



**STATE OF TENNESSEE
DEPARTMENT OF TRANSPORTATION
NASHVILLE, TENNESSEE 37243-0348**

INSTRUCTIONAL BULLETIN No. 07-19

Regarding the Placement of Special Notes on the Plans

Effective for the February 8, 2008 letting (December 5, 2007 Plans Turn-in Date), Special Notes are to be placed and identified on the plans as follows:

1. Special Notes are to be placed immediately following General Notes in the plans.
2. Special Notes are to be identified with the header "Special Notes". The heading "Special Notes" should not be included as a sub-header under General Notes.
3. The Index Sheet should include "Special Notes" when applicable.
4. General Notes that are modified are to be included as Special Notes.
5. Special Notes are to be grouped together and sub-headers used. For modified general notes, the same sub-header found in the general notes should be used in the Special Notes. Special Notes specific to the project should be placed under the appropriate sub-header or an appropriate sub-header be created.
6. Notes requested by the Environmental Division should be included as Special Notes except for special circumstances that require the note to be shown on the specific plan sheet for which the note applies. In these cases, a special note should be included in the Special Notes indicating the location of the note.
7. For notes added at the direction of the Environmental Division, the following sub-headers should be used:
 - A. Environmental - Air and Noise
 - B. Environmental - Archaeology
 - C. Environmental - Ecology
 - D. Environmental - Hazardous Materials
 - E. Environmental - Historic Preservation
 - F. Environmental - Mitigation
 - G. Environmental - Permits

Notes in the Design Guidelines and other Instructional Bulletins specified to be placed in other locations in the plans should continue to be placed as directed.

An example General Notes and Special Notes sheet is attached.

