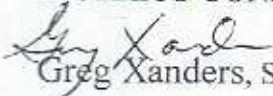




December 18, 1998

MEMORANDUM NO. 59 98**THIS MEMO HAS EXPIRED**

TO: DISTRICT CONSTRUCTION ENGINEERS

FROM: 
Greg Xanders, State Construction Engineer

COPIES TO: Bob Burleson, Bill Deyo, Bill Albaugh, Directors of Operations, Charles Goodman, Archie Montgomery, Area Construction Engineers

SUBJECT: MEASUREMENT OF GRASSING TRACKING

Recently, this office has had a number of conversations with industry regarding the measurement and payment of grassing items. Some of the sub-contractors feel that they are being short changed by the Prime contractor and in other cases they feel that the measurement and payment has not been fair.

Based on discussions within this office as well as with some of the districts, the following, guidelines are provided:

- (1) Communicate with the grassing sub and the prime early on in the project to discuss project requirements. There may be some areas that require seed & mulch due to the contractors operations which will not be paid for by DOT. (i.e. borrow pit areas and contractor staging or material storage areas).
- (2) Measure and record grassing items at the time of completing a run, i.e., left side or the southbound lane. As subsequent runs are completed, insure that there are no over or under laps in the neighboring runs measurement. Also observe the neat lines of the plans. Each runs measurement should be dated and referenced to the centerline of the project in the field measurement book. Invite the contractor or subcontractor to review a copy of your measurements if interested.

Thank you for your attention to this issue. If you have any questions please let me know.

GX/wc