



**STATE OF TENNESSEE
DEPARTMENT OF TRANSPORTATION**

ROADWAY DESIGN DIVISION
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INSTRUCTIONAL BULLETIN NO. 19-09

Regarding Updates to Roadway Design Guidelines Chapter 1

Effective immediately, the following changes apply to the Roadway Design Guidelines Chapter 1.

Regarding FileNet Project Deliverable Sections:

Updated 1-105.00 heading name.

Added in new sections for 1-105.01 Preliminary Field Review, 1-105.02 Public Meeting, and 1-105.03 Site Field Reviews. All Figure and Table numbers have been updated for Chapter 1 due to these additions.

Updated Section 1-105.04 through Section 1-105.06 – Updated Figure 1-4, 1-5, and 1-6 and Table 1-4, 1-5, and 1-6 to reflect other Division's plan sets that may be a part of the project.

Updated Section 1-105.09 Construction FileNet Submittal package to specify that resurfacing submittals do not require a R.O.W. title sheet or checklist.

Regarding Section 1-107.00 Removal of Plans from FileNet:

Updated list to include additional files as shown in the FileNet Submittal Document.

Regarding Section 1-204.08 Chief Engineer and Commissioner Signatures:

Updated Figure 1-32 to reflect the new Commissioner signature.

Regarding Section 1-204.15 Chapter 86 Eligibility for Utilities:

Updated the contact to say Utility Regional Manager.

Regarding Section 1-205.01 R.O.W. Index:

Updated Figure 1-45 to reflect the revised R.O.W. Index.

Regarding Section 1-205.02 Work Zone Significance Determination:

Updated the Figure 1-46 and added that this cell should also be shown on Resurfacing plans.

Regarding Section 1-205.03 Sealing the R.O.W. Title Sheet:

Updated Figure 1-47 to reflect the new Commissioner.

Regarding Updated Construction Index to Reflect the Signature Sheet Naming Convention

1-206.01 Construction Index of Sheets:

Updated Figure 1-50 to reflect the revised Construction Index.

Regarding Section 1-206.02 Sealing Construction Plans:

Updated information to reflect that other Divisions are responsible for their own index and estimated quantities. Also updated Figure 1-52.

Regarding Traffic Operations Naming Conventions for Submittals:

The naming convention Traffic Operations Construction Field Review estimates, Construction estimates, and final Construction turn-in documents will be broken down into the three primary categories and be named as follows:

1-402.04 SUBMITTAL OF CONSTRUCTION ESTIMATE FOR CONSTRUCTION FIELD REVIEW

Added the additional estimate items for Traffic Operations.

nnnnnn-nn-TrafficOpsITSConstructionFieldReviewEstimate.xlsx
nnnnnn-nn-TrafficOpsSignalsConstructionFieldReviewEstimate.xlsx
nnnnnn-nn-TrafficOpsLightingFieldReviewEstimate.xlsx

1-402.05 SUBMITTAL OF CONSTRUCTION ESTIMATE FOR LETTING PROCESS

Added the additional estimate items for Traffic Operations.

nnnnnn-nn-TrafficOpsITSConstructionEstimate.xlsx
nnnnnn-nn-TrafficOpsSignalsConstructionEstimate.xlsx
nnnnnn-nn-TrafficOpsLightingConstructionEstimate.xlsx

1-402.06 REVISION OF CONSTRUCTION ESTIMATE FOR LETTING PROCESS

Added the additional estimate items for Traffic Operations.

nnnnnn-nn-TrafficOpsITSConstructionEstimate-Rev-mm-dd-yy.xlsx
nnnnnn-nn-TrafficOpsSignalsConstructionEstimate-Rev-mm-dd-yy.xlsx
nnnnnn-nn-TrafficOpsLightingEstimate-Rev-mm-dd-yy.xlsx

Regarding Section 1-500.00 Types of Field Reviews

Added in additional information for Construction Field Reviews and updated the Item number for a Uniformed Police Officer.

Regarding 1-502.01 Internal Distribution

Added #3 Revision Only to the Business Development PlanGrid Team notification list. The letting revision form has also been updated due to this change.

Preliminary, R.O.W. and Construction Checklists: Minor edits on all three checklists. The Index of Sheets has been updated within the R.O.W. and Construction checklists.

Regarding Excel extension on all estimated quantity files. The Excel quantity files should have a XLSM file extension for a macro enabled spreadsheet.

Roadway Design Guidelines Chapter 1, FileNet Deliverable Guide, Preliminary, R.O.W. and Construction Checklists have been updated to reflect these changes and are available online.

Roadway Design Guidelines Chapter 1:

<https://www.tn.gov/content/tn/tdot/roadway-design/standard-drawings-library/standard-roadway-drawings.html>

FileNet Deliverable Guide:

<https://www.tn.gov/content/tn/tdot/roadway-design/design-standards/design-guidelines.html>

Preliminary Checklist:

https://www.tn.gov/content/dam/tn/tdot/roadway-design/documents/design_guidelines/Roadway%20Design%20Preliminary%20Checklist.docx

R.O.W. Checklist:

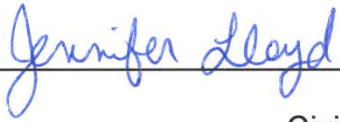
https://www.tn.gov/content/dam/tn/tdot/roadway-design/documents/design_guidelines/Roadway%20R.O.W.%20Design%20Checklist.docx

Construction Checklist:

https://www.tn.gov/content/dam/tn/tdot/roadway-design/documents/design_guidelines/Roadway%20Design%20Construction%20Checklist.docx

As the Roadway Design Division continues to re-write the Roadway Design Guidelines, you might find references to sections that have not been released yet as well as PPRM numbers that are in the process of being created. Not having the other sections should not impair your ability or cause confusion but if it does, please feel free to contact me at Jennifer.Lloyd@tn.gov or James James.D.Kelley@tn.gov or Dawn at Dawn.Pruett@tn.gov. Please continue to have patience with us as we continue to make progress on the DG.

This IB Voids IB 18-13.



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