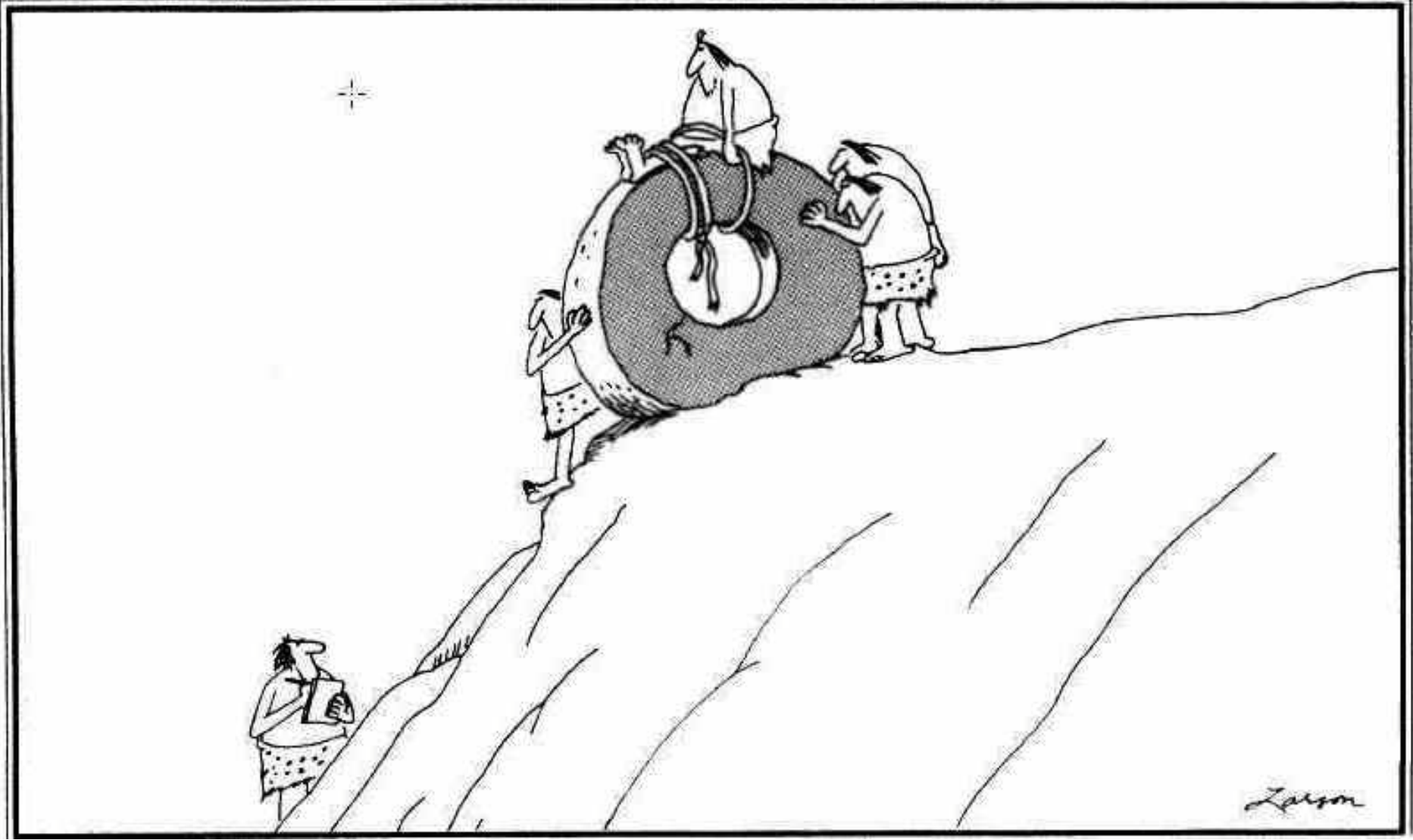


***SPECIAL NOTES FOR UTILITY
CLEARANCE
IMPACT ON CONSTRUCTION***

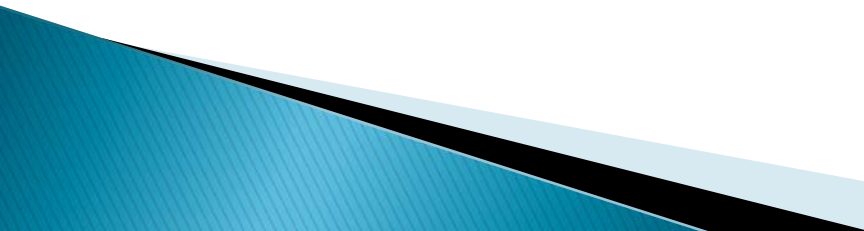
**Fundamental Need
and Purpose for
Utility Impact Notes**





Early experiments in transportation

Five Goals for this Session:

- ❖ To answer the question “What is a Utility Note?”
 - ❖ Briefly discuss Federal & State Requirements for Utility Notes
 - ❖ Look at the purpose(s) for Utility Notes
 - ❖ Look at the needs for a standardized format for Utility Notes
 - ❖ Introduce the standardized Utility Note template
- 

WHAT IS A UTILITY NOTE?

- A representative document prepared by the Cabinet in coordination with Utility Companies.
- Direction for the potential Roadway Contractor relative to the potential utility issues in the area of proposed roadway construction.
- Contractual identification of utilities that either ARE or ARE NOT affected by the proposed construction. There are no MAYBE's.
- A utility coordination document that bridges Project Development and Project Delivery, in effect taking a project from the final design phase to construction.

REQUIREMENTS FOR UTILITY NOTES

FEDERAL REQUIREMENT ?

TITLE 23 CFR 635.309(c)(b)

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PART 635 – CONSTRUCTION AND MAINTENANCE

Sec. 635.309 Authorization.

Subpart C– Physical Construction Authorization



REQUIREMENTS FOR UTILITY NOTES

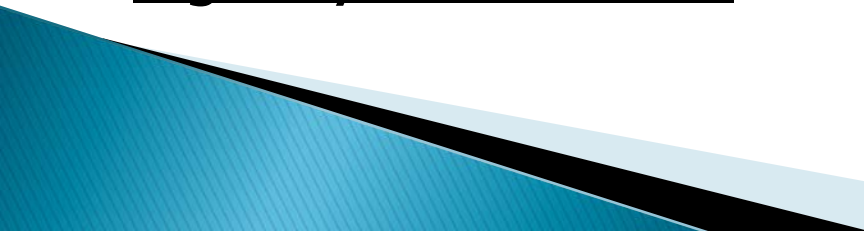
TITLE 23 CFR 635.309(c)(b)

PART 635–CONSTRUCTION AND MAINTENANCE

Subpart C--Physical Construction Authorization
Sec. 635.309 Authorization.

Authorization to advertise the physical construction for bids or to proceed with force account construction thereof shall normally be issued as soon as, but not until, all of the following conditions have been met:

REQUIREMENTS FOR UTILITY NOTES

- (a) The plans, specifications, and estimates (PS&E) therefore have been approved.
 - (b) A statement is received from the State, either separately or combined with the information required by Sec.635.309(c), that either all right-of-way clearance, utility, and railroad work has been completed or that all necessary arrangements have been made for it to be undertaken and completed as required for proper coordination with the physical construction schedules. Where it is determined that the completion of such work in advance of the highway construction is not feasible or practical due to economy, special operational problems and the like, there shall be appropriate notification provided in the bid proposals identifying the right-of-way clearance, utility, and railroad work which is to be underway concurrently with the highway construction.
- 

REQUIREMENTS FOR UTILITY NOTES

STATE REQUIREMENT ?

- ❑ There are no legislative requirement for utility notes on State funded projects, but as a general rule Utility Notes should be submitted on all PS&E projects.
- ❑ There is, however, a Kentucky legislative requirement for protection of Utilities during construction or excavation activities known as:

“The Kentucky Dig Law”.