Original signed by Jeff C. Jones
Jeff C. Jones, C. E. Director
Design Division

Attachment

JCJ:MA:ma
August 14, 2007

YEAR	PROJECT NO.	SHEET NO.
2007 BRZE-9998 (11)		ZC

GENERAL NOTES

GRADING

- (1) ANY AREA THAT IS DISTURBED OUTSIDE LIMITS OF CONSTRUCTION DURING THE LIFE OF THIS PROJECT SHALL BE REPAIRED BY THE CONTRACTOR AT HIS EXPENSE.
 - (2) CERTIFICATION FOR ALL BORROW PITS MUST BE OBTAINED IN ACCORDANCE WITH SUBSECTION 107.06 OF THE STANDARD SPECIFICATIONS.
 - (3) THE CONTRACTOR SHALL NOT DISPOSE OF ANY MATERIAL EITHER ON OR OFF STATE-OWNED ROW, IN A REGULATORY FLOOD WAY AS DEFINED BY THE FEDERAL EMERGENCY MANAGEMENT AGENCY WITHOUT APPROVAL BY SAME. ALL MATERIAL SHALL BE DISPOSED OF IN UPLAND (NON-WETLAND) AREAS AND ABOVE ORDINARY HIGH WATER OF ANY ADJACENT WATERCOURSE. THIS DOES NOT ELIMINATE THE NEED TO OBTAIN ANY OTHER LICENSES OR PERMITS THAT MAY BE REQUIRED BY ANY OTHER FEDERAL, STATE OR LOCAL AGENCY.
- ### SEEDING AND SODDING
- (4) ALL EXISTING ROADS WITHIN THE RIGHT-OF-WAY AND NOT IN THE GRADED AREA THAT ARE TO BE ABANDONED SHALL BE SCARIFIED, OBLITERATED, TOPSOILED AND SEEDED. SCARIFYING AND OBLITERATING THE PAVEMENT WILL NOT BE MEASURED AND PAID FOR DIRECTLY, BUT THE COST WILL BE INCLUDED IN THE COST OF OTHER ITEMS. TOPSOIL IN A LOCATION SHALL BE PAID FOR UNDER ITEMS 203-04 AND/OR 203-07. SEEDING, IN ACCORDANCE WITH SECTION 801 OF THE STANDARD SPECIFICATIONS, WILL BE MEASURED AND PAID FOR UNDER ITEM 801-01.
 - (5) SOD SHALL BE PLACED AT LOCATIONS SHOWN ON THE PLANS TO PREVENT DAMAGE TO ADJACENT FACILITIES AND PROPERTY DUE TO PROSSION ON ALL NEWLY GRADED CUT AND FILL SLOPES AS WORK PROGRESSES.
 - (6) ITEM NO. 801-01, SEEDING (WITH MULCH), SHALL BE USED ON ALL SLOPES.
- ### GUARDRAIL
- (7) GUARDRAIL IS TO BE COMPLETE IN PLACE BEFORE THE MAINLINE ROADWAY IS OPENED TO TRAFFIC.
- ### DRAINAGE
- (8) THE CONTRACTOR SHALL SHAPE DITCHES TO THE SPECIFIED DESIGN. THIS WORK WILL NOT BE MEASURED AND PAID FOR DIRECTLY, BUT THE COST WILL BE INCLUDED IN THE COST OF OTHER ITEMS.
 - (9) CULVERT EXCAVATION FOR CONCRETE BOX OR SLAB TYPE CULVERTS OR BRIDGES WILL NOT BE MEASURED AND PAID FOR DIRECTLY, BUT THE COST WILL BE INCLUDED IN THE COST OF OTHER ITEMS.
 - (10) THE CUTTING OF INLET AND OUTLET DITCHES WHERE SHOWN ON PLANS OR AS DIRECTED BY THE ENGINEER WILL BE MEASURED AND PAID FOR AS ITEM NO. 203-01 ROAD AND DRAINAGE EXCAVATION (UNCLASSIFIED).
 - (11) WHERE A CULVERT (PIPE, SLAB OR BOX) IS MOVED TO A NEW LOCATION OTHER THAN THAT SHOWN ON THE PLANS, INCREASING OR DECREASING THE LENGTH OF THE CULVERT SHALL BE MEASURED AND PAID FOR. THE AMOUNT OF PAYMENT WILL BE MADE DUE TO SUCH CHANGE.
 - (12) DURING CONSTRUCTION OF DRAINAGE STRUCTURES ALL COST ASSOCIATED WITH MAINTAINING THE FLOW OF WATER AND TRAFFIC, AT THESE STRUCTURES DURING THE PHASED CONSTRUCTION OF THIS PROJECT ARE TO BE INCLUDED IN THE UNIT PRICE OF THE DRAINAGE STRUCTURES AND TRAFFIC CONTROL ITEMS.

MISCELLANEOUS

- (13) THE CONTRACTOR SHALL BE REQUIRED TO REMOVE AND RESET MAILBOXES WHERE AND AS DIRECTED BY THE ENGINEER.
- (14) NOTHING IN THE GENERAL NOTES OR SPECIAL PROVISIONS SHALL RELIEVE THE CONTRACTOR FROM HIS RESPONSIBILITIES TOWARD THE SAFETY AND CONVENIENCE OF THE GENERAL PUBLIC AND THE RESIDENTS ALONG THE PROPOSED CONSTRUCTION AREA.

SPECIAL NOTES

CONSTRUCTION WORK ZONE & TRAFFIC CONTROL NOTES

- (1) ADVANCED WARNING SIGNS SHALL NOT BE DISPLAYED MORE THAN SEVENTY-TWO (72) HOURS BEFORE PHYSICAL CONSTRUCTION BEGINS. SIGNS MAY BE ERRECTED UP TO ONE WEEK BEFORE NEEDED, IF THE SIGN FACE IS FULLY COVERED.

EROSION CONTROL

- (2) REFER TO THE EROSION CONTROL PLAN, SHEET 10C, FOR NOTES REGARDING SEASONAL WORK LIMITATION OR LIMITATION ON THE TOTAL AREA OF EXPOSED SOIL.

