



4-6 Contract Special Provisions

Contract Special Provisions shall be prepared in accordance to the Caltrans Office Engineer *Ready To List and Construction Contract Award Guide (RTL Guide)*. The Special Provisions shall consist of the most current versions of Caltrans Standard Special Provisions (SSPs) edited to suit the specific project. The most current versions of the SSPs can be accessed through the OSFP web site.

Special Provisions submitted for review, whether hardcopy or electronic copies on disk, shall show all edits and hidden text. Special Provisions that do not show these items will not be accepted for review.

Paper copies of Special Provisions shall be bound and shall have a title sheet that shows the District, EA, the date prepared, and the Professional Engineer registration seal with the signature, license number and expiration date of the Engineer who prepared the provisions.

Electronic Special Provisions may be on a CD disk. The disk shall be labeled with the District, EA, date prepared, and a description of the contents (e.g. Structure Specifications, Roadway Specifications, or both).

An item list shall be included in front of the structure Special Provisions. The list shall show the item code number, the applicable P-F-S code letters, the pay item description, and the method of measurement. The code letter “P” denotes an item eligible for Partial Payment, “S” denotes a Specialty item, and “F” denotes a Final Pay item. For example, a portion of such an item list is as follows:

<u>Item Code</u>	<u>P-S-F</u>	<u>Item Name</u>	<u>Unit</u>
157561		Bridge Removal (Portion), Location A	LS
192003	F	Structure Excavation (Bridge)	CY
490753	P	Furnish Piling (Class 90)	LF
510053	F	Structural Concrete, Bridge	CY
520102	P-F-S	Bar Reinforcing Steel (Bridge)	LBS

Standard contract items should be used whenever possible and especially for contracts to be advertised by Caltrans. A list of standard contract items is available through the OSFP web site.

Also submitted with the special provisions shall be a completed “Memo to Specifications Engineer/Estimator” form. This purpose of this form is to identify crucial aspects of projects that writers and reviewers of the special provision must consider. An example of



this form is attached, but the most current version must be used and is available through the OSFP web site.

Deliverables

<u>Item</u>	<u>Number of Copies for Each PS&E Stage</u> ¹		
	<u>Initial</u>	<u>Intermediate</u>	<u>Final</u>
Structure Special Provisions (paper) ³	6	6	-- ²
Structure Special Provisions–electronic (.doc) ³	1	1	-- ²
Memo to Specification Engineer/Estimator	3	--	-- ²
Roadway Special Provisions (paper) ³	4	4	1
Roadway Special Provisions–electronic (.doc) ³	1	1	1

¹ At the discretion of the OSFP Liaison Engineer.

² Number of copies shown assume that all documents were reviewed and determined to be final in previous PS&E reviews.

³ Show all edits and hidden text.

Attachments

4.6.1 Memo to Specification Engineer/Estimator (sample)



Memo To Specifications Engineer/Estimator (Sheet 1 of 4)

Structure No.				Structure Name		Date
District	County	Route	PM Start	PM End	Project ID (8 digits)	EA (5 digits)

Project Milestone Dates				
Structure P & Q	Draft Structure PS&E	Start Expedite for Final Structure PS&E	Final Structure PS&E	District PS&E

Instructions

1. Complete, print, and include 2 copies of this memo for each structure in the Structure P&Q Transmittal package.
2. Notify the Specs. Engineer and Estimator in writing for any revisions after the Structure P&Q Transmittal.
3. This memo does not replace normal communication among the project team.
4. Answer each question and give a brief comment as necessary.
5. Elaborate on ALL "YES" answers in the comments field or on an attached sheet as necessary.

Notes

1. The numbers in the brackets behind some questions refer to applicable [2010 Standard Specs. Section Number], <2006 Standard Specs. Section Number and SSPs Number>, and {Caltrans Manual Section Number}

1. Agreements and Permits (MTD 1-21)

Yes No N/A

- 1. Is there railroad, light rail, commuter train, or BART involvement?
- 2. Has railroad liaison been contacted?
- 3. Are there any permits with Fish and Game, Corps of Engineers, irrigation districts, etc.?

