



**STATE OF TENNESSEE
DEPARTMENT OF TRANSPORTATION**

ROADWAY DESIGN DIVISION
SUITE 1200 JAMES K. POLK BUILDING
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CLAY BRIGHT
COMMISSIONER

BILL LEE
GOVERNOR

INSTRUCTIONAL BULLETIN NO. 20-04

Regarding Turn-In Dates and Letting Schedules

Attached to this bulletin is the updated 2021 letting schedule with a chart showing dates to be met for various activities.

Plans and estimates for projects assigned to a letting should be turned into the Plans Assembly Group, Eplans.Turnins@tn.gov, no later than the turn in date shown on the attached chart.

Instructional Bulletin 20-04 shall be voided after the December 10, 2021 letting.

A handwritten signature in blue ink, reading "Jennifer Lloyd".

Jennifer Lloyd, PE
Civil Engineering Director
Roadway Design Division

KJL:JDK:ADP:LHC:NHP
March 3, 2020

2021 LETTING SCHEDULE

Activity	LETTING Feb 5	LETTING Mar 26	LETTING May 7	LETTING June 18	LETTING Aug 20	LETTING Oct 8	LETTING *Nov 5 <small>Mowing/litter Removal</small>	LETTING Dec 10	WEEKS BEFORE LETTING
TDOT Design Manager schedules and distributes printes for construction field review	May 27, 2020	July 15, 2020	August 26, 2020	October 7, 2020	December 9, 2020	January 27	February 24	March 31	36 -1/2
TDOT Design Manager verifies <u>all</u> deliverables have been received to allow completion of plans in accordance with the roadway design checklist.	September 2, 2020	October 21, 2020	December 2, 2020	January 13	March 17	May 5	June 2	July 7	22 -1/2
Regional Resurfacing Coordinator furnishes PS&E report to Regional Project Development for development of resurfacing plans	September 18, 2020	November 6, 2020	December 18, 2020	January 29	April 1	May 21	June 18	July 23	20
Design Division or Regional Project Development begins "in house" checking of final Roadway Plans prior to turn-in for letting	September 30, 2020	November 18, 2020	December 30, 2020	February 10	April 14	June 2	June 30	August 4	18 -1/2
Regional Project Development to submit Preliminary Resurfacing Plans for review	October 14, 2020	December 2, 2020	January 13	February 24	April 28	June 16	July 14	August 18	16 -1/2
Consultant furnishes final roadway plans w/ estimate to TDOT Design Manager for review	October 28, 2020	December 16, 2020	January 27	March 10	May 12	June 30	July 28	September 1	14 -1/2
Regional ROW Office submits "removal of structures" letter to the Design Division or Regional Project Development	November 4, 2020	December 23, 2020	February 3	March 17	May 19	July 7	August 4	September 8	13 -1/2
Consultant furnishes Structures Division final structure plans w/ estimate for review	November 10, 2020	December 30, 2020	February 10	March 24	May 26	July 14	August 11	September 15	12 -1/2
Regional Utility Engineer furnishes utility plans to the Plans Assembly Section	November 18, 2020	January 06	February 17	March 31	June 2	July 21	August 18	September 22	11 -1/2
Design Division or Regional Project Development, Structures Division, Traffic Operations Division, Environmental Division, and Geotechnical Engineering Office submits final plans w/ estimate to the Plans Assembly Section	November 25, 2020	January 13	February 24	April 7	June 9	July 28	August 25	September 29	10 -1/2
Plans Assembly Section submits final plans to the Construction Division, Contracts & Specifications Office	December 16, 2020	February 3	March 17	April 28	June 30	August 18	September 15	October 20	7 -1/2