

New Jersey Department of Transportation

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Baseline Document Change Announcement

Map Filing Law Requirements

BDC01S-8

August 9, 2001

Subject: Revisions to the 1996 Standard Specifications as amended by the 1998 Supplemental Specifications, Subsections 101.02 Abbreviations, 101.03 Terms, 105.03 Plans and Specifications, 105.11 Construction Stakes, Lines and Grades, 107.16 Protection and Restoration of Property Markers and Land Monuments, 108.03 Commencement of Work, 108.06 Limitations of Operations, 611.04 Monuments and 611.06 Resetting Monuments and Monument Boxes.

The revisions to the above noted subsections are made in accordance with *Map Filing Law*, NJSA. 46:23-9.10 et seq, and the applicable provisions of NJAC 13:40-5.1 et seq, to ensure work consistency, as well as, proper documentation of work performed.

The revisions require setting of proposed monuments to be performed under the responsible charge of the Contractor's Land Surveyor at locations shown in the Construction Plans and the Right-of-Way (R.O.W.) Plans. The applicable R.O.W. Plans will be made available to interested Contractors during Advertisement and provided to the low bidder prior to Award of Contract.

Further revisions require the Contractor's Land Surveyor to establish existing and proposed R.O.W. lines at locations for on site storage of equipment, material and plants as the first order of work. As a final point, the Contractor's Land Surveyor must provide the Engineer with signed and sealed documentation of the work performed.

Therefore, the revisions are incorporated in Standard Input (SI98DOT2) as follows:

101.02 Abbreviations.

THE FOLLOWING IS ADDED:

ROW Right-of-Way

101.03 Terms.

THE TERM 'CONTRACT DOCUMENTS' IS CHANGED TO:

CONTRACT DOCUMENTS. The term "Contract Documents" includes: Advertisement for Proposal, Proposal, Certification as to Publication and Notice of Advertisement for Proposal, Appointment of Agent by Nonresident Contractors, Noncollusion Affidavit, Warranty Concerning Solicitation of the Contract by Others, Resolution of Award of Contract, Executed Form of Contract, Performance Bond and Payment Bond, Standard Specifications, Supplemental Specifications, Special Provisions, Plans, Right-Of-Way Plans, Addenda, or other information mailed or otherwise transmitted to the prospective bidders prior to the receipt of bids, Change Orders, Field Orders, and Supplementary Agreements, all of which are to be treated as one instrument whether or not set forth at length in the form of Contract.

Note: As used in Sections 102 and 103 only, Contract Documents do not include Change Orders, Field Orders, and Supplementary Agreements. As used in Section 102 only, Contract Documents also do

not include Resolution of Award of Contract, Executed Form of Contract, and Performance and Payment Bond.

THE FOLLOWING TERMS ARE ADDED:

CONTRACTOR'S LAND SURVEYOR. A person who is legally authorized to practice land surveying in New Jersey in accordance with the provisions of P.L. 1938 c. 342 (C 45:8-27 et seq). who is in responsible charge of all surveying work and setting, moving or resetting of monuments; he or she may be either an employee of the Contractor or under a subcontract with the Contractor to provide such land surveying services.

EASEMENT. The right to use the land of others for a specific or particular purpose consistent with the grant under which it was made.

RIGHT-OF-WAY PLANS. The most current revisions of the General Property Parcel Maps and Entire Tract Maps approved for use in setting the existing and proposed Right-of-Way, including setting out or laying out of various easements within which items of work are to be constructed or used to enable construction thereof.

105.07 Coordination of Plans, Specifications, and Addenda.

THIS SUBSECTION HEADING IS CHANGED TO:

105.07 Coordination of Plans, Right-of-Way Plans, Specifications, and Addenda.

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THE SECOND PARAGRAPH IS CHANGED TO:

In case of discrepancy, calculated dimensions will govern over scaled dimensions; Plans will govern over Specifications; Right-of-Way Plans will govern over Plans when setting monuments, Special Provisions will govern over Supplemental Specifications; and Supplemental Specifications will govern over Standard Specifications.

105.11 Construction Stakes, Lines, and Grades.

A. For Projects with Construction Layout as a Pay Item.

THE FOLLOWING IS ADDED AFTER THE SECOND PARAGRAPH:

The Contractor shall provide the Engineer with copies of any and all calculations and staking data at least two Working Days prior to the use of said stakeout information. The survey notes and data shall include, but not be limited to, field notes that were used to establish and set construction stakes, field notes for the alignment, horizontal and vertical project control, and field notes to document the easement and the monument locations.

B. For Projects without Construction Layout as a Pay Item.

THE FOLLOWING IS ADDED AFTER THE FIRST PARAGRAPH:

The Engineer will provide the Contractor with copies of any and all calculations and staking data at least two Working Days prior to the use of said stakeout information. The survey notes and data shall include, but not be limited to, field notes that were used to set construction stakes, field notes for the alignment, horizontal and vertical project control, and field notes to document the Easement and the monument locations.

SUBPARTS C. AND D. ARE CHANGED TO:

C. Vertical Control. Where construction layout is a Pay Item, and prior to the beginning of any construction work which requires accurate elevations, rough grading and clearing not included, the vertical control network shall be verified in the field by the Contractor's Land Surveyor. The Contractor shall be responsible for the verification work. In most cases, some vertical control is provided for the Project as shown on the Plans. This control must be verified in the field using, at a minimum, third-order, Class I, procedural standards and equipment. In addition, supplemental benchmarks may be required to provide a denser network for efficient construction surveys. Any discrepancies or errors shall be brought to the attention of the Engineer for resolution prior to proceeding with the Work. The Contractor shall provide the State with the field notes and calculations of the field verification of the vertical control.

