



Florida Department of Transportation

CHARLIE CRIST
GOVERNOR

605 Suwannee Street
Tallahassee, FL 32399-0450

STEPHANIE KOPELOUSOS
SECRETARY

MEMORANDUM

DATE: September 16, 2010

TO: Brian Blanchard, Chief Engineer

FROM: Bruce Dana, Interim Director, Office of Design
David Sadler, Director, Office of Construction

COPIES: Rudy Powell, State Specifications Engineer

SUBJECT: Mandatory Specification Revision No. 1

I approve the implementation plan for the above Subject let effective with the January 2011 Letting.

Bruce Dana

signature on file
Interim Director, Office of Design

9/21/10
Date

David Sadler

signature on file
Director, Office of Construction

9/21/10
Date



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SECRETARY

MEMORANDUM

DATE: September 16, 2010

TO: District Specifications Engineers and Central Office Staff

FROM: Rudy Powell, P.E., State Specifications Engineer

SUBJECT: MANDATORY SPECIFICATIONS REVISIONS
January 2011 Workbook: Mandatory Revision No. 1

The following specification revisions must be made to projects with the referenced letting date as noted:

Specification Number	Heading	Revision Date	Effective Letting Date	Remarks
SS0090200	Measurement and Payment	9-16-10	1-11	New SS. Usage note: All Jobs.
SS0090201	Measurement and Payment	6-22-10	1-11	Spec is deleted and replaced with new SS.
SP0090103LS	Measurement and Payment	9-9-10	1-11	New SP. Usage note: Lump Sum Projects. Do not use with SP0090103SLLS.
SP0090103LS	Measurement and Payment	2-18-10	1-11	Spec is deleted and replaced with new SP.
SP0090103SLLS	Measurement and Payment	9-9-10	1-11	New SP. Usage note: Streamline Lump Sum Projects less than \$2,000,000 and less than 2,000 tons of asphalt. Do not use with SP0090103LS.
SP0090103SLLS	Measurement and Payment	6-8-10	1-11	Spec is deleted and replaced with new SP.

These changes are needed in order for the Special Provisions for Lump Sum or Streamline Lump Sum Projects to mesh with the Supplemental Specification for Section 9.

- SS0090200
 - Change usage note to “All Jobs.”
 - Include all of Article 9-2 because the Special Provisions, SP0090103LS and SP0090103SLLS, will replace the entire Article.
- SP0090103LS
 - Change lead-in sentence for Article 9-2 to reference the Supplemental Specifications (i.e. SS0090200).
- SP0090103SLLS
 - Change the lead-in sentence for Article 9-2 and Subarticle 9-8.1 to reference the Supplemental Specifications (i.e. SS0090200).
 - Include paragraph (h) in Subarticle 9-8.1.

MEASUREMENT AND PAYMENT.
 (REV ~~6-8-10~~~~9-9-10~~) (~~FA 7-29-10~~)-(1-11)

SUBARTICLE 9-1.3 (Page 95) is deleted and the following substituted:

9-1.3 Determination of Pay Reduction : In measurement of areas of work, where pay reductions are to be assessed, the Engineer will use the lengths and widths in the calculations based upon station to station dimensions in the Contract Documents, the station to station dimensions actually constructed within the limits designated by the Engineer; or the final dimensions measured along the final surface of the completed work within the neat lines shown in the Contract Documents or designated by the Engineer. The Engineer will use the method or combination of methods of measurement which will reflect with reasonable accuracy, the actual surface area of the finished work as the Engineer determines.

Failure on the part of the Contractor to construct any item of work in compliance with the contract requirements; or to plan or authorized dimensions within the specification tolerances will result in: reconstruction to acceptable tolerances at no additional cost to the Department; or acceptance at no pay at the discretion of the Engineer.

ARTICLE 9-2 (~~Pages 96-98 of the Supplemental Specifications~~) is deleted and the following substituted:

9-2 Scope of Payments.

9-2.1 Items Included in Payment: Accept the compensation as provided in the Contract Documents as full payment for furnishing all materials and for performing all work contemplated and embraced under the Contract; also for all loss or damage arising out of the nature of the work or from the action of the elements, or from any unforeseen difficulties or obstructions which may arise or be encountered in the prosecution of the work until its final acceptance; also for all other costs incurred under the provisions of Division I.

The Contract Lump Sum Price will include overhead, profits, and direct and indirect costs required to complete the project except as described below.

9-2.2 General Basis of Adjusted Pay:

9-2.2.1 Asphalt Overbuild: Adjustment in the lump sum payment will be made for actual quantities installed of asphalt overbuild, as additions or deletions, based on the quantity shown in the Contract Documents. The upward tonnage adjustment will not exceed 5 % of the asphalt overbuild quantity shown in the Contract Documents.

The Engineer will base all adjustments in payment on the unit prices as shown in Table 9-2.

Table 9-2

Item Description	Unit	Unit Price

Streamline Lump Sum Projects less than \$2,000,000 and less than 2,000 tons of asphalt.
Do not use with SP0090103LS.

9-2.2.2 Foundations: Adjustment in the lump sum payment will be made for actual quantities installed of Piling and Drilled Shafts, as additions or deletions for the total project quantity determined from the pile/drilled shaft elevations shown in the Contract Documents.

The Engineer will base all adjustments in payment on the unit prices as shown in Table 9-3.