Comments:

2. Utilities (MTD 18)

Yes No N/A

- 1. Are there existing utilities on or near the structure?
 - 1a. Are these utilities shown on the plans?
- 2. Are there existing utilities which interfere with substructure work? [5-1.36D] <S5-775>
 - 2a. Are these utilities going to be relocated prior to substructure work?
- 3. Has the utility installation plan been submitted to the District?
- 4. Has the time required for the utility company to perform its installation or testing been determined?
- 5. Has it been determined who supplies the casings and casing/utility supports?
- 6. Are access openings required for the box girder cells?

Comments:



Memo To Specifications Engineer/Estimator (Sheet 2 of 4)

3. Traffic Considerations (MTD 1-11, MTD 9, MTD 14, BDA 10-3 to 10-8)

Yes No N/A

- 1. Are there stage construction requirements?
- 2. Are there traffic handling requirements for falsework erection and removal? [12-4.02] <12-
 - 2a. Is there a temporary detour plan?
 - 2b. Will traffic be allowed to be stopped?
- 3. Are the vertical and horizontal openings for falsework sufficient? [12-4.02] <12-030>
 - 3a. If so, provide the minimum width and height of opening. _____
- 4. Are there any pedestrian opening requirements? [12-4.02] <12-030>
 - 4a. If so, provide minimum width and height of opening. _____
- 5. Will the District cover the K-rail and crash cushions for falsework protection and staging?
- 6. Will traffic be detoured for bridge removal? <15-805>
- 7. Will a protective cover be required? [15-4.01C(2)(b)] <15-805>
- 8. Are there additional traffic considerations on this project? (e.g. night work, lane closures)

Comments:

4. Geotechnical (BDA 15-2 to 15-6)

Yes No N/A

- 1. Has the geotechnical review been scheduled?
 - 1a. Provide date for the geotechnical review. _____
- 2. Are there surcharge requirements? [19-6.03D] <19-500>
- 3. Are there settlement periods? [19-6.03D] <19-500>
- 4. Are there excavations or CIDH piles in wet or caving conditions? [19-3, 49-1.03] <19-590, 49-
 - 5. Are there excavations that require or allow blasting? [19-4_X1, 19-4_X2] <19-705, 19-706>
 - 6. Are there known hazardous materials present? [49-1.03] <49-200>
 - 7. Is there unsuitable foundation material present? [19-3] <19-520>
 - 8. Are there predrilling requirements? [49-2.01C(4)] <49-210>
 - 9. Is pile load testing required? (If so, list control area for each test pile location.) [49-
 - 10. Do any CIDH piles require permanent shells or casings? (If not, skip down to Question 11.
 - 10a. Are these piles designed to have geotechnical capacity along their length? [49-
 - 10b. Are these CIDH piles end bearing? [49-3.02C(4)] <49-310>
 - 11. Are steel pipe piles designed to be non-redundant? [49-2.02B(1)(a)] <49-350, 49-360>
 - 12. Are there special pile designs?
 - 12a. If so, list. _____
 - 13. Are there special shoring or underpinning requirements?
 - 14. Is there a minimum "T" dimension required for alternative "X" piles for lateral load? [49-
 - 15. Are there any minimum size requirements when H piles are substituted? [49-2.04B(3)] <49-
 - 16. Is the corrosion report included? [90-1.02H] <S8-C04>
 - 17. Are rock cores available? [2-1.06B] <S5-280>

Comments:



Memo To Specifications Engineer / Estimator (Sheet 3 of 4)

