



INDIANA DEPARTMENT OF TRANSPORTATION

Driving Indiana's Economic Growth

Design Memorandum No. 11-17 **Technical Advisory**

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

/s/ Richard L. VanCleave

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Highway Design and Technical Support Division

SUBJECT: Non-Participating Pay Items

ADDS: *Indiana Design Manual Section 20-2.02(04)*

EFFECTIVE: Immediately

Indiana Design Manual Figure 14-1C, Contract Preparation Documents to Contract Administration Division, includes a section for identification of non-participating pay items. These are pay items which FHWA cannot participate in the cost of, in an otherwise federal-aid project. The pay items should be identified as such in the cost estimate.

The most common non-participating pay items include the following.

1. Commemorative plaque on a bridge.
2. Work outside the right-of-way without permit.
3. Adjustment of private facilities not included in the right-of-way acquisition document such as signs; fences, lawn sprinklers, etc.
4. Costs incurred to salvage items for later use by the State are not eligible for federal participation. This includes transportation of materials or storage costs.

5. A betterment that is not currently part of the project. Example: excess sizing of a non-INDOT sewer for future development. The additional cost over replacement-in-kind should be borne by the owner of the facility being adjusted.
6. Purchase of equipment or supplies for retention by INDOT or an LPA that are not permanent project fixtures. Example: purchase of changeable-message signs for retention by INDOT.

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