PROJECT DELIVERY ACADEMY
MODULE 5: PROJECT ADVERTISING AND CONSTRUCTION
DISTRICT CONSTRUCTION (District Coordination)

