

ENGINEERING DIRECTIVE

Tom Broderick (signature on original)

CHIEF ENGINEER

Proposed Utility Relocation Durations within MassDOT Construction Contracts

Effective immediately, MassDOT shall include the time required to perform all necessary utility relocation work associated with a construction project in the proposed contract duration for all new construction contracts. The Area Construction Engineers in the Boston HQ office are responsible for calculating the proposed contract duration for all construction contracts. In order for these contract durations to include the time required to perform all necessary associated utility relocation work, the MassDOT Project Manager shall acquire all of the information regarding the duration of utility work, utility relocation sequencing and relationships between proposed utility work and other proposed construction work prior to requesting the construction contract duration.

Prior to the project's advertising, each utility owner will submit to the State Utility Engineer a scope of work, an estimate budget of costs, and the estimated durations for the phases of work needed to be done to complete the utility relocations. The State Utility Engineer shall review the information and file for future force accounts to be executed soon after the project's advertising date. This information will also be forwarded to the MassDOT Project Manager and the District Utility/Constructability Engineer. The District Utility/Constructability Engineer shall compile the information and complete a MassDOT Project Utility Coordination Form for each project. This form shall be rendered complete when all of the utility relocation scopes, budgets and duration schedules have been entered into the form.

Therefore, the Construction Contract Duration Request procedure is as follows:

1. The Project Manager (PM) shall request the District Utility/Constructability Engineer (DUCE) to forward a completed Project Utility Coordination (PUC) Form to the PM. This form shall include the durations of the utility relocations, the sequence of the utility relocations, and an estimated timeframe of when the relocations should begin and end in relation to the proposed construction contract phasing. If at the time of the PM's request for the PUC Form, a utility owner has not yet supplied the information, the DUCE may estimate the time duration for the work associated with that utility. These estimated time durations shall be properly noted within the form. If/when the utility owner does provide the duration information the DUCE shall resubmit the form to the PM so that the most accurate information is included within the construction contract and the estimated construction contract duration. If any utility owners have not provided information prior to the project's bid opening, the estimated durations shall remain within the PUC Form.

2. Upon receipt of the PUC Form, the PM will include this information within the Construction Contract Duration Request to the Construction Engineer. The Area Construction Engineer shall use this information within the calculations when deriving the overall construction contract duration.
3. The PM shall also forward the PUC Form to the project designer. The designer shall include it in the Division I "Work Schedule" section of the construction contract.*

Including this information in the construction contract documents will give proper notice to contractors that are bidding on the project of what is expected in time, scope and coordination between the contractor, MassDOT and the utility owners.

* NOTE: Division I language to precede the utility work schedule information shall state:

The utility schedule and sequence information provided in the Project Utility Coordination Form is the best available information at the time of the bid and has been considered in setting the contract duration. The information is provided for the contractors' use in developing their bids. If the contractor submits a schedule in accordance with Section 8.02 that varies from the one assumed in the Project Utility Coordination Form the contractor must coordinate the proposal with the Engineer and the Utility companies to develop a mutually agreed upon schedule prior to the start of construction.

A time extension will be granted for a utility delay only if the actual duration of the utility work is in excess of that shown on the Project Utility Coordination Form or agreed upon by all parties in the baseline schedule and the delay impacts the critical path.

Inclusion of the Project Utility Coordination information shall not be construed as changing or superseding any other provision of the contract. Utility delays, as provided by Section 5.05, are non-compensable delays. The sole remedy for utility delay is a time extension under Section 8.10.