

DESIGN BULLETIN



CO L O R A D O

Department of Transportation

Office of the Chief Engineer

Division of Project Support
Project Development Branch
Design Program

Project Development Manual
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Revisions Under Advertisement Quality Control Reviews

To improve the revisions under advertisement process and reduce the potential for issuing multiple revisions, all revision packages are now required to be first submitted to the Repro Unit for a quality control review. To initiate the review, the project engineer shall save all the revision files in the network shared drive folder at public\REPROJOBS\Repro-AD Plans & Specs(DO NOT RENAME). The project engineer will then send an email to Kelley.Tatman@state.co.us requesting the quality control review be performed with a copy of the revision letter attached.

When the project engineer receives email confirmation that the quality control review is completed, that engineer will send an email to the group email CDOT_HQ_CU-ConstructionContractsUnit@state.co.us requesting the revision be issued with a copy of the approved revision letter attached. The Repro Unit will then notify the Construction Contract Services Unit that the revision is ready to post. The approved revision will then be posted in the Colorado Department of Transportation (CDOT) B2GNow system with all the other project bid solicitation documents.

The quality control review process applies to all revisions including simply bid deferrals, revisions to bid proposal schedules, specifications, and/or plans.

The updated Section 2 of the Project Development Manual, coming soon, will include this and additional details about the revisions under advertisement process.

If you have any questions regarding this bulletin or require further assistance, please contact Kelley Tatman via email at Kelley.Tatman@state.co.us for support.