

Superseded by PCDM-15

PRECONSTRUCTION DESIGN MEMORANDUM

MEMO: PCDM-06

SUBJECT: Dates for Assembling Information for Construction Obligations

Please follow the attached schedule when submitting project information for federal fiscal year 2017, beginning with the October 2016 construction obligation.



James W. Kendall, Jr.
Preconstruction Support Engineer

May 20, 2016
Effective Date

JWK:afg

Attachment

ec:

Leland Colvin, Acting Deputy Secretary for Engineering

Randall Young, Acting Chief Engineer for Project Delivery

Ladd Gibson, Director of Preconstruction

Mike Barbee, Director of Rights of Way

Heather Robbins, Director of Environmental Services

Jim Feda, Director of Maintenance

Tony Fallaw, Director of Traffic Engineering

Todd Steagall, Director of Construction

Lynsee R. Gibson, Director of Program Controls

Herbert J. Cooper, Local Program Administrator

John Boylston, RP Engineer - Lowcountry/Pee Dee

Chris Lacy, Interim RP Engineer - Midlands

Philip Sandel, Interim RP Engineer - Upstate

Steve Ikerd, FHWA

Tad Kitowicz, FHWA

File:PC/JWK



DATES FOR ASSEMBLING INFORMATION ON CONSTRUCTION OBLIGATIONS FOR FEDERAL FISCAL YEAR 2017 BEGINNING WITH OCTOBER 2016

5/20/2016

	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT
OBLIGATION MONTH												
If the project requires PS&E review/approval by FHWA due to its designation as a PoDI ¹ , submit Complete Plans ² to Preconstruction Support for QA review	18-Jul	15-Aug	13-Sep	17-Oct	15-Nov	12-Dec	9-Jan	13-Feb	13-Mar	17-Apr	16-May	12-Jun
If the project requires PS&E review/approval by FHWA due to its designation as a PoDI, submit Letting Plans ³ to the Preconstruction Support Operations Center to prepare PS&E	15-Aug	12-Sep	11-Oct	14-Nov	13-Dec	9-Jan	6-Feb	13-Mar	10-Apr	15-May	12-Jun	10-Jul
For all other projects, submit Complete Plans ² to Preconstruction Support for QA review .	15-Aug	12-Sep	10-Oct	14-Nov	12-Dec	9-Jan	6-Feb	13-Mar	10-Apr	15-May	12-Jun	10-Jul
Letting Prep Engineer submits PS&E to FHWA for projects that require PS&E review/approval due to its designation as a PoDI	5-Sep	3-Oct	1-Nov	5-Dec	3-Jan	30-Jan	27-Feb	3-Apr	1-May	5-Jun	3-Jul	31-Jul
For all other projects, submit Letting Plans ² to the Preconstruction Support Operations Center to prepare PS&E ³	19-Sep	17-Oct	14-Nov	19-Dec	17-Jan	13-Feb	13-Mar	17-Apr	15-May	19-Jun	17-Jul	14-Aug
Plans to Engineering Reproduction Services.	20-Oct	17-Nov	22-Dec	19-Jan	16-Feb	16-Mar	20-Apr	18-May	15-Jun	20-Jul	17-Aug	21-Sep
Engineer's Estimate complete. Staff to submit Right of Way & Utility Certificates, etc. to Obligation Management Office for FHWA authorization process.	21-Oct	18-Nov	22-Dec	20-Jan	17-Feb	17-Mar	21-Apr	19-May	16-Jun	21-Jul	19-Aug	15-Sep
Let Review Meeting	24-Oct	21-Nov	28-Dec	23-Jan	21-Feb	20-Mar	24-Apr	22-May	19-Jun	24-Jul	22-Aug	25-Sep
Proposals to Engineering Reproduction Services.	27-Oct	23-Nov	28-Dec	26-Jan	23-Feb	23-Mar	27-Apr	25-May	22-Jun	27-Jul	24-Aug	28-Sep
FHWA to authorize projects.	28-Oct	23-Nov	28-Dec	27-Jan	24-Feb	23-Mar	28-Apr	26-May	23-Jun	28-Jul	25-Aug	22-Sep
All Ad information completed for Contracts Administration Office.	2-Nov	30-Nov	3-Jan	1-Feb	1-Mar	29-Mar	3-May	31-May	28-Jun	2-Aug	31-Aug	3-Oct
Advertisement printed in newspaper and posted on SCDOT website.	7-Nov	5-Dec	9-Jan	6-Feb	6-Mar	3-Apr	8-May	5-Jun	5-Jul	7-Aug	5-Sep	9-Oct
Plans and Proposals available to Contractors.	14-Nov	13-Dec	17-Jan	14-Feb	14-Mar	11-Apr	16-May	13-Jun	11-Jul	15-Aug	12-Sep	16-Oct
Deadline for submitting information for Addenda	5-Dec	3-Jan	6-Feb	6-Mar	3-Apr	1-May	5-Jun	5-Jul	31-Jul	5-Sep	2-Oct	6-Nov
Date of Letting. —————>	13-Dec	10-Jan	14-Feb	14-Mar	11-Apr	9-May	13-Jun	11-Jul	8-Aug	12-Sep	10-Oct	14-Nov

¹ Refer to PoDI listing on SCDOT website to determine which projects require PS&E submittal to FHWA

² Complete Plans contain all applicable initials from Department production staff (design leads, Design Manager, and Program Manager). Complete Plans are not required to be signed and sealed by the Engineer of Record unless deemed necessary as part of a contractual agreement governing the development of the plans.

³ Letting Plans have completed all required quality assurance reviews and contain all applicable initials from Department production and support staff. Letting Plans are required to be signed and sealed by the Engineer of Record. Submit signed and sealed unique special provisions and a project transmittal form with the Letting Plans.

⁴ The PS&E is comprised of Letting Plans, a bid proposal, and the engineer's estimate.

§ Applicable to federally funded projects of division interest only

Superseded by PCDM-15