

# Rail Coordination

Allen Rust, EIT  
KYTC Division of Right of Way and Utilities



# Rail Coordination

- Plans Development
- Agreement Process
- Plan Review Process
- PS&E Procedures
- Construction and Inspection
- Fiscal Management
- Tracking Procedures



# Plans Development

- Determination of need for new/improved highway
- Pre-Design Meeting
- Prepare project file
- Preliminary Line and Grade Inspection
- Final Plans in Hand Inspection



# Agreement Process

- Plans submitted to Railroad
- Railroad supplies cost estimates, comments, etc.
- Contract Agreement Drafted



# Plan Review Process

- Review construction plans for Railroad details
  - Railroad comments and requirements
  - Railroad detail sheet
  - Crossing pavement elevation sheet
  - Any other necessary amendments
- Avoid delays in both time and money



# PS&E

(Plans, Specifications, & Estimates Section)

- Division of Construction Procurement
- Special Notes for Protection of Railway Interests
  - Flagging notes
  - Insurance requirements
  - Train Info
- Project Summary Sheet



# Construction and Inspection

- District Utilities Supervisor coordinates all work by the Rail Companies
- “Notification of Utility Relocation and/or Adjustment” completed by District
- Inspections by District
- **ALL WORK BY THE RAIL COMPANIES MUST BE DOCUMENTED**
- Invoices and Billing



# Fiscal Management

- Final Invoice indicates work is completed
- Audits
  - Not required for each project
  - Random projects are selected
  - Can be requested
  - Requests sent to Branch Manager of the External Audit Staff
- Files kept for 20 years



# Tracking Procedures

- Aware of all Railroad projects in Six-Year Plan
- ORACLE
  - Item Number
  - Letting Date
  - “RAILROAD INVOLVEMENT”
- Monthly status checks



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