

# Origination Form

## Specifications

<b>Name:</b>	CO Specifications Office	<b>Standard Specification Section:</b>	3
<b>Email:</b>	CO-SPECDEV@dot.state.fl.us	<b>Special Provision:</b>	
<b>Date:</b>	2026-04-01T13:10:32Z	<b>Associated Specs:</b>	SP0030900

### Summary:

Special Provision Public Records (SP0030900) is being implemented as Standard Specifications.

### Justification:

Special Provision Public Records (SP0030900) is required to be used on every project therefore is being moved into the ebook as a Standard Specification.

### Do the changes affect other types of specifications?

Special Provisions

### List Specifications Affected:

SP0030900

Other Affected Documents/Offices	Contacted	Yes/No
Other Standard Plans		No
Florida Design Manual		No
Structures Manual		No
Basis of Estimates Manual		No
Approved Product List		No
Construction Office		No
Maintenance Office		No
Materials Manual		No
Traffic Engineering Manual		No

**Are changes in line with promoting and making progress on improving safety, enhancing mobility, inspiring innovation, and fostering talent; explain how?**

**What financial impact does the change have; project costs, pay item structure, or consultant fees?**

None

**What impact does the change have on production or construction schedules?**

The revision should reduce the number of hours to prepare a Specifications package by implementing required Special Provisions as Standards.

**How does this change improve efficiency or quality?**

Improves efficiency by standardizing required Special Provisions.

**Which FDOT offices does the change impact?**

Specifications Office, Office of Construction, Office of Maintenance, District Specification Offices

**What is the impact to districts with this change?**

Reduces time to create a Specifications Package.

**Does the change shift risk and to who?**

No.

**Provide summary and resolution of any outstanding comments from the districts or industry.**

Comments and Responses are available on the Track the Status of Revisions hyperlink located on the Specifications landing page: <https://www.fdot.gov/programmanagement/Specs.shtm>

**What is the communication plan?**

Through the established specification revision process (e.g., Internal and Industry Review)

**What is the schedule for implementation?**

The Standard Specifications eBook and Workbook are effective July 1st every year.

**AWARD AND EXECUTION OF CONTRACT  
(REV 3-31-26)**

ARTICLE 3-9 is deleted and the following substituted:

**3-9 Public Records.**

The Contractor shall comply with Chapter 119, Florida Statutes. Specifically, the Contractor shall:

1. Keep and maintain public records required by the Department to perform the service.
2. Upon request from the Department's custodian of public records, provide the Department with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in Chapter 119, Florida Statutes, or as otherwise provided by law.
3. Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the Contract term and following completion of the Contract if the Contractor does not transfer the records to the Department.
4. Upon completion of the Contract, transfer at no cost to the Department, all public records in possession of the Contractor or keep and maintain public records required by the Department to perform the service. If the Contractor transfers all public records to the Department upon completion of the Contract, the Contractor shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If the Contractor keeps and maintains public records upon completion of the Contract, the Contractor shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to the Department, upon request from the Department's custodian of public records, in a format that is compatible with the information technology systems of the Department.

Failure to comply with Chapter 119, Florida Statutes and the Article 3-9 shall be grounds for immediate unilateral termination of this Contract by the Department pursuant to 8-9.1.

If the contractor has questions regarding the application of Chapter 119, Florida Statutes, to the contractor's duty to provide public records relating to the contract, contact the custodian of public records at the managing District. The contact information can be found at the following link: <https://www.fdot.gov/specifications/specifications-references>.