D. Horizontal Control. When construction layout is a Pay Item, the Contractor's Land Surveyor shall be responsible to recover, verify, and check the horizontal control shown on the Plans. The Contractor shall be responsible for all the verification work. The field verification shall be performed at the beginning of the

Project, as the control line(s) establish(es) a network of control points which are the basis for all subsequent horizontal work on the Project.

The Contractor's Land Surveyor shall use, at a minimum, third-order, Class I accuracy and procedures to establish and re-establish the horizontal control line. The Project baseline(s) shall be verified and established during the early phases of the Project. This baseline establishes a network of control monuments that are the basis for all subsequent horizontal surveys on the Project. Any discrepancies or errors shall be brought to the attention of the Engineer for resolution prior to proceeding with the Work. The Contractor shall provide the field notes and calculations of the field verification work.

107.16 Protection and Restoration of Property Markers and Land Monuments.

THIS SUBSECTION IS CHANGED TO:

The Contractor shall be responsible for the preservation of all public and private property markers and shall protect carefully from disturbance or damage all land monuments and property markers until the Contractor's Land Surveyor has referenced their location. Monuments and markers, that have been set by governmental and public agencies, shall be moved as directed once the Contractor's Land Surveyor has performed all survey work related to the movement of the aforementioned monuments and markers. If the Engineer discovers any errors in the survey, the cost of checking and correcting these errors will be deducted from any monies due or that may become due the Contractor.

All Geodetic Control Markers such as monuments, disks, and benchmarks within the Project site shall be carefully protected and shall not be disturbed by construction activities. Where such markers are located within the Project and are in danger of destruction or disturbance, the Contractor shall cause its Land Surveyor to properly and accurately relocate all such affected markers prior to disturbing the location of the original markers. All survey work shall be in accordance with the Geodetic Mark Preservation Guidebook as prepared by National Geodetic Survey. Copies of the guidebook are available from the Geodetic Control Survey Unit, New Jersey Department of Transportation, PO BOX 600, Trenton, New Jersey 08625. The Contractor shall certify in writing to the Geodetic Survey Control Unit that all the survey work was performed in accordance with this guidebook.

108.06 Limitations of Operations

THE FOLLOWING IS ADDED:

As a first order of Work, the Contractor's Land Surveyor shall establish the existing and proposed Right-of-Way lines on the Project site at those locations where on site storage of equipment, materials and plant(s) are to be placed.

SECTION 611 - MONUMENTS

611.04 Monuments.

THE FOLLOWING IS ADDED:

Monuments are to be set under the responsible charge of the Contractor's Land Surveyor according to the applicable provisions of the Map Filing Law N.J.S.A. 46:23-9.10 et seq., the applicable provisions of N.J.A.C. 13:40-5.1 et seq. and according to the tie and alignment data on tie sheets contained within the Plans, and within the ROW Plans.

611.06 Resetting Monuments and Monument Boxes.

THE FIRST PARAGRAPH IS CHANGED TO:

Monuments and monument boxes that are to be relocated or reset shall not be moved or disturbed until they have been properly referenced. The Contractor's Land Surveyor shall provide the signed and sealed documentation of the survey field work and office survey work to the Engineer. The Monuments shall be reset upon written approval from the Engineer. The Contractor's Land Surveyor shall verify and provide the final location of the new and reset monuments. Geodetic control monuments shall not be reset or relocated until written approval is received from the agency that established the monuments. New Jersey Geodetic Control Survey is the agency responsible for the New Jersey Geodetic Control monuments and the National Geodetic Survey monuments.

THE FOLLOWING IS ADDED AFTER THE FIRST PARAGRAPH:

Where a monument is under the control or the responsibility of a public entity other than NJDOT, that particular entity shall be directly contacted by the Contractor prior to resetting said monument and advised of the need to reset its monument. The Contractor shall abide by the applicable requirements of that public entity prior to resetting said monument. The Contractor shall provide the Resident Engineer with copies of all correspondence between such public entity, as well as, with all written requirements or guidelines issued by that public entity prior to resetting any monument.

Instruction to Designers

The revisions shall be included in projects scheduled for **Final Design submission after August 15, 2001 and incorporated by Addenda for projects currently advertised.** The revisions will be incorporated in the Special Provisions by the respective Specification Development Group; and the Bureau of Contract Administration will prepare and incorporate an Addendum for those projects currently advertised.

Distribution and Announcement Access Information

This announcement is being distributed electronically to our in-house staff and various public agencies based on our Standard Specifications distribution list maintained by the Engineering Documents Unit.

Internet access to this BDC Announcement along with all necessary files and web links can be downloaded and viewed from the following New Jersey Department of Transportation Web Page:

<http://www.state.nj.us/transportation/cpm/BaselineDocuments/bdcdownloads.htm>

In-house staff can copy or view the above-mentioned files from the QM shared area on the NJDOT-FA-NTS7 server. To access this area, open Windows Explorer on an NJDOT Network Computer. Go to the drop down menu labeled **T**ools, and select **M**ap **N**etwork **D**rive. In the path box type in \\NJDOT-FA-NTS7\QM, then click on the OK button. All files are located in the **QM\BDC Announcements\BDC 01 Folder**. Standard Input (SI98 DOT2) files are located in the **QM\Baseline Documents & Other Attachments\Standard Input** folder.

Hard copies of this document can be acquired on a limited basis by contacting:

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