EXCAVATION OR PLACEMENT OF RIP-RAP IN THE DRY

- (3) ANY EXCAVATION OF THE STREAM CHANNEL AREA (e.g., FOR PIER FOOTING OR RIP-RAP PLACEMENT) SHALL BE SEPARATED FROM FLOWING WATER OR EXPECTED FLOW PATH AND PERFORMED DURING LOW FLOW CONDITIONS. THIS SHALL BE ACCOMPLISHED BY THE USE OF SHEET PILES, DREDGERS, CHANNEL WELLS AND BAGS OR CLEAN ROCK BARRIERS, JERSEY BARRIERS, ETC. ALL WORK FOR EXCAVATION IN THE STREAM CHANNEL AREA INCLUDING EROSION PREVENTION AND SEDIMENT CONTROL PLAN, SHALL BE PAID FOR UNDER ITEM NO. 209-65.20.21, 22. SEQUENCING FOR CONSTRUCTION IN THE DRY (DESCRIPTION), LS. THIS ITEM SHALL INCLUDE ALL COSTS FOR MATERIALS, LABOR, MAINTENANCE, REMOVAL, SITE RESTORATION, AND OTHER MISCELLANEOUS ITEMS.

ENVIRONMENTAL-ECOLOGY

- (4) STAFF FROM TDOT ENVIRONMENTAL DIVISION OR A DESIGNEE WILL ADVISE THE CONTRACTOR DURING THE PRE-CONSTRUCTION MEETING CONCERNING WHEN ENVIRONMENTAL DIVISION PERSONNEL OR DESIGNATED CONSULTANT WILL NEED TO BE ON-SITE FOR WORK BEING DONE WHICH COULD AFFECT THE STREAM OR SPECIES.
- (5) STAFF FROM THE TDOT ENVIRONMENTAL DIVISION OR A DESIGNEE WILL ATTEND THE PRE-CONSTRUCTION MEETING FOR ALL PROJECTS WHICH HAVE THREATENED OR ENDANGERED SPECIES OR CRITICAL HABITAT PROXIMAL TO SCHEDULED BRIDGE WORK. THIS WILL PROVIDE THE OPPORTUNITY TO ENSURE THAT PERSONNEL INCLUDING THE CONTRACTOR'S PERSONNEL AND SUBCONTRACTORS ARE MADE AWARE OF THE NECESSARY PRECAUTIONS WHICH MUST BE FOLLOWED.
- (6) ALL BRIDGE PROJECTS WITH THREATENED OR ENDANGERED SPECIES OR CRITICAL HABITAT IDENTIFIED MUST HAVE MEASURES IN PLACE TO CONTAIN CONCRETE DUST, CEMENT DUST AND ALL OTHER MATERIALS. THESE MATERIALS ARE NOT ALLOWED TO ENTER THE STREAM.
- (7) ANY DRIVEWAY WORK AT THE HISTORIC PROPERTY WILL BE AS MINIMAL AS POSSIBLE.

ENVIRONMENTAL-HISTORIC PRESERVATION

- (7) ANY DRIVEWAY WORK AT THE HISTORIC PROPERTY WILL BE AS MINIMAL AS POSSIBLE.

ROAD CLOSURE NOTES

- (15) NO LESS THAN SEVEN (7) DAYS PRIOR TO THE CLOSURE OF THE ROAD, THE CONTRACTOR SHALL NOTIFY THE FOLLOWING INDIVIDUALS OR AGENCIES COMPLETELY DESCRIBING THE AFFECTED ROADS AND THE APPROXIMATE DURATION OF THE CONSTRUCTION. THESE PARTIES INCLUDE: (1) LOCAL FIRE DEPARTMENT, (2) AMBULANCE SERVICE, (3) LOCAL SCHOOL SUPERINTENDENT, (4) UNITED STATES POSTAL SERVICE, AND (6) LOCAL ROAD SUPERINTENDENT.

PAVEMENT MARKINGS

- (16) PERMANENT PAVEMENT LINE MARKINGS SHALL BE REELECTRIFIED PAINT INSTALLED TO PERMANENT STANDARDS AT THE END OF EACH DAY'S WORK. SHORT UNMARKED SECTIONS SHALL NOT BE ALLOWED. THESE MARKINGS WILL BE MEASURED AND PAID FOR UNDER ITEM NO. 716-10.01 PAINTED PAVEMENT MARKING (4" LINE), LIN. MI.

