



## Florida Department of Transportation

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September 1, 2015

**DCE MEMORANDUM NO. 16-15**  
*(FHWA Approved: 8/31/2015)*

**This Memo has Expired**

**TO: DISTRICT CONSTRUCTION ENGINEERS**

**FROM:** David A. Sadler, P.E., Director, Office of Construction

A handwritten signature in blue ink, appearing to read "David A. Sadler", is written over the "FROM:" line.

**COPIES:** Amy Tootle, Tom Byron, Bob Burleson, Nick Finch, Rafiq Darji

**SUBJECT: REMOVAL OF THE REQUIREMENT FOR ENDORSEMENTS**

Effective July 2015 lettings, Subarticle 102-9.1.1 requires written endorsements from the Contractor and owners representative for the Channelizing Device Supplier. However, the Department has received direction concerning endorsing outside vendors and is removing this requirement. Therefore, requirement #7 of Subarticle 102-9.1.1 will be deleted as shown below:

**102-9.1.1 Approved Independent Channelizing Device Supplier (CDS) Requirements:**

Submit the following documents to the Engineer for independent CDS approval at the preconstruction conference. CDSs may elect to provide a one-time submittal of this information for approval and have the information posted on the State Construction Office website for use by Department personnel. Inform the Engineer at the preconstruction conference of this approval.

1. A letter on company letterhead signed and dated by the owner of the company or company officer with the following information and statements:
  - a. The company's owners, stockholders, and officers.
  - b. A statement declaring that the company will not perform as a CDS on any project where there is common ownership, directly or indirectly, between the company and the Contractor.
  - c. A statement declaring that the company will furnish and maintain the condition of all channelizing devices with the exception of cones as required in 102-9.1 with its own forces.
  - d. A statement declaring at least five years of experience in providing channelizing device supplier services, with its own inventory of channelizing devices.

e. On a separate sheet, list a sample project history of the company's experience as a channeling device supplier for the five years declared in item 1(d) above including the following information:

1. Project name and number and a brief description of CDS work performed,
  2. Beginning and ending date of CDS project activities,
  3. Location of project (city, state),
  4. Monetary amount of CDS work on project,
  5. Owner of project, contact person and phone number with area code,
  6. Name of Contractor (client) that the work was performed for and phone number with area code,
  - ~~7. For each project listed, provide written endorsements from the Contractor and owners representative that administered the construction contract.~~
2. A maintenance plan for approval by the Department that outlines the frequency and methods for maintaining the condition of all channelizing devices, except cones owned and maintained by the Contractor, installed/used in the work zone.

Modify contracts let from July 2015 through December 2015 to delete requirement #7 as shown above. This memorandum serves as a blanket approval to process a \$0.00 contract change and should be attached to the Work Order or Supplemental Agreement.

If you have any questions, please contact Stefanie Maxwell at (850) 414-4314 or [Stefanie.Maxwell@dot.state.fl.us](mailto:Stefanie.Maxwell@dot.state.fl.us)

DAS/sm