5. Construction Considerations

Yes No N/A

- 1. Are there any department-furnished materials? [6-2.03] <S8-M10>
- 2. Are there any special "Order of Work" requirements? [8-1.02A] <05-010>
- 3. Are temporary supports required? [48-3] <07TEMP>
- 3a. Have temporary support loads been shown on the plans?
- 4. Are there any construction window restrictions?
- 5. Are there any construction work restrictions? (e.g. Noise, vibration...)
- 6. Are there any materials which are to be salvaged? [15-2.03A(2)(b)] <15-010>
- 7. Are there any materials that need to be removed and/or replaced?
- 8. Are "As-Built" plans available? [2-1.06B] <S5-280>
- 9. Are there any mass concrete members? (structure concrete members whose least dimension exceeds 7 feet) [51-1.01A] <S1-331, 49-340>
- 10. Are any proprietary earth retaining systems eligible for use? [47-2.01A, 47-2.04, 47-3.01, 47-6.01A, 47-6.01C] <19-600, 19-601>
- 11. Are any retaining walls or soundwalls being designed by the District?
- 12. Is District providing the architectural treatment specifications?
- 13. For approach slab rehabilitation, have existing approach slabs been mud-jacked?
- 14. Are the limits of Refinish Bridge Deck shown on the plans? [15-5.04] <S1-800>
- 15. Are "No Splice Zones" shown on the plans? {MTD 20-9}
- 16. Are Ultimate Splices required for bar reinforcement? {Seismic Critical Elements, MTD 20-9}
- 17. Are Service Splices required for bar reinforcement? {Capacity Protected Components, MTD 20-9}
- 18. Are seismic hooks required for bar reinforcement at any location? If so, list.
- 19. Is there epoxy-coated reinforcement?
 - 19a. Is epoxy-coated reinforcement prefabricated? [52-2.03A(1)] <S2-650>
 - 19b. Is epoxy-coated reinforcement post-fabricated? [52-2.02A(1)] <S2-640>
- 20. Are there any existing painted structures to be blast cleaned or removed?
 - 20a. Are there any hazardous materials in the existing paint system? [14-11.08] <15-025>
- 21. Are permanent steel deck forms allowed? [51-1.03C(2)(c)(i)] <S1-360>
- 22. Are there any non-standard items (aesthetic treatment, modified barriers, proprietary items, trade names, etc.)? {MTD 1-32}
- 23. Are there structural precast elements in the project? * [90-5.01] <S8-C15, S8-C20>
- 23a. Are precast elements designed using non-standard shapes? (i.e. with very thin sections or complicated architectural treatment)
- 23b. Are precast elements designed using non-standard rebar configurations? (i.e. highly congested or complicated reinforcement)
- 24. Are there any other unique considerations?
- 25. Are there alternatives or options allowed?
- 26.
 - A. Are sound walls existing or being constructed on or adjacent to a new bridge?
 - B. Are buffer zones existing or being constructed adjacent to a new bridge?
 - C. Are polyester concrete overlays being constructed on a new bridge? [15-5.06] <S1-806>(If answer "yes" to ANY questions in No. 26, mark "N/A" in No. 27)
- 27.
 - A. Is a new bridge being constructed in an urban area? [51-1.03(5)(b)] <S1-375>
 - B. Is this bridge located adjacent to residential areas, hospitals, schools, churches, parks, picnic/recreation areas, playgrounds, hotels, or motels?
 - C. Is the speed limit on the bridge 40 MPH or greater?(If answer "yes" to ALL questions in No. 27, list the bridge below as being in a "Noise Sensitive Area of Frequent Human Use")



Memo To Specifications Engineer / Estimator (Sheet 4 of 4)

- 28. Are there any bridges with methacrylate deck treatment or polyester concrete overlay work that are within 100 feet of a residence, business, or public space? [15-5.05, 15-5.06] <51-

* Note to No. 23: Contractors have the option of using self consolidating concrete (SCC) to manufacture precast elements. Answer "Yes" to No. 23a or 23b would require mock-ups be constructed before precast production work. Mock-ups can significantly increase the cost of the precast elements, and should only be required for non-standard precast construction.

Comments:

6. Estimating (BDA 11)

Yes No N/A

- 1. Do the summary sheets match the Marginal Estimate?
- 2. Are quantities complete?
- 3. Is there any work that will require supplemental funds (extra work)?
- 4. Are there any construction work time restrictions? (e.g. night shift, double shift...)
- 5. Proposed construction start date?
- 6. Are lane closure charts applicable to this project? (If so, please attach)
- 7. Are there any items that will require more than the specified working drawing review
- 8. Are there any delays due to closure pours? (MPD 9-3)

Comments:

7. Miscellaneous

Yes No N/A

- 1. Are the plans complete and checked?
- 2. Will there be major revisions to the plans?
- 3. Are Preliminary Investigation reports, pictures, etc. available?
 - 3a. If so, list name of contact.

Comments:

8. Unresolved Issues

Project Engineer Date Phone No.

Branch Chief Date Phone No.

c: Branch Chief
File