

REVISION OF SECTION 105
CONTROL OF WORK

Section 105 of the Standard Specifications is hereby revised to include:

Add Subsection 105.08:

105.08 Document Management and Professional Engineer and Professional Land Surveyor (PE/PLS) Electronic Seals. Where the specifications require the Contractor to submit or return documents an electronic file is preferred. The Contractor shall submit the schedule, video recordings, photographs, image files, and other media in their native file formats. When the document format is not specified, the contractor shall submit electronic documents in PDF. When a submittal requires multiple copies, one electronic document shall satisfy the requirement.

Where a signature is needed, an electronic signature is acceptable. An original wet signature is a signature signed by hand in ink. Where original signatures or original documents are required a scanned copy of the signed original shall satisfy the requirement.

The Department and Contractor shall use Adobe Sign software to route and sign Contract Modification Orders and change orders for signature.

An electronic seal is when a PE or a PLS affix their electronic signature and seal to plans or documents prepared under their responsible charge or control. Adobe Sign software shall be used for electronic seals on documents and electronic seals shall comply with the requirements of the. Electronic seals shall comply with the requirements of the Bylaws and Rules of the State Board of Licensure for Architects, Professional Engineers, and Professional Land Surveyors Rules and Regulations, 4 CCR 730-1.

The Contractor shall submit as-built plans using the template provided by the Project Engineer.