GRADED SOLID ROCK

- (17) THE ROCK FILL (GRADED SOLID ROCK) MATERIAL SHALL CONSIST OF SOUND, NON-DEGRADABLE LIMESTONE OR SANDSTONE WITH A MAXIMUM SIZE OF 3'-0", AT LEAST 50% (BY WEIGHT) OF THE ROCK SHALL BE UNIFORMLY DISTRIBUTED BETWEEN 1'-0" AND 3'-0" IN DIAMETER, AND NO GREATER THAN 10% (BY WEIGHT) SHALL BE LESS THAN 2" IN DIAMETER. THE MATERIAL SHALL BE ROUGHLY EQUI-DIMENSIONAL; THIN, SLABBY MATERIALS WILL NOT BE ACCEPTED. THE CONTRACTOR SHALL BE REQUIRED TO PROCESS THE MATERIAL WITH AN ACCEPTABLE MECHANICAL MEANS (A SCREENING PROCESS CAPABLE OF PRODUCING A FINED GRAPE-NO. 10). THE ROCK SHALL BE AND MOVED BY THE REPRESENTATIVE OF THE DIVISION OF MATERIALS AND TESTS BEFORE USE.

- (18) THIS GRADED SOLID ROCK MATERIAL SHALL BE PLACED IN LAYERS NOT EXCEEDING FIVE FEET IN DEPTH.

CONSTRUCTION WORK ZONE & TRAFFIC CONTROL NOTES

- (19) IF THE CONTRACTOR MOVES OFF THE PROJECT, HE SHALL COVER OR REMOVE ALL UNNEEDED SIGNS AS DIRECTED BY THE ENGINEER. COSTS OF REMOVAL, COVERING, AND REINSTALLING SIGNS SHALL NOT BE MEASURED AND PAID FOR SEPARATELY, BUT ALL COSTS SHALL BE INCLUDED IN THE ORIGINAL UNIT PRICE BID FOR ITEM NO. 712-06, SIGNS (CONSTRUCTION) PER SQUARE FOOT.
- (20) A LONG TERM BUT SPORADIC USE WARNING SIGN, SUCH AS A FLAGGER SIGN, MAY REMAIN IN PLACE WHEN NOT REQUIRED PROVIDED THE SIGN FACE IS FULLY COVERED.
- (21) TRAFFIC CONTROL DEVICES SHALL NOT BE DISPLAYED OR ERRECTED UNLESS RELATED CONDITIONS ARE PRESENT, NECESSITATING WARNING.
- (22) USE OF BARRICADES, PORTABLE BARRIER RAILS, VERTICAL PANELS, AND DRUMS SHALL BE LIMITED TO THE IMMEDIATE AREAS OF CONSTRUCTION ALONG A HAZARD IS PRESENT. THESE DEVICES SHALL NOT BE STORED ALONG THE ROADWAY WITHIN THIRTY (30) FEET OF THE EDGE OF THE ROADWAY. BRIDGE RAIL AND BARRIERS INSTALLED FOR OTHER PURPOSES FOR ROADWAYS WITH CURRENT ADTS LESS THAN 1500 AND DESIGN SPEED OF LESS THAN 60 MPH, THIS DISTANCE SHALL INCREASE TO FORTY-FIVE (45) FEET FOR ROADWAYS WITH CURRENT ADTS OF 1500 OR GREATER AND DESIGN SPEED OF 60 MPH OR GREATER OR ON THE OUTSIDE OF A HORIZONTAL CURVE. THESE DEVICES SHALL BE REMOVED FROM THE CONSTRUCTION WORK ZONE WHEN THE ENGINEER DETERMINES THEY ARE NO LONGER NEEDED. WHERE THERE IS INSUFFICIENT ROOM WITHIN THE PROJECT TO PROVIDE FOR THIS REQUIRED SETBACK, THE CONTRACTOR SHALL REQUEST THE ENGINEER'S APPROVAL TO USE THEM.

TENNESSEE D.O.T.	DESIGN DIVISION	FILE NO.
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