



# New Subsection 8.14

*Utility Coordination, Documentation and Monitoring Responsibilities*

## DESIGN PHASE WORKFLOW



# Utility Reimbursement

## 25% - 75% Design Phase

Roles

MassDOT  
DESIGN  
P.M.

UTILITY

MassDOT  
State Utility  
Engineer

MassDOT  
DUCE

PROJECT DEVELOPMENT 25%  
STAGE

PUBLIC  
HEARING

PROJECT DEVELOPMENT 75%  
STAGE

MassDOT State Utility  
Engineer

MassDOT State Utility  
Engineer

UTILITY  
RELOCATION  
SCOPE  
REVIEW

UTILITY  
RELOCATION  
SCOPE  
DEVELOPMENT

UTILITY  
RELOCATION  
SCOPE  
REVIEW

UTILITY  
RELOCATION  
SCOPE  
DEVELOPMENT

Deliverables:  
Scope  
Estimate of costs  
Estimate of Durations

MassDOT State Utility  
Engineer

Deliverables:  
Scope  
Estimate of costs  
Estimate of Durations

MassDOT State Utility  
Engineer

INTEGRATE INTO  
DESIGN

INTEGRATE INTO  
DESIGN

# Utility Reimbursement

## 75 % – Final Design Phase

### Roles

MassDOT  
DESIGN  
P.M.

UTILITY

MassDOT  
State Utility  
Engineer

MassDOT  
DUCE

MassDOT  
Controls /  
Scheduler  
(w/ Area Eng)

MassDOT  
R.E. / Dist.  
Construction

CONTRACTOR

PROJECT DEVELOPMENT  
75% STAGE

PROJECT DEVELOPMENT 100%/ PS&E STAGE

Verify **CAPE** is updated w/ Force Account Costs

ADVERTISE &  
BID

PREPARE BID  
& SCHEDULE

MassDOT State Utility  
Engineer

INTEGRATE INTO DESIGN

Deliverables:  
Final Scope  
Final Estimate of costs  
Final Estimate of Durations

UTILITY  
RELOCATION  
SCOPE  
REVIEW

UTILITY  
RELOCATION  
SCOPE  
DEVELOPMENT

DEVELOP PUC  
FORM

UPDATE LIMITATIONS OF  
OPERATIONS (8.02)

CONTRACT TIME DETERMINATION  
SCHEDULE (develop or review)

VERIFY  
ACCESS  
RESTRAINTS  
&  
MILESTONES

MassDOT  
State Utility  
Engineer

FORCE  
ACCOUNT  
AGREEMENT

Pre-Con  
Meeting \*

\* District verifies that they are in receipt of all approved Force Account Agreements prior to Pre-Con