UTILITY/RAILROAD COORDINATION PROCESS – FLOW DIAGRAM

VERIFICATION PHASE (PLANNING PHASE)

1. VERIFICATION REQUEST FROM DESIGN TEAM
   - OBTAIN LIST OF UTILITIES
   - REVIEW PROJECT AREA
   - SIGNIFICANT UNDERGROUND UTILITIES
   - SUBSURFACE UTILITY ENGINEERING
   - DESIGNATING (QL-B)
   - SIGNIFICANT UNDERGROUND UTILITIES

   - YES
   - NO
   - RAILROAD FACILITIES WITHIN OR NEAR PROJECT LIMITS
   - NO RAILROAD INVOLVEMENT
   - VERIFICATION PLANS TO UTILITY & RAILROAD (2 SETS TO EA. UTILITY/RAILROAD)
   - VERIFICATION INFORMATION FORWARDED TO DESIGN TEAM
   - COMPLETE VERIFICATION INFORMATION

   - YES
   - NO
   - UTILITY/RAILROAD RETURNS 1 SET OF MARKED PLANS SHOWING EXISTING FACILITIES, EASEMENTS & ANY PROPOSED WORK
   - REQUEST MISSING INFORMATION FROM UTILITY / RAILROAD

   - YES
   - NO
   - EASEMENTS TO ROW FOR VERIFICATION
   - EASEMENTS TO ROW FOR VERIFICATION

   - YES
   - NO
   - POSSIBLE FORCE ACCOUNT IF IMPACTED
   - NO FURTHER ACTION

   - YES
   - NO
   - PRELIMINARY DESIGN PLANS = CONFLICTS LIST TO UTILITY / RAILROAD WITH SIGNIFICANT POTENTIAL IMPACTS

   - YES
   - NO
   -้อδ"νήαιακή'

   - YES
   - NO
   - CONFERENCE REPORT & 29% UTILITY MEMO

   - CONFERENCE REPORT & 29% UTILITY MEMO

   - YES
   - NO
   - LOCATING (QL-A)

PRE-HEARING PHASE (ALTERNATIVE ANALYSIS PHASE)

1. DESIGN TEAM CORRECTS UTILITY INFORMATION
   - PRELIMINARY PLANS & SCOPE OF WORK FROM DESIGN TEAM
   - UTILITIES & RAILROAD SHOWN CORRECTLY
   - POTENTIAL IMPACTS
   - PUBLIC HEARING ANTICIPATED

   - YES
   - NO
   - NO FURTHER ACTION
   - NO

   - NO

   - YES
   - NO
   - SUBSURFACE UTILITY ENGINEERING

   - YES
   - NO
   - PRELIMINARY DESIGN PLANS = CONFLICTS LIST TO UTILITY / RAILROAD WITH SIGNIFICANT POTENTIAL IMPACTS

   - YES
   - NO
   - SIGNIFICANT UNDERGROUND UTILITIES

   - YES
   - NO
   - LOCATING (QL-A)

   - CONFERENCE REPORT & 29% UTILITY MEMO
UTILITY/RAILROAD COORDINATION PROCESS – FLOW DIAGRAM

RELOCATION PHASE (SLOPE AND DRAIN & PS&E DEVELOPMENT PHASE)

1. DESIGN REVISIONS
   - YES
   - NO

2. SLOPE & DRAINAGE PLANS FROM DESIGN TEAM
   - DESIGN CHANGES TO AVOID UTILITY IMPACTS?

3. UTILITY SUBMISSION FROM DESIGN TEAM

4. PREPARE RELOCATION REQUEST DOCUMENTS

5. RELOCATION REQUEST PLANS AND POLE SUMMARIES TO UTILITIES (2 SETS TO EA. UTILITY/RAILROAD)
   - YES
   - NO

6. APPROVED RELOCATION PLAN TO DESIGN TEAM

7. UTILITY AGREEMENT PROCESS
   - YES
   - NO

8. UTILITY RETURNS RELOCATION PLANS AND POLE RELOCATION SUMMARIES (1 SET)

9. RETURN TO UTILITY FOR REDESIGN
   - YES
   - NO

10. UTILITY AGREEMENT PROCESS
    - YES
    - NO

11. LIGHTING DESIGN TO DESIGN TEAM
    - LIGHTING DESIGN?
      - YES
      - NO

12. LIGHTING DESIGN
    - LIGHTING DESIGN?
      - YES
      - NO

13. RELOCATION PLAN COMPLIES WITH UAM?
    - YES
    - NO

14. APPROVED RELOCATION PLAN TO DESIGN TEAM

15. CONSTRUCTABILITY REVIEW WITH CONSTRUCTION
    - YES
    - NO

16. RELOCATION PLAN
    - APPROVAL & RELOCATION TIME FRAME REQUEST TO UTILITY/RAILROAD cc Highway Maintenance/Turnpikes

17. DRAFT UTILITY/RAILROAD PORTION OF POW

18. FINAL DOCUMENTS
    - PHASE

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9-1 - Sheet 2

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UTILITY/RAILROAD COORDINATION PROCESS – FLOW DIAGRAM

FINAL DOCUMENTS PHASE (PS&E DEVELOPMENT & CONTRACT DOCUMENTS PHASE)

- PREPARE UTILITY/RAILROAD RELOCATION SCHEDULE
- OBTAIN RELOCATION TIME FRAMES
- FINALIZE UTILITY/RAILROAD PORTION OF PS&E
- UTILITY/RAILROAD CERTIFICATE
- RECEIVE BIDS LETTER
- POLE STAKING REQUEST
- BIDS OPENED
- BID PAYMENT REQUEST LETTER

CONSTRUCTION PHASE

- UTILITY PRE-CONSTRUCTION MEETING
- SIGNIFICANT UTILITY RELOCATIONS?
  - YES
  - NO
  - PRE-CONSTRUCTION MEETING

- COORDINATION BETWEEN CONSTRUCTION & UTILITIES (THROUGH THE CONTRACT ADMINISTRATOR)
- REIMBURSABLE UTILITY RELOCATION?
  - YES
  - PROCESS INVOICES
  - CONSTRUCTION COMPLETE
  - NOTIFICATION TO UTILITY/RAILROAD FOR FINAL INVOICE OR ACCEPTANCE OF FACILITIES
  - NO

- UTILITY PRE-CONSTRUCTION MEETING
  - SIGNIFICANT UTILITY RELOCATIONS?
  - YES
  - NO