



# INDIANA DEPARTMENT OF TRANSPORTATION

*Driving Indiana's Economic Growth*

## Design Memorandum No. 15-01 Technical Advisory

February 5, 2015

**TO:** All Design, Operations, and District Personnel, and Consultants

**FROM:** /s/ Kenneth Franklin  
Kenneth Franklin  
Director, Utilities and Railroads Division  
Capital Program Management

**SUBJECT:** Utility and Railroad Coordination Certification

**REVISES:** *Indiana Design Manual* Sections 104-1.04(04), 104-1.05, and 104-2.01,  
Figure 14-1C, Tracings Checklist, and PSE Checklist

**EFFECTIVE:** Lettings on or after July 1, 2015

The Department has consolidated the Utility Coordination Waiver and Utility Coordination Certification into a single document. All projects, regardless of impacts to utilities should use the revised Utility Coordination Certification form. Utility Coordination Waivers will no longer be accepted for contracts letting on or after July 1, 2015. The Utility Coordination Certification form is available from the Department's Utility Coordination Standard Documents website at <http://www.in.gov/indot/3269.htm>

The Department has also revised its Railroad Coordination process. A Railroad Coordination Certification form will be required for all projects regardless of railroad impacts effective for contracts letting on or after July 1, 2015. At this time, the Railroad Coordination Certification form is available to Department personnel only. The Railroad Coordination Certification should use the naming convention RRCert.

The referenced Design Manual section, Tracings Checklist, and PSE Checklist have been revised to reflect these changes. Figure 14-1C, Contract Preparation Document has been deleted from the *Design Manual* and is available from the Department's website at <http://www.in.gov/dot/div/contracts/design/dmforms/>, Summarization 14-1C. **Due to additional revisions to the Contract Preparation Document, the current form, dated 01/30/15, should be used effective immediately.**

KF:ewp

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