Table 9-3

Item Description	Unit	Unit Price

Payment listed above for Piling and Drilled Shafts includes all work required to install the foundation element to the required capacity/depth.

9-2.2.3 Adjustment to the Lump Sum Payment for Deleted Items of Work: When items such as pipe culverts, inlets, manholes, mitered end sections, etc. are shown in the Contract Documents to be constructed or installed and due to actual field conditions, it is determined by the Engineer that the item is not needed, then a negative adjustment will be made based on the invoice price for the actual cost of the item and the Contractor will retain ownership. This adjustment will not exceed \$5,000.00. Should the amount of the adjustment exceed \$5,000.00, it will be considered a significant change and an adjustment will be processed in accordance with 4-3.2.

ARTICLE 9-3 (Pages 98-100) is deleted.

SUBARTICLE 9-5.1 (Pages 100 and 101) is deleted and the following substituted:

9-5.1 General: The Engineer will make partial payments based on the amount of work that the Contractor completes during the month (including delivery of certain materials, as specified herein below). The Department will base the amount of such payments on certified monthly invoices submitted by the Contractor for progress payments each month, less any retainage withheld. The Contractor must make a request for payment no later than 12 O'clock noon, Monday, after the estimate cut-off date or as directed by the Engineer, based on the amount of work done or completed. The invoice shall include the Contract Number, the Financial Project Number, the Invoice Number, the Invoice Date, and the time period that the invoice represents.

Retainage will not be withheld until the percent of allowable Contract time used exceeds 75%. From that time forward, the Department will withhold retainage of 10% of the amount due on the current estimate as retainage when the percent of allowable Contract time used exceeds the percent of Contract amount earned by more than 15%.

Streamline Lump Sum Projects less than \$2,000,000 and less than 2,000 tons of asphalt.

Do not use with SP0090103LS.

Contract amount is defined as the original Contract amount adjusted by approved supplemental agreements.

Contract time is defined as the original Contract time adjusted by approved Contract time extensions.

Retainage will be determined for each job on multiple job Contracts. The Department will not accept Securities, Certificates of Deposit or letters of credit as a replacement for retainage. Amounts withheld will not be released until payment of the final invoice.

SUBARTICLE 9-8.1 (~~Pages 104—105~~ *of the Supplemental Specifications*) is deleted and the following substituted:

9-8.1 Acceptance and Final Payment Documents: Upon final inspection and final acceptance of the Contract as provided in 5-10 and 5-11, and subject to the terms of 8-11, the Contractor shall submit a final invoice for work completed and accepted by the Department. The Department will pay the invoice, less any sums that the Department may have deducted or retained under the provisions of the Contract, provided the Contractor has met the requirements below.

(a) The Contractor has provided the Acceptance Letter.

(b) The Contractor has properly maintained the project, as specified hereinbefore.

(c) The Contractor has furnished a sworn affidavit to the effect that the Contractor has paid all bills and no suits are pending (other than those exceptions listed, if any) in connection with work performed under the Contract and that the Contractor has not offered or made any gift or gratuity to, or made any financial transaction of any nature with, any employee of the Department in the performance of the Contract. Include with the listed tort liability exceptions, if any, evidence of adequate insurance coverage as required in 7-13.

(d) The surety on the Contract bond consents, by completion of their portion of the affidavit and surety release subsequent to the Contractor's completion of his portion, to final payment to the Contractor and agrees that the making of such payment does not relieve the surety of any of its obligations under the bond.

(e) The Contractor has complied with and settled all requirements pertaining to any wage-rate provisions.

(f) The Contractor has furnished all required mill tests and analysis reports to the Engineer.

(g) The Contractor has furnished the Construction Compliance with Specifications and Plans Certification. Provide the Engineer with a notarized final certification of compliance with the requirements of Section 105 to accompany the final estimate.

(h) The Contractor has furnished and the Department has accepted the as-built drawings and certified survey in accordance with the requirements of Section 104, 555, 556, 557 and 611.

ARTICLE 9-9 (Page 106) is expanded as follows:

Section 215.422(5), Florida Statutes, requires the Department to include a statement of vendor (Contractor) rights. Contractors are hereby advised of the following:

Contractors providing goods and services to an agency should be aware of the following time frames: Upon receipt, an agency has five working days to inspect and approve the goods and services, unless the bid specifications, purchase order or Contract specifies otherwise. An agency has 20 days to deliver a request for payment (voucher) to the Department of Banking and Finance. The 20 days are measured from the latter of the date the invoice is received or the goods or services are received, inspected and approved, by the Department.

If a payment is not made within 40 days, a separate interest penalty at the rate established pursuant to Section 55.03(1), Florida Statutes will be due and payable, in addition to the invoice amount, to the Contractor. The interest penalty provision applies after a 35 day time period to health care providers, as defined by rule. Interest penalties of less than one dollar will not be enforced unless the Contractor requests payment. Invoices that have to be returned to a Contractor because of Contractor preparation errors will result in a delay in the payment. The invoice payment requirements do not start until a properly completed invoice is provided to the Department.

A Vendor Ombudsman has been established within the Department of Banking and Finance. The duties of this individual include acting as an advocate for Contractors who may be experiencing problems in obtaining timely payment(s) from a state agency. The Vendor Ombudsman may be contacted by calling the State Comptroller's Hotline, 1-800-848-3792.