PRECONSTRUCTION DESIGN MEMORANDUM

MEMO: PCDM-15

SUBJECT: Dates for Assembling Information for Construction Obligations

DATEL REVISED – July 19, 2019

Please follow the attached schedule when submitting project information for federal fiscal year 2020, beginning with the October 2019 construction obligation.

The following revisions have been incorporated into the Obligation Chart:

- A milestone has been added to receive utility documents from “wet utilities”.
- Projects of Division Interest (PoDIs) now include a preliminary review for FHWA during the Quality Assurance review phase. Electronic plans will be submitted to the Lettings Preparation Office to facilitate this review with FHWA.

George R. Bedenbaugh, Jr.
Preconstruction Support Engineer

July 19, 2019

Effective Date

GRB:afg
Attachment

ec:
Leland Colvin, Deputy Secretary for Engineering
Randall Young, Chief Engineer for Project Delivery
John Boylston, Director of Preconstruction
Robert Isgett, Director of Construction
David Cook, Director of Maintenance
Rob Perry, Director of Traffic Engineering
Mike Barbee, Director of Rights of Way
Chad Long, Director of Environmental Services

Jennifer Necker, RP Engineer-Lowcountry
Leah Quattlebaum, RP Engineer-Pee Dee
Philip Sandel, RP Engineer-Midlands
Julie Barker, RP Engineer-Upstate
Tad Kitowicz, FHWA

File:PC/GRB
## DATES FOR ASSEMBLING INFORMATION ON CONSTRUCTION OBLIGATIONS FOR FEDERAL FISCAL YEAR 2020 BEGINNING WITH OCTOBER 2019

<table>
<thead>
<tr>
<th>OBLIGATION MONTH</th>
<th>OCT</th>
<th>NOV</th>
<th>DEC</th>
<th>JAN</th>
<th>FEB</th>
<th>MAR</th>
<th>APR</th>
<th>MAY</th>
<th>JUNE</th>
<th>JULY</th>
<th>AUG</th>
<th>SEPT</th>
</tr>
</thead>
<tbody>
<tr>
<td>All utility documents associated with wet utilities necessary for inclusion in the transportation project must be provided by the utility to the Regional Production Group.</td>
<td>13-Jun</td>
<td>18-Jul</td>
<td>15-Aug</td>
<td>12-Sep</td>
<td>17-Oct</td>
<td>14-Nov</td>
<td>12-Dec</td>
<td>16-Jan</td>
<td>13-Feb</td>
<td>12-Mar</td>
<td>16-Apr</td>
<td>14-May</td>
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<tr>
<td>If the project requires PS&amp;E review/approval by FHWA due to its designation as a PoDI, submit Complete Plans to Preconstruction Support for QA review and Letting Prep for FHWA Preliminary Review.</td>
<td>16-Jul</td>
<td>31-Jul</td>
<td>26-Aug</td>
<td>23-Sep</td>
<td>27-Oct</td>
<td>2-Dec</td>
<td>30-Dec</td>
<td>27-Jan</td>
<td>2-Mar</td>
<td>30-Mar</td>
<td>28-Apr</td>
<td>1-Jun</td>
</tr>
<tr>
<td>$ If the project requires PS&amp;E review/approval by FHWA due to its designation as a PoDI, submit Letting Plans to the Preconstruction Support Operations Center to prepare PS&amp;E.</td>
<td>13-Aug</td>
<td>28-Aug</td>
<td>23-Sep</td>
<td>21-Oct</td>
<td>24-Nov</td>
<td>30-Dec</td>
<td>27-Jan</td>
<td>24-Feb</td>
<td>30-Mar</td>
<td>27-Apr</td>
<td>25-May</td>
<td>29-Jun</td>
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<tr>
<td>For all other projects, submit Complete Plans to Preconstruction Support for QA review.</td>
<td>12-Aug</td>
<td>28-Aug</td>
<td>23-Sep</td>
<td>21-Oct</td>
<td>24-Nov</td>
<td>30-Dec</td>
<td>27-Jan</td>
<td>24-Feb</td>
<td>30-Mar</td>
<td>27-Apr</td>
<td>25-May</td>
<td>29-Jun</td>
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<tr>
<td>Letting Prep Engineer submits PS&amp;E to FHWA for projects that require PS&amp;E review/approval due to its designation as a PoDI.</td>
<td>3-Sep</td>
<td>18-Sep</td>
<td>14-Oct</td>
<td>11-Nov</td>
<td>16-Dec</td>
<td>20-Jan</td>
<td>17-Feb</td>
<td>16-Mar</td>
<td>20-Apr</td>
<td>18-May</td>
<td>15-Jun</td>
<td>20-Jul</td>
</tr>
<tr>
<td>$ For all other projects, submit Letting Plans to the Preconstruction Support Operations Center to prepare PS&amp;E. Staff to submit Right of Way &amp; Utility Certificates, etc. to Obligation Management Office for FHWA authorization process.</td>
<td>16-Sep</td>
<td>30-Sep</td>
<td>28-Oct</td>
<td>25-Nov</td>
<td>30-Dec</td>
<td>2-Mar</td>
<td>2-Mar</td>
<td>30-Mar</td>
<td>4-May</td>
<td>1-Jun</td>
<td>29-Jun</td>
<td>3-Aug</td>
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<tr>
<td>Date of Letting.</td>
<td>10-Dec</td>
<td>14-Jan</td>
<td>11-Feb</td>
<td>10-Mar</td>
<td>14-Apr</td>
<td>12-May</td>
<td>9-Jun</td>
<td>14-Jul</td>
<td>11-Aug</td>
<td>8-Sep</td>
<td>13-Oct</td>
<td>10-Nov</td>
</tr>
</tbody>
</table>

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