

Section 5.17

SALVAGE OF MATERIALS

5.17.1 Purpose

This procedure provides instruction for delivering excess or salvageable material to Department Maintenance Offices or maintaining agencies and the Final Estimates Documentation requirements.

5.17.2 Authority

Sections 20.23(3)(a) and 334.048(3), Florida Statutes (F.S.)

5.17.3 References

Standard Specifications for Road and Bridge Construction

Basis of Estimates (BOE) Manual

5.17.4 Excess Material

Excess material is when the Department has paid for new, unused material as part of a pay item, but it is not needed on the project for which it was paid (e.g., rap millings, rip rap, fence, guardrail, etc.).

The Contractor must coordinate with the Resident Office and the District Maintenance Office prior to delivery to verify the need for the excess material and schedule delivery. If approval is given to deliver the excess material, obtain a ***Delivery Receipt of Goods*** from the Maintenance Yard upon delivery. See [CPAM 5.17.6](#).

5.17.5 Salvageable Materials

Salvageable material is used material categorized as incidental or significant which the Department has identified as reusable for future projects or maintenance operations.

It is the responsibility of the Resident Office to check the contract or plans for the specific delivery requirements listed below and in the ***BOE Manual***. The Contractor must coordinate with the Resident Office and the District Maintenance Office or local/maintaining agency prior to the Contractor delivering the material.

NOTE: When plan notes do not provide sufficient information, send a written request asking the EOR to submit detailed documentation or verification of the concern for the quantity in question, per the ***BOE Manual, Chapter 8***. The EOR is required to submit the supporting documentation within five (5) business days of the request.

(A) Incidental Items

Incidental items for delivery to the Department or maintaining agency should be identified in the contract plans. The cost of delivery to the Department or to the local/maintaining agency is included in the cost of the item to be removed. Examples of incidental items include signs, signals, ITS, lighting, etc.

When incidental material has been identified by the Department as salvageable, verify the need for salvageable material with the contact personnel identified in the plans prior to delivery. The contract plans will provide the pay item for the items to be removed with a plan note to indicate the following:

- (1) Delivery Location
- (2) Contact Information for Delivery
- (3) Quantity of material to be delivered (if different than the quantity to be removed)

(B) Significant Items

Significant items for delivery to the Department include bridge components, millings, toll equipment, historical markers, or other items which require the use of special equipment to complete the removal and the delivery to the Department or to the local/maintaining agency. The delivery of significant items will be paid separately under the project specific pay item 110-86 for the Delivery of Salvageable Material.

When historical materials have been identified as salvageable, the contract plans must include specific instructions for the recovery, transfer of possession, and storage of historic materials in coordination with the District Cultural Resource Coordinator (CRC) and/or District Environmental Management Office (DEMO) or Planning and Environmental Management Offices (PLEMO). The District personnel will have the project-specific details under which these materials have been identified and which we have committed to salvage. Details are typically documented in a legally binding Memorandum of Agreement amongst the District Secretary, FDOT Office of Environmental Management (OEM), and various other agencies.

When significant material has been identified by the Department as salvageable, the contract plans will provide the pay item for the items to be removed with a plan note to indicate the following:

- (1) Delivery Location
- (2) Contact Information for Delivery
- (3) Description of material
- (4) Quantity of material (if different than the quantity to be removed)

5.17.6 Delivery Receipt of Goods

For delivery to the Department or other maintaining agency, as specified in the plans, check the contract and plans for proof-of-delivery requirements. At minimum, obtain correspondence (i.e., e-mail or hardcopy) from the appropriate receiving agency and submit with the Final Estimates Documentation. The documentation must contain the following:

- (A) Federal Project Identification Number and/or Contract Number
- (B) Date of Delivery
- (C) Receiving Agent
- (D) Category of material (excess or salvageable)
- (E) Description of the specified material as stated in the contract plans (if applicable)
- (F) Condition of the material