

948 Utility Work by Highway Contractor (UWHC) Plans

948.1 General

Most utility adjustment work is performed by the utility owner.

On occasion the Department and utility owner enter into an agreement called “Utility Work by Highway Contractor Agreement”. The agreement stipulates that the highway contractor is to construct or relocate the specified utilities in accordance with the UWHC Plans and special provisions developed by the utility owner. The agreement also establishes what costs the utility owner will reimburse the Department for the highway contractor utility work.

UWHC Plans are prepared in the same basic format as Department contract plans set components.

UWHC Plans are typically included as a strung project with a separate Estimated Quantities (EQ) Report. The EQ Report must identify which pay item quantities are reimbursable, and which are not.

When utility work is minimal, Utility Work by Highway Contractor Plans may be included as component plans within the Contract Plans set, and utility quantities included in the highway project EQ Report.

948.2 Key Sheet and Signature Sheet

The Key Sheet is the first sheet in the UWHC Plans set. The Signature Sheet, when required, is placed behind the Key Sheet. These sheets are produced on a standard-format sheet (11”x17”) created using the FDOT CADD Software.

Follow the requirements contained in **FDM 910** for the development of a Key Sheet and Signature Sheet, except for the following:

Index of Utility Work by Highway Contractor Plans

- (1) Key Sheet
- (2) Signature Sheet
- (3) General Notes ~~and Legend~~
- (4) Legend
- (5) UWHC Plan-Profile

- (6) UWHC Details
- (7) Cross Sections
- (8) Temporary Traffic Control Plan

When utility work extends outside the highway project limits of construction note this in the work program data box on the Key Sheet.

Refer to the [Work Program Instructions](#) for guidance on the Financial Project ID phase number identification.

948.3 General Notes Sheet

General Notes sheets convey site-specific requirements not covered by [Standard Plans](#) or [Standard Specifications](#). Place general notes on standard-format sheet (11"x17").

General notes may include:

- (1) The disposition and final ownership of any utility infrastructure that is to be removed as specified in the UWHC Agreement.
- (2) Submittal requirements for equipment specifications, or shop drawings .
- (3) Required coordination.

The Department follows the FHWA Guidelines for Plain Language. Notes are written to the contractor and should be written as a command. Do not include "Contractor will", "by the Contractor", or similar phrases in notes. Also, use "must" instead of "shall".

948.3.1 Pay Item Notes

Place pay item notes on the General Notes sheet.

Information on how quantities are determined are contained in the Estimated Quantities (EQ) Report and should not be repeated in the plans as a pay item note.

Pay item notes are used to provide unique project information not covered by basis of payment information contained in the [Standard Specifications](#), such as:

- Clarify how incidental work is to be paid for.
- Clarify the purpose, uses, or requirements.

948.3.2 UWHC Legend

Place an UWHC Legend (i.e., symbol and description), and other abbreviations used in UWHC Plans on the General Notes sheet, or on a separate “UWHC Legend” sheet. Use symbols in accordance with the requirements of the FDOT CADD Software.

948.4 UWHC Plan-Profile Sheets

UWHC Plan-Profile sheets convey a graphic depiction, and necessary information for the relocated or constructed of utilities by the highway contractor.

Produce the UWHC Plan-Profile sheet using a standard-format sheet (11”x17”) or a large-format sheet (24”x36”). Use landscape orientation regardless of sheet size selected.

A plan-profile sheet format must be utilized when any underground utility is 4" or greater. When utility profiles are not needed, title the sheet as UWHC Plan.

Use a scale of:

- 1" = 40' horizontal and 1" = 4' vertical, or
- 1" = 50' horizontal and 1" = 5' vertical.

948.4.1 Required Information

Provide the following information in the plan view:

- (1) Display a north arrow and scale within each plan view, typically in the upper right portion.
- (2) Display and label centerline of construction or baseline of construction in the plan view such that the stationing is increasing from left to right. Flag and station the begin and end of the utility work limits. Display and label R/W.
- (3) Display and label existing and proposed roadway profile in the profile view.
- (4) Display proposed roadway improvements to give context to the location of the utility work. Show proposed bridges and approach slabs by simple outline. The elements of the proposed roadway should be gray scaled. Provide road and street names.

- (5) Display and label existing and proposed utilities. Convey disposition of existing utilities (e.g., "To Be Removed", "To Be Relocated", "To Be Abandon"). Identify new utility installations (e.g., type utility and size, sleeves, valves, fire hydrants) with approximate length and station information.
- (6) Display and label overhead utilities indicating the line voltage. For a multi-line electrical overhead crossing, accurately show the location of each line.
- (7) Display the proposed drainage system by depicting drainpipes with a single pipeline style, and the outline of inlets, manholes, junction boxes, and outfall features (e.g., MES, endwall). Display signing structures, lighting structures, and ITS structures that may conflict with the installation of signal components
- (8) Display and label existing utilities that are to be filled, plugged, and remain in place.

948.5 UWHC Cross Sections Sheet

UWHC Cross Sections sheet provides sectional views of critical utility installations. This sheet may be produced on a standard-format sheet (11"x17") or a large-format sheet (24"x36"). Use landscape orientation regardless of sheet size selected. Follow the requirements contained in **FDM 905** for the development of a Cross Section sheet.

Display and label existing and proposed utilities. Convey disposition of existing utilities and identify new utility installations.

948.6 UWHC TTC Plan Sheets

Typically, the roadway plans provide the plan details and quantities for conveying pedestrian, bicycle, and motorized traffic to allow for the utility work to be performed.

UWHC TTC (Temporary Traffic Control) Plan sheets are required when the roadway TTC Plan does not cover the utility work. This sheet may be produced on a standard-format sheet (11"x17") or a large-format sheet (24"x36"). Use landscape orientation regardless of sheet size selected.

Include the quantities associated with the UWHC TCC Plan in the UWHG Estimated Quantities Report.