

311 General Notes

311.1 General

General notes provide information and direction to the contractor by clarifying design details or construction practices. General notes are project-specific and must not restate, broaden or curtail requirements in the [Standard Specifications](#) or [Standard Plans](#).

General notes are not a substitute for specifications; refer to the Specifications Handbook for guidance. Contact the District Specifications Office for assistance with Modified Special Provisions, Technical Special Provisions, or other specification needs.

Place general notes on a standard plan sheet available in the FDOT CADD Software. Place the General Notes sheet before the first roadway plan-profile sheet in the plans set. See **Exhibit 311-1** for an example of a General Notes sheet.

311.2 Writing General Notes

It is important to choose words carefully when writing general notes; i.e., be precise and concise. Use terminology and abbreviations commonly used in the [Standard Specifications](#) and [Standard Plans](#).

When a general note requires an action by the contractor, the note is written as a command. Do not include “Contractor must”, “by the Contractor”, or similar phrases in general notes. The following are examples of general notes written as a command:

- (1) Sawcut existing pavement at a 1” depth at the limits of milling operations.
- (2) Erect new overhead signs and sign supports before removing existing sign structures.
- (3) Remove memorial markers that are in conflict with construction. Provide an inventory that includes the name on the marker and the location (station and offset) from where it was removed. Deliver the markers and inventory to the FDOT Maintenance Engineer at 888 Poppy Seed Lane, Ft. Lauderdale.
- (4) Do not stage equipment or stockpile materials adjacent to Lake Worth Drainage District canals.

311.2.1 Required General Notes

Place the following notes on the General Notes sheet:

- (1) Benchmark elevations shown on the plans are {note the benchmark datum used in the plans; e.g., North American Vertical Datum of 1988 (NAVD 88)}.
- (2) All survey information was obtained from a licensed Florida Professional Surveyor and Mapper and utilized as supporting data in the production of design plans and for construction on subject project. The professional surveyor and mapper of record is:
 - {Surveyor name, P.S.M.}
 - {P.S.M. NO: #}
 - {Company Name}
 - {Company Address}
 - {Certificate of Authorization: #}
- (3) The location(s) of the utilities shown in the plans (including those designated Vv, Vh, and Vvh) are based on limited investigation techniques and should be considered approximate only. The verified locations/elevations apply only at the points shown. Interpolations between these points have not been verified.
- (4)

Utility/Agency Owners	Company	Contact	Telephone Numbers
	{Company Name}	{Contact Name}	(XXX) XXX-XXXX
- (5) Special event days for this project include:
 - {List special events}
- (6) All roadway work within the railroad right-of-way must be completed in ____ consecutive calendar days (to be determined jointly by the District Construction and Rail Offices). The work to be completed includes all items necessary to relieve the flagman from providing protective services.

311.2.2 Bridge Clearance

For projects affecting an existing bridge (e.g., bridge widenings or resurfacing) that propose a minimum design vertical clearance between 16'-0" and 16'-2" or if a Design Variation or Design Exception is required, place the following general note in the plans:

“When construction is complete, submit a certified survey confirming the as-built minimum vertical clearance is equal to or greater than the minimum design vertical clearance called for in the plans.”

GENERAL NOTES

1. BENCHMARK ELEVATIONS SHOWN ON THE PLANS ARE NORTH AMERICAN VERTICAL DATUM OF 1988 (NAVD 88).
2. ALL SURVEY INFORMATION WAS OBTAINED FROM A LICENSED FLORIDA PROFESSIONAL SURVEYOR AND MAPPER AND UTILIZED AS SUPPORTING DATA IN THE PRODUCTION OF DESIGN PLANS AND FOR CONSTRUCTION ON SUBJECT PROJECT. THE PROFESSIONAL SURVEYOR AND MAPPER OF RECORD IS:
 ANNA KING, P.S.M.
 P.S.M. NO.: 9993
 MAPS R US, INC.
 678 COMPASS ROAD
 MIAMI, FL 33179
 CERTIFICATE OF AUTHORIZATION: 99699
3. THE LOCATION(S) OF THE UTILITIES SHOWN IN THE PLANS (INCLUDING THOSE DESIGNATED Vv, Vh, AND Vvh) ARE BASED ON LIMITED INVESTIGATION TECHNIQUES AND SHOULD BE CONSIDERED APPROXIMATE ONLY. THE VERIFIED LOCATIONS/ELEVATIONS APPLY ONLY AT THE POINTS SHOWN. INTERPOLATIONS BETWEEN THESE POINTS HAVE NOT BEEN VERIFIED.

4. UTILITY/AGENCY OWNERS:	COMPANY	CONTACT	TELEPHONE NUMBERS
	SPRINT/FLORIDA, INC.	CHERYL FLORES	(904) 555-1234
	QWEST	JIM WEST	(904) 555-2345
	MCI WORLDCOM	ANDY WORLEY	(904) 555-3456
	SPRINT COMMUNICATIONS	ROB SPRINTER	(904) 555-4567
	CITY OF TALLAHASSEE UTILITIES	CHESTER DIGGER	(904) 555-5678

5. SPECIAL EVENT DAYS FOR THIS PROJECT INCLUDE:

- JACKSONVILLE JAZZ FESTIVAL
- JACKSONVILLE JAGUARS FOOTBALL GAMES
- FLORIDA VS. GEORGIA FOOTBALL GAME
- THE GATOR BOWL PARADE
- THE MONSTER TRUCK SHOW
- THE GATE RIVER RUN

6. ALL ROADWAY WORK WITHIN THE RAILROAD RIGHT-OF-WAY MUST BE COMPLETED IN ___ CONSECUTIVE CALENDAR DAYS (TO BE DETERMINED JOINTLY BY THE DISTRICT CONSTRUCTION AND RAIL OFFICES). THE WORK TO BE COMPLETED INCLUDES ALL ITEMS NECESSARY TO RELIEVE THE FLAGMAN FROM PROVIDING PROTECTIVE SERVICES.

Exhibit 311-1
Date: 1/1/21

REVISIONS				LUKE S. WALKER, P.E. P.E. NO.: 99991 ROADWAY ENGINEERS, INC. 123 MAIN STREET TALLAHASSEE, FL 32301	STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION			GENERAL NOTES	SHEET NO.
DATE	DESCRIPTION	DATE	DESCRIPTION		ROAD NO.	COUNTY	FINANCIAL PROJECT ID		12
					SR 22	BAY	123456-1-52-01		