- Provides feedback to the DOE regarding the IA findings
- Recommends corrective action to achieve a district certified draft contract that meets the Department's standards

## 5.3 PROJECT PLANS CERTIFICATION

Project plans show the details of the work, including items not covered by the current *Standard Plans* and RSPs. Project plans are developed to comply with *Plans Preparation Manual* and prepared with CADD to comply with the *CADD Users Manual*.

The project engineer may need to modify a standard plan detail for unique project requirements. Details from the *Standard Plans* can be copied, modified, and added to the appropriate project plan detail sheet. For detail modification, the Micro Station .DGN file versions of the standard plans are available on the DES-OE Web site.

### STRUCTURE PLANS AND DETAILS

DES-SD has the responsibility for preparing structure plans. Plans are sent to the districts for a check on data pertaining to horizontal and vertical alignment and clearances. The final electronic files are submitted to the district. The district is responsible for submitting the roadway and structures CADD submittal form to DES-OE with the PS&E submittal.

### FINAL PAY ITEMS

Bid items are designated as final pay with an (F) in the Bid Item List. Show the final pay designation on the bid item list. Do not show the final pay designation on the plans.

**5.4 PROJECT SPECIFICATIONS CERTIFICATION**

Specifications describe the details for the materials, construction, and administration of the contract. Contract special provisions are specifications specific to the contract and govern over the other parts of the contract. See Section 6.

**5.5 PROJECT COST ESTIMATE CERTIFICATION**

The project cost estimate submitted by the district results in the estimated cost of the project shown on the *Notice to Bidders* and complies with section 7.