

New Jersey Department of Transportation

1035 Parkway Avenue, PO Box 600, Trenton, New Jersey 08625-0600



Baseline Document Change Announcement

Procedures Manual, Subsections 3.3, 4.1, 4.2, 4.3, and 4.4

BDC99PR-008

June 5, 2000

Subject: Revisions to Procedures Manual, Subsections 3.3, 4.1, 4.2, 4.3, and 4.4 for dissolving the Technical Specifications Unit and other incidental changes.

The above mentioned subsections to the Procedures Manual have been revised to provide for dissolving the Technical Specification Unit and reassigning of the unit's former responsibilities.

The revisions include the expansion of the Preliminary Submission for the development of the Special Provisions, construction schedule and engineer's estimate; clarification and guidelines for the development of Special Provisions; replacement of the existing procedures for multi-year funding in Subsection 4.3, with the procedures originally in CAN028 dated February 24, 2000; clarification of the addendum process; clarification of the DPS&E/verification process and clarification for the use, processing and approval of non-standard items/work and non-standard proprietary items.

The attached files shall be incorporated into the Procedures Manual as follows:

SUBSECTION

INSERTION

Subsection 3.3	Replaces existing pages 3.3-31 through 3.3-36
Subsection 4.1	Replaces existing pages 4.1-9 and 4.1-10
Subsection 4.2	Replaces existing pages 4.2-1 through 4.2-4
Subsection 4.3	Replaces existing pages 4.3-2 through 4.3-9
Subsection 4.3	Replaces existing pages 4.3-16 through 4.3-23 and adds pages 4.3-31 through 4.3-33
Subsection 4.4	Replaces existing pages 4.4-1 through 4.4-5

Instructions to Designers

All of these revisions are effective immediately, except that the submissions requirements for the Initial Design Submission are not required until June 30, 2000.

This BDC assigns the responsibilities of the former Design Coordination Unit to the Quality Assurance Review Unit with respect to review issues and to in-house production teams with respect to production issues and the responsibilities of the former Technical Specifications Unit to applicable Specification Development Groups. There was an attempt to change all references to the Units throughout the Procedures Manual based on the mentioned criteria. However, if there was any references to the

Design Coordination or Technical Specification Units, that were inadvertently unchanged in the Procedures Manual, or appear in any other Department document, the same criteria shall be followed.

This BDC shall be used in conjunction with BDC99PR-006 dated May 19, 2000.

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Recommended By:

Original Signed
Brian Strizki
Manager, Quality Services

Attachment

BJS/JF

Approved By:

Original Signed
W. Dennis Keck
Assistant Commissioner,
Capital Program Management

Superseded