

Utilities

The following items from the April 2006 Partnering for Innovative Efficiencies meeting supplement all current utility guidance.

1. Involving utility partners earlier by hosting informational meetings and including representatives on core teams: Each District Utility Engineer (DUE) shall hold a minimum of one annual meeting with utilities to discuss current STIP projects in their district. The annual meeting shall be held during the STIP preparations, ideally between January and May. The DUE shall invite all utility companies that have facilities in the district. Intent is to provide the utility companies with an idea of upcoming projects to allow them the opportunity to plan and budget for potential adjustment of their facilities, identify both MoDOT and utility company roadblocks, and develop action plans in order to complete utility relocations better, faster and cheaper.

The DUE, in conjunction with the Project Manager, is expected to invite and encourage participation of utility company representatives on MoDOT core teams as needed.

2. Revise specifications to allow alternative or additional materials to be used on utility relocations: Utility companies will be allowed to use any material as a carrier and encasement for their product provided they accept responsibility for any future repairs and/or replacement of MoDOT facilities should a failure occur. Location of the facility, both horizontal and vertical (depth), shall remain at the direction of MHTC. This will allow the utility to use current technology and procedures to provide the best value for their subscribers and the taxpayers of Missouri.

3. Whenever practical, acquire utility right of way (easements) at the same time as roadway right of way to speed project delivery and minimize the number of contacts with property owners. The Project Manager (PM) will prompt the District Utility Engineer (DUE) to ask the utility owners to identify any easement need or opportunity they have that MoDOT may accommodate during the MoDOT acquisition process. The request will be made at the preliminary plan stage. PMs insure proper documentation is received from the utility prior to requesting right of way plans approval. The District Right of Way Manager ensures proper documentation is received before an acquisition date ("A" date) is requested. Early notification of the utility is mandatory to allow sufficient time for the utility to prepare relocation plans and provide the DUE with appropriate easement needs. As a minimum, the DUE is to verify the utility is aware of MoDOT's opportunity to acquire the easements and is to receive a written "yes" or "no" about the utility's desire for MoDOT to acquire the easements.

4. Include utility relocation plans and existing utilities in the roadway plans. The PM ensures relocation plans are shown on the plans at the plans, specifications and estimate (PS&E) stage while the DUE coordinates with the appropriate utility company. In the PS&E cover letter, the PM references any issue related to existing facilities or the relocation of utilities shown or not shown on the plans. Since the addition of third-party supplied utility location information could

subject the MHTC to additional liability, the disclaimer below is to be incorporated into the Utility JSP:

The existence and approximate location of utility facilities known to exist, as shown in the plans, are based upon the best information available to the Commission at this time. This information is provided by the Commission “as-is” and the Commission expressly disclaims any representation or warranty as to the completeness, accuracy, or suitability of the information for any use. Reliance upon this information is done at the risk and peril of the user, and the Commission shall not be liable for any damages that may arise from any error in the information.

5. Implement appropriate subsurface utility engineering (SUE) on utility mapping. SUE can be used on any project. Adjustment cost savings, whether to MHTC or the utility, are beneficial to the taxpayer. Good SUE projects are typically urban, in congested areas, where the project footprint is to be minimized or anytime accurate vertical and horizontal location of the facility might allow a design to avoid the facility and thus prevent the adjustment.