

MEMORANDUM

DEPARTMENT OF TRANSPORTATION

Materials and Geotechnical Branch
4201 East Arkansas Avenue
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(303) 757-9249



DATE: February 14, 2006

TO: Tim Harris, Director of Staff Services

FROM: Corey Stewart, Pavement Management Program Manager

SUBJECT: Policy Memo #7
Analysis of Essential Items

The purpose of this memorandum is to request ratification of essential items related to the completion of projects funded through the Surface Treatment Program. Essential costs are those project related costs necessary to complete a resurfacing project that are not associated with the pavement surface. Since these items are needed at the project level to perform a resurfacing project, the related costs reduce the available funds used to improve the surface condition and should be incorporated into the model. This memorandum replaces the original Policy Memo #7- Analysis of Surface Treatment Budgets and Essential Costs, dated January 29, 2002. The Pavement Management Technical Committee will review the essential items every two years and this memo will be updated to reflect any revisions. Older versions of this memorandum will be archived and available on the Policy Memo webpage.

The essential items necessary to complete surface treatment projects were initially identified in July 2000. The essential items are documented in Policy Memo #7 (1/29/2002) and again in Policy Memo #20 (12/22/03). The essential item costs were calculated for incorporation into the Pavement Management projections as well. In the future, costs will be reported in Policy Memo 20 and essential items will be shown in Policy Memo 7.

The Technical Committee review of essential items indicates that some revision to the essential items is necessary. In a letter dated October 17, 2003, the Executive Director set forth parameters of the ADA Access Guidelines (ADAAG) requiring specific items for certain projects. In addition, Policy Memo #9 (3/14/2002), allows Surface Treatment Program dollars to be utilized for reconstruction type projects. For the purpose of this memo, treatment categories will be separated, as it is imperative that surface treatment dollars provide for maintaining the pavement surface and not on enhancements or other project related costs. The items mentioned above require some revision to the essential item list. The following table indicates items essential to projects recommended by the Pavement Management Model.

Table 1
Essential Bid Items
(Not associated with the pavement surface)

Description of Bid Item	Bid Item #	Description of Bid Item	Bid Item #
Clearing and Grubbing (c)	201	Subsurface Drains	605
Removal Items (a)	202	Curb ramps, Sidewalk (d)	608
Unclassified Exc./ Embankment (c)	203	Curb and Gutter (g)	609
Blading	203	Delineators	612
Structure Backfill (b,c)	206	Loop Detectors	614
Topsoil (c,e)	207	Rumble Strips	614
Erosion Control (c,e)	208	Culvert Extensions	617
Reset, Adjust Items (a)	210	Pipe Extensions	619
Seeding (c,e)	212	Field Facilities (a)	620
Mulching (c,e)	213	Detour Pavement	621
Soil Retention (c,e)	216	Culvert Extensions	624
ABC (Class __)	304	Construction Surveying (a)	625
Waterproofing Membrane (b)	515	Public Information Services (f)	626
Damp-proofing (Asphalt) (b)	516	Mobilization	626
Bridge Expansion Device (b)	518	Pavement Marking Items (a)	627
Culvert Extensions	603	Survey Monuments	629
Manhole Ring and Cover	604	Construction Zone Traffic Control (a,d)	630

- (a) Essential items necessary for all categories (Preventive maintenance, rehabilitation, or reconstruction)
- (b) Essential bridge element
- (c) Reconstruction related items
- (d) Item is essential if required to meet ADAAG requirements (See memo dated 10/17/2003, Norton)
- (e) Not necessary for preventive maintenance activities that do not affect grade or that do not require work outside the pavement.
- (f) Projects expected to exceed \$ 1 million and disrupt traffic for more than two months or that are adjacent to multiple residency or business accesses.
- (g) Only essential if curb and gutter is damaged and maintenance of the item is CDOT responsibility.

Surface Treatment Funds should not be utilized for ROW purchases or items that are not directly related to the roadway surface other than as listed above. Safety Enhancement items should not be funded with Surface Treatment Program dollars. These include new guardrail or bridge rail; bikeways, curb ramps or sidewalk beyond the requirements of "ADA Accessibility Requirements in CDOT Transportation Projects"; cattle guards or guard posts; lights, permanent signs, signals, and barricades; and slope flattening or pipe extensions not necessary to accomplish surface treatment. For additional guidance, see Design Bulletin, "Safety Considerations on 3R Projects," ([Safety Considerations on 3R Projects link](#)) dated March 2, 2005.

Items marked with an a) are considered to be essential for all surface treatment projects; therefore, surface treatment funds may be used for these items. Other listed items may be determined to be essential depending on specific project circumstances. Items identified with a c) are items deemed essential for a surface treatment reconstruction project and surface treatment funds may be used for these items when reconstruction is selected and is the recommended treatment. Other funding should be used for these items when they are being used on a preventive maintenance or rehabilitation type project. Items marked with an e) are eligible to use surface treatment funds when they are required for the type of construction. This includes projects affecting grade and working outside the pavement structure. In all cases, engineering judgment should be used to ensure proper use of surface treatment funds. Use of Surface Treatment Funds for other project specific items may be considered if approved by the Region Materials Engineer and the Pavement Management Program Manager.

The Technical Committee will review the essential items every two years. The essential items will be used to determine appropriate treatment costs for incorporation into the Pavement Management Model.

I concur: Craig Siracusa 3/6/06
Craig Siracusa Date
Chief Engineer

Cc: Aschenbrener
Finch, DTD
RMEs
RTDs
Harmelink (FHWA)

ITEM: Approval of the Essential Items**RESULTS:**

	Member	Vote	Comments
Region 1	Janet Minter	Yes	
Region 1	Bill Schiebel	Yes	
Region 2	Frank Walters	Yes	
Region 2	Richard Zamora	Yes	
Region 3	Bob Heidelmeier	Yes	
Region 3	Rex Goodrich	Yes	
Region 4	Rose McDonald	Yes	
Region 4	Gary DeWitt	Yes	
Region 5	Robert Shanks	Yes	
Region 5	Mike Coggins	Yes	Consider inclusion of clean culvert and equipment hour items.
Region 6	Jeremy Montrose	Yes	
Region 6	Masoud Ghaeli	Yes	Consider inclusion of curb and gutter.
HQ	Mike Keleman	Yes	
HQ	Corey Stewart	Yes	
DTD	Tamela Goorman	Yes	
FHWA	Donna Harmelink	Did not vote	