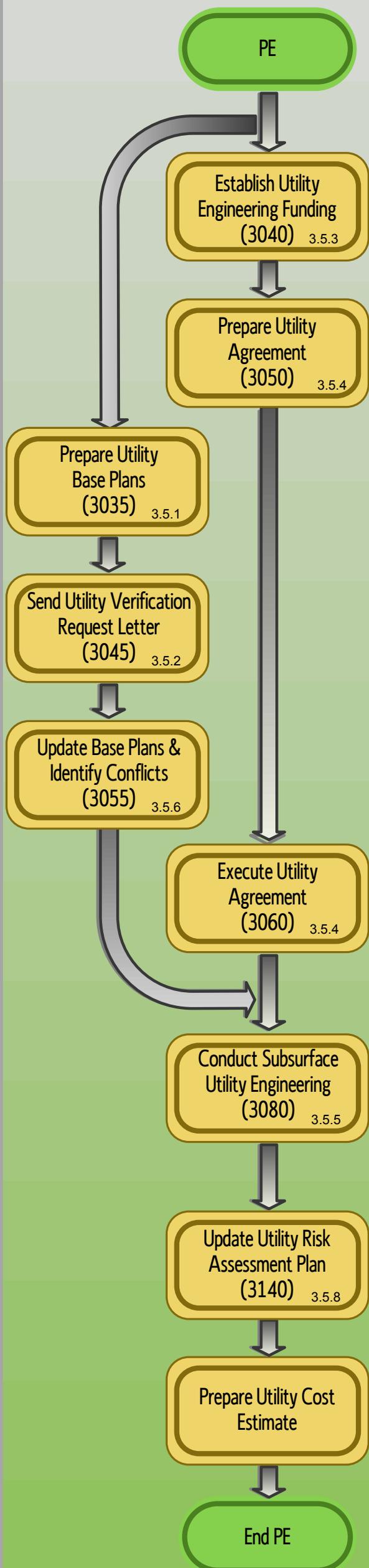


Utility Management Preliminary Engineering



Utilizing the order of magnitude utility preliminary engineering estimate obtained in Concept Development from the Utility Contact Letter, the Project Manager requests preliminary engineering funding from Program Coordination. If no preliminary engineering estimate was received, an anticipated utility design estimate is projected for the corresponding utility company. Program Coordination authorizes utility engineering funding.

The Project Manager prepares a Utility Engineering Construction Agreement (UECA) and sends to the Office of Utility Management for review and concurrence. Upon receiving concurrence, the Project Manager sends the UECA to utility companies for signature (an authorization date should be included in the transmittal letter for the owners to incur engineering costs). On Projects of Division Interest, prior to sending the UECA's to the utility companies, the Project Manager forwards copies to FHWA.

The Designer prepares utility base plans from field survey data to show existing surface utility facilities.

The Designer submits the Utility Verification Request Letter and two sets of the utility base plans to each utility company to identify their existing facilities on the utility base plans.

The Designer incorporates the collective utility company comments onto the utility base plans. Identify potential utility conflicts between existing utility facilities and proposed design. The Designer and utility companies identify potential subsurface utility engineering (SUE) test pit locations, if necessary, to verify the exact location of utilities.

The Project Manager obtains the signed Utility Engineering Construction Authorization (UECA) from the utility companies and forwards to the Deputy Attorney General (DAG) for review and approval. Once approval is received, the Project Manager prepares a Department Action Slip (AD-12) for each UECA for internal circulation and signature. Once the UECA's are executed, the Project Manager prepares letters of transmittal and sends the UECA's to the utility companies.

The Designer determines the appropriate Quality Level (Level A, B, C or D) of utility data required for the given project and presents their recommendation to the Project Manager. If approved, the Designer conducts SUE in order to determine the exact location of underground utilities. The Designer must confirm with the utility company if previous SUE activities have been performed for the conflict area and if horizontal and vertical data exists. The Designer prepares a SUE report and includes the survey notes from the SUE Contractor or utility company with the report.

Designer updates the Utility Risk Assessment Plan to note any changes in utility related risks. The Designer then informs the Project Manager to update the Project Risk Register as needed.

NOTE: This occurs in parallel with Update Preliminary Detour & Construction Plans (3130).

The Designer prepares the Utility Cost Estimate using the Utility Risk Assessment Plan along with information gathered during Concept Development and Preliminary Engineering. The designer incorporates the Utility Cost Estimate within the Construction Cost Estimate (3135) and submits to the Project Manager.