

New Jersey Department of Transportation
QUALITY IMPROVEMENT ADVISORY

QUALITY MANAGEMENT SERVICES

Manager: Brian Strizki

Telephone: (609) 530-6363

QIA No. QIA011

Approved: Brian Strizki

Date: 04/02/98

Process Affected:

Scope Design Right of Way Utilities Environmental Historic Construction

Bureaus Affected:

Procedure(s) Affected: Design
Project Management

Route & Section:

County/Municipality:

Project Summary: N/A

Nature of Problem(s):

The findings of several 70% - 90% completion meetings indicated that there is a lack of current or complete survey information and/or reliance of "As-built" plans. Site information taken from older drawings is being incorporated into the design of projects. Maintenance contracts and safety upgrade contracts have altered the original information. Problems have occurred such as: traffic control plans conflict with existing conditions, inaccurate utility locations, inaccurate surveys and insufficient structural data. When the plans are in conflict with the actual field conditions, unnecessary delays, re-design, quality and extra costs will incur.

Recommendation(s):

In order to improve the quality of the plans and specifications as well as ensure timely completion of the projects, all designers must follow, but not be limited to the following procedures:

- Perform a formal field review (can be done jointly with NJDOT) prior to submissions. On full oversight projects, FHWA shall be invited to participate in this field review.
- Verify that the **latest** As-Built plans are utilized when doing initial design work.
- Verify existing site conditions by conducting As-Built surveys. (should include data such as monuments, landmarks, utilities, etc.)
- Consult with Maintenance to incorporate other work that was completed within the project limits.
- ROW changes may necessitate schedule adjustment.
- As-built Plans should not be relied on solely for new projects.
- Construction should ensure that all changes on construction projects are incorporated into the As-Built plans.

Implementation: *Effective immediately*

Impact Assessment:

Schedule Quality Cost Scope

Cost Impact:



Superseded