“ The Kentucky Dig Law ”

KRS 367.4901

**Created 1994
Ky. Acts ch. 425
effective January 1, 1995.**

**Amended 2000
Ky. Acts ch. 222
effective July 14, 2000.**

Last Revised in 2008




KRS 367.4901 Legislative declaration

(Short title for KRS 367.4901 to 367.4917.)

The General Assembly finds that the objective of underground facility damage prevention and the resulting benefits of public and workplace safety and protection of consumer services *require an effective underground damage prevention procedure.*


KRS 367.4901 to 367.4917, which may be cited as the "Underground Facility Damage Prevention Act of 1994," are created to provide for this procedure and accomplish this objective.

PURPOSE OF UTILITY NOTES

- **To contractually identify all utilities located within the project disturb limits.**
 - **To ensure the road contractor protects any existing utilities from damage caused by operations connected with the road construction.**
 - **To notify the potential road contractor of any utilities that are within the project limits but are clear of the proposed roadway construction.**
- 

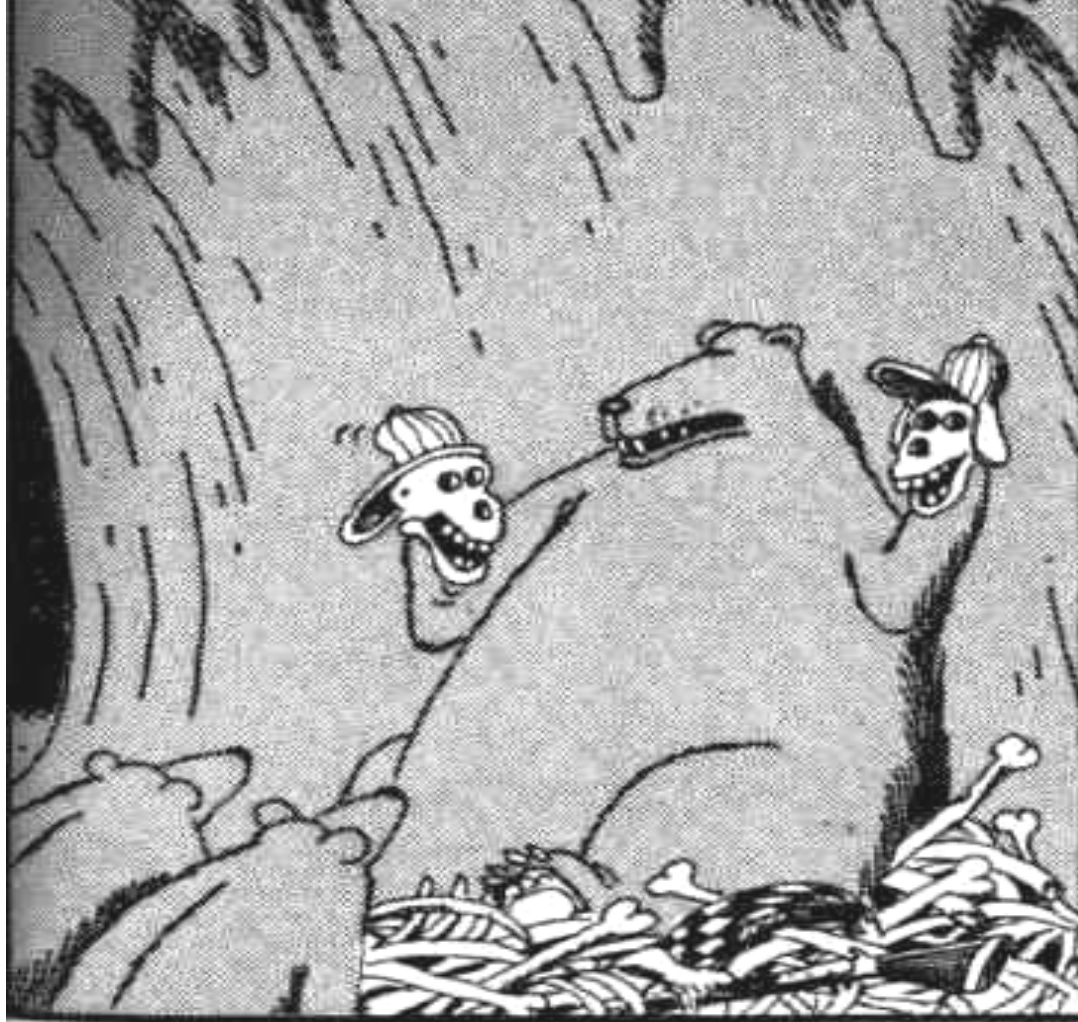
PURPOSE OF UTILITY NOTES

(continued)

- **To readily identify any utilities which are not clear of the proposed road work and their effect on the proposed roadway construction.**
 - **To call out any utilities which have not been relocated and to detail any work involved on the part of the potential contractor to relocate said utility facility on behalf of the Utility Company.**
 - **To identify any existing problems with utilities prior to the contract being bid and awarded.**
- 

WHY A STANDARDIZED NOTE?

- The Utility Note is a document representative of KYTC and its Project Partners.
- Variations in forms from District to District could lead to confusion and misinterpretation on the part of the potential road Contractor.
- Misinterpretation of information provided on a Utility Note could result in:
 - higher initial bid prices
 - additional project costs due to change orders
 - unsafe working conditions for anyone on the jobsite
 - disruptions in utility services to customers
 - major delays to road contract while repairs are made
 - damage claims by multiple parties
 - poor perception of KYTC project management by public



“OK, one more time and it’s off to bed for the both of you...
‘Hey, Bob. Think there are any bears in this old cave?’...
‘I dunno, Jim. ..Let’s take a look.’ “

**Let's Take A Look ...
At the**

UTILITY NOTE TEMPLATE



SPECIAL NOTES FOR UTILITY CLEARANCE

IMPACT ON CONSTRUCTION

COUNTY, FEDERAL PROJECT # (Constr. Phase if applicable)
UNIFIED PROJECT NUMBER (Fund Program , County #, eMARS #)
ROAD NAME (NUMBER)/PROJECT DESCRIPTION
SIX YEAR PLAN ITEM NUMBER (if applicable)

GENERAL PROJECT NOTE ON UTILITY PROTECTION

Insert Special Instructions or General Notes (as below) for projects where no utility impact is expected. Utility coordination efforts determined that no significant utility relocation work is required to complete the project. Any work pertaining to these utility facilities is defined in the bid package and is to be carried out as instructed by the Kentucky Transportation Cabinet. The contractor will be responsible for any coordination or adjustments that are discussed or quantified in the contract proposal. (List N/A or None when applicable)

NOTE: DO NOT DISTURB THE FOLLOWING UTILITIES LOCATED WITHIN THE PROJECT DISTURB LIMITS

List all applicable utilities whose facilities are present and are not to be disturbed by proposed road construction activities. List the Owner, Utility Type, Utility Size and Utility Location for each. (List N/A or None when applicable)

The Contractor is fully responsible for protection of all utilities listed above

THE FOLLOWING COMPANIES ARE RELOCATING/ADJUSTING THEIR UTILITIES WITHIN THE PROJECT LIMITS AND WILL BE COMPLETE PRIOR TO CONSTRUCTION

List all applicable utilities whose facilities are being relocated at the time this note is written. List the Owner, Utility Type, Utility Size and Utility Location for each. If a utility's relocation work has not been completed at the writing of this note a completion date should be provided. If the work will not be completed by the letting date or it is uncertain whether the relocation work will be completed list the utility in the next block. (List N/A or None when applicable)

THE FOLLOWING COMPANIES HAVE FACILITIES TO BE RELOCATED/ADJUSTED BY THE COMPANY OR THE COMPANY'S SUBCONTRACTOR AND IS TO BE COORDINATED WITH THE ROAD CONTRACT

List all applicable utilities whose facilities relocation either will not be completed prior to the letting date of the road construction or that will begin and be completed by the utility after the road contract letting date. During construction these areas are not to be disturbed by or conflict with road construction activities. List the Owner, Utility Type, Utility Size, both current and proposed utility location and a firm completion date for each. A completion date MUST be provided for any such utility work. (List N/A or None when applicable)

THE FOLLOWING COMPANIES HAVE FACILITIES TO BE RELOCATED/ADJUSTED BY THE ROAD CONTRACTOR AS INCLUDED IN THIS CONTRACT

List all applicable utilities whose facilities are to be relocated by the Cabinet's contractor as part of the road construction project. List the Owner, Utility Type, Utility Size, and both current and proposed Utility Location for each. (List N/A or None when applicable.)

COUNTY, FEDERAL PROJECT # (Constr. Phase if applicable)
UNIFIED PROJECT NUMBER (Fund Type, County #, eMARS #)
ROAD NAME (NUMBER)/PROJECT DESCRIPTION
SIX YEAR PLAN ITEM NUMBER (if applicable)

JEFFERSON COUNTY, IMD 2653 (024)
FD54 056 84370 02U
LOUISVILLE AND SOUTHERN INDIANA
OHIO RIVER BRIDGES PROJECT
ITEM NO. 5-733.20

GENERAL PROJECT NOTE ON UTILITY PROTECTION

Insert general notes as below for projects where no utility impact expected

Utility coordination efforts determined that no significant utility relocation work is required to complete the project. Any work pertaining to these utility facilities is defined in the bid package and is to be carried out as instructed by the Kentucky Transportation Cabinet. The contractor will be responsible for any coordination or adjustments that are discussed or quantified in the proposal.

(List N/A or None when applicable)

**NOTE: DO NOT DISTURB THE FOLLOWING UTILITIES LOCATED
WITHIN THE PROJECT DISTURB LIMITS**

List all applicable utilities whose facilities are present and are not to be disturbed during construction activities. List Utility Type, Utility Size, Utility Location for each.

(List N/A or None when applicable)

The Contractor is fully responsible for protection of all utilities listed above

**THE FOLLOWING COMPANIES ARE RELOCATING/ADJUSTING THEIR UTILITIES
WITHIN THE PROJECT LIMITS AND WILL BE COMPLETE PRIOR TO CONSTRUCTION**

List all applicable utilities whose facilities are being relocated at the time this note is written. List the Utility Type, Utility Size and Utility Location for each. If the utility's relocation work has not been completed at the writing of this note a completion date should be provided. If the work will not be completed by the letting date or it is uncertain whether the relocation work will be completed list the utility in the next block.

(List N/A or None when applicable).

THE FOLLOWING COMPANIES HAVE FACILITIES TO BE RELOCATED/ADJUSTED BY THE COMPANY OR THE COMPANY'S SUBCONTRACTOR AND IS TO BE COORDINATED WITH THE ROAD CONTRACT

List all applicable utilities whose facilities relocation either will not be completed prior to the letting date of the road construction or that will begin and be completed by the utility after the road contract letting date. During construction these areas are not to be disturbed by or conflict with road construction activities. List Owner, Utility Type, Utility Size, both current and proposed utility location and a firm completion date for each. A completion date MUST be provided for any such utility work.

(List N/A or None when applicable)

(NOTE: Use the following Text Only If Applicable) The Department will consider submission of a bid as the Contractor's agreement to not make any claims for additional compensation due to delays or other conditions created by the operations of (Utility Company(s) Name). Working days will not be charged for those days on which work on (Utility Company(s) Name) facilities is delayed, as provided in the current edition of the KY Standard Specifications for Road and Bridge Construction. Should a difference of opinion arise as to the rights of the Contractor and others working within the limits of, or adjacent to the project, the KYTC Resident Engineer will decide as to the respective rights of the various parties involved in order to assure the completion of the Department's work in general harmony and in a satisfactory manner, and his decision shall be final and binding upon the Contractor.

**THE FOLLOWING COMPANIES HAVE FACILITIES TO BE
RELOCATED/ADJUSTED BY THE ROAD
CONTRACTOR AS INCLUDED IN THIS CONTRACT**

List all applicable utilities whose facilities are to be relocated by the Cabinet's contractor as part of the road construction project. List Utility Type, Utility Size, and both current and proposed Utility Location for each.

(List N/A or None when applicable)

SPECIAL CAUTION NOTE – PROTECTION OF UTILITIES

The contractor will be responsible for contacting all utility facility owners on the subject project to coordinate his activities. The contractor will coordinate his activities to minimize and, where possible, avoid conflicts with utility facilities. Due to the nature of the work proposed, it is unlikely to conflict with the existing utilities beyond minor facility adjustments. Where conflicts with utility facilities are unavoidable, the contractor will coordinate any necessary relocation work with the facility owner and Resident Engineer. The Kentucky Transportation Cabinet maintains the right to remove or alter portions of this contract if a utility conflict occurs.

The utility facilities as noted in the previous section(s) have been determined using data garnered by varied means and with varying degrees of accuracy: from the facility owners, a result of S.U.E., field inspections, and/or reviews of record drawings. The facilities defined may not be inclusive of all utilities in the project scope and are not Level A quality, unless specified as such. It is the contractor's responsibility to verify all utilities and their respective locations before excavating.

BEFORE YOU DIG

The contractor is instructed to call 1-800-752-6007 to reach KY 811, the one-call system for information on the location of existing underground utilities. The call is to be placed a minimum of two (2) and no more than ten (10) business days prior to excavation. The contractor should be aware that owners of underground facilities are not required to be members of the KY 811 one-call Before-U-Dig (BUD) service. The contractor must coordinate excavation with the utility owners, including those whom do not subscribe to KY 811. It may be necessary for the contractor to contact the County Court Clerk to determine what utility companies have facilities in the area.

Please Note: The information presented in this Utility Note is informational in nature and the information contained herein is not guaranteed.

AREA UTILITIES CONTACT LIST

Utility Company/Agency

Contact Name

Contact Information

NOTE: Under current policy providing this information as part of the Utility Note is at the Utilities Supervisor's discretion.



SPECIAL NOTES FOR UTILITY CLEARANCE

IMPACT ON CONSTRUCTION

HARRISON COUNTY
JL04 049 55080 02U
WEST CYNTHIANA BYPASS (US27) SECTION 2
ITEM NO. 6-119.51

GENERAL PROJECT NOTE ON UTILITY PROTECTION

The information provided below in these Special Notes for Utility Clearance, Impact on Construction may not be exact or complete. The information provided is for the contractor's use in planning the execution of the work. It shall be the road contractor's responsibility to verify the completeness and/or accuracy of all such information being furnished.

Flowable Fill Requirement

The road contractor MUST use flowable fill as the backfill media any place gas, water and sewer lines cross under existing or proposed roadway surfaces. It should also be noted that the cost of the flowable fill shall be incidental to the cost of the gas, water or sewer line being installed.

Maintenance of Utility Services

All existing gas, water and sanitary sewer services are to be maintained throughout road construction. Temporary gas, water and sewer facilities to maintain service are to be provided and paid for by the road contractor as incidental to road construction. No additional compensation will be paid the contractor for temporary work and materials to maintain existing gas, water and sewer services. No unauthorized discharge of sewage due to the road contractor's work will be allowed.

Utility Shutdowns

The contractor shall notify the utility owner(s) of all planned shutdowns of utility mains or utility service to customers at least three business days in advance. Advance notice will allow for customers to be notified by the utility owner. Any unannounced disruption of gas, water, or sanitary sewer services or mains that inconveniences any customer is to be avoided.

Damage to Utilities

Any intentional or accidental disruption of service due to damage to gas, sewer or water mains caused by any of the contractor's operations without three days advance notice to the utility owner shall be cause for the Cabinet to charge liquidated damages in the amount of five thousand dollars per day (\$5,000/day) per occurrence against the contractor until such time as the utility main is restored.

Any intentional or accidental disruption of any individual gas, water or sewer service caused by any of the contractor's operations without three days advance notice to the utility owner shall be cause for the Cabinet to charge liquidated damages in the amount of five thousand dollars per day (\$5,000/day) per occurrence against the contractor until such time as the utility main is restored.

SPECIAL NOTES FOR UTILITY CLEARANCE

IMPACT ON CONSTRUCTION

HARRISON COUNTY
JL04 049 55080 02U
WEST CYNTHIANA BYPASS (US27) SECTION 2
ITEM NO. 6-119.51

Any intentional or accidental disruption of any individual gas, water or sewer service caused by any of the contractor's operations without three days advance notice to the utility owner shall be cause for the Cabinet to charge liquidated damages in the amount of five hundred dollars per day (\$500/day) per occurrence against the contractor until such time as service is restored.

In the case of a main disruption, liquidated damages shall be charged at the main disruption rate only. Liquidated damages shall not be charged in addition for service disruptions when a main disruption is involved.

Utility Inspection

The Utility Owners will provide inspection when utility work is being performed by the contractor on their respective utility owner's facilities. It will be the road contractor's responsibility to notify the appropriate utility owner for inspection.

External Utility Permits

Kentucky Division of Water permits for water relocation construction were not available before bidding. These items will be distributed at the preconstruction meeting.

Utility Phasing

The contractor should be aware that some utilities will need to be relocated first to accommodate the relocation of others. The contractor should review the plans and draw his own conclusions as to the phasing of the work of various utilities. The contractor should pay close attention to the proximity of construction of new facilities when working in the vicinity of existing water mains to prevent blow-outs.

NOTE: DO NOT DISTURB THE FOLLOWING UTILITIES LOCATED WITHIN THE PROJECT DISTURB LIMITS

CSX RAILROAD is involved on this project and all guidelines and specifications required by CSX Railroad shall be complied with by the roadway contractor. Appropriate notes are included elsewhere in the project proposal.

The Contractor is fully responsible for protection of all utilities listed above

THE FOLLOWING COMPANIES ARE RELOCATING/ADJUSTING THEIR UTILITIES WITHIN THE PROJECT LIMITS AND WILL BE COMPLETE PRIOR TO CONSTRUCTION

None

SPECIAL NOTES FOR UTILITY CLEARANCE

IMPACT ON CONSTRUCTION

HARRISON COUNTY
JL04 049 55080 02U
WEST CYNTHIANA BYPASS (US27) SECTION 2
ITEM NO. 6-119.51

THE FOLLOWING COMPANIES HAVE FACILITIES TO BE RELOCATED/ADJUSTED BY THE COMPANY OR THE COMPANY'S SUBCONTRACTOR AND IS TO BE COORDINATED WITH THE ROAD CONTRACT

KENTUCKY UTILITIES COMPANY (Electric) and BLUEGRASS ENERGY (Electric) are currently relocating their overhead electric facilities and expect to be complete by August 1, 2011. After August 1, 2011, working days will not be charged for utility relocation delays that are impacting controlling operations. Once work has begun by the roadway contractor, additional compensation for delay costs will not be considered. In the event any of these utility owners are still relocating their facilities the roadway contractor is expected to cooperate and coordinate with utility owner until completion of relocation.

COLUMBIA GAS OF KENTUCKY is in the process of relocating their underground gas distribution facilities located along the North side of KY 356 and expects to be finished by August 1, 2011. After August 1, 2011, working days will not be charged for utility relocation delays that are impacting controlling operations. Once work has begun by the roadway contractor, additional compensation for delay costs will not be considered. In the event any of these utility owners are still relocating their facilities the roadway contractor is expected to cooperate and coordinate with utility owner until completion of relocation. The roadway contractor shall not begin any grading operations between Station 231+50 to Station 233+00 until contacting Columbia Gas of Kentucky. Contact Mr. Bryan Slone (859) 288-0253.

AT&T OF KENTUCKY (Telephone) and TIME WARNER CABLE (CATV) are currently in the process of relocating their overhead facilities and are expected to be completed by August 1, 2011. These facilities are located along the North side of KY 356 and along KY 36. After August 1, 2011, working days will not be charged for utility relocation delays that are impacting controlling operations. Once work has begun by the roadway contractor, additional compensation for delay costs will not be considered. In the event any of these utility owners are still relocating their facilities the roadway contractor is expected to cooperate and coordinate with utility owner until completion of relocation. NOTE: The road contractor shall be required to use the services of a line clearance certified subcontractor to perform the necessary tree removal and/or tree trimming of any trees that the road contractor must remove as part of the road contract, that have the possibility of falling into electric power lines during the removal process. The road contractor shall have on hand the necessary documentation demonstrating the qualifications of the line clearance certified subcontractor and shall supply same to the resident engineer and/or utility owner upon request.

SPECIAL NOTES FOR UTILITY CLEARANCE

IMPACT ON CONSTRUCTION

HARRISON COUNTY
JL04 049 55080 02U
WEST CYNTHIANA BYPASS (US27) SECTION 2
ITEM NO. 6-119.51

**THE FOLLOWING COMPANIES HAVE FACILITIES TO BE RELOCATED/ADJUSTED BY THE ROAD
CONTRACTOR AS INCLUDED IN THIS CONTRACT**

CITY OF CYNTHIANA existing water and sanitary sewer facilities located along the North side of KY 356 are to be relocated as part of the Section One roadway contract. Section One is scheduled to be let in the May 2011 letting with work beginning around July 1, 2011. The proposed water and sanitary sewer facilities are expected to be relocated around January 1, 2012. The Section Two roadway contractor will not be allowed to work in the area located between Station 231+50 to Station 233+00 until these existing water and sanitary sewer facilities are relocated. After January 1, 2012 working days will not be charged for utility relocation delays that are impacting controlling operations. Once work has begun by the roadway contractor, additional compensation for delay costs will not be considered. The road contractor is expected to cooperate and coordinate with these utility owners until completion of these utility relocations.

The City of Cynthiana has also proposed a steel encasement pipe and water line as shown on Utility Plan sheet at approximate Station 315+00. This water line is to be constructed by the road contractor as shown on plans and detail sheets inserted into the roadway plans with specifications contained in the proposal. Alignment changes to proposed water facilities to accommodate unforeseen field conditions are possible. However, it is the responsibility of the roadway contractor to communicate any proposed main alignment changes to the respective utility's inspector and the KYTC Resident Engineer or their designated representative prior to actually modifying the proposed main alignment.

This utility owner will provide inspection when the contractor is performing work. It will be the road contractor's responsibility to notify the appropriate utility owner for inspection.

SPECIAL NOTES FOR UTILITY CLEARANCE

IMPACT ON CONSTRUCTION

HARRISON COUNTY
JL04 049 55080 02U
WEST CYNTHIANA BYPASS (US27) SECTION 2
ITEM NO. 6-119.51

AREA UTILITIES CONTACT LIST

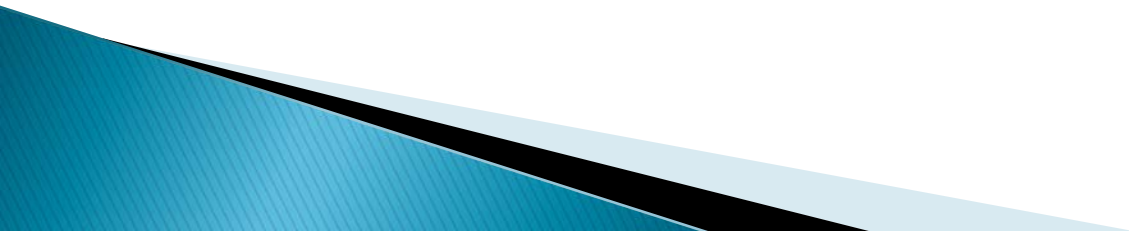
<u>Utility Company/Agency</u>	<u>Contact Name</u>	<u>Contact Information</u>
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WORKING WITH THE UTILITY IMPACT NOTE TEMPLATE



Microsoft Office
Word Template

QUESTIONS ???



Thanks for your help and hard work!

Additional questions or comments? Feel free to call me

Tom Capshaw

Right of Way & Utilities

Kentucky Transportation Cabinet

(502) 564-3210 Ext. 3445

Thomas.Capshaw@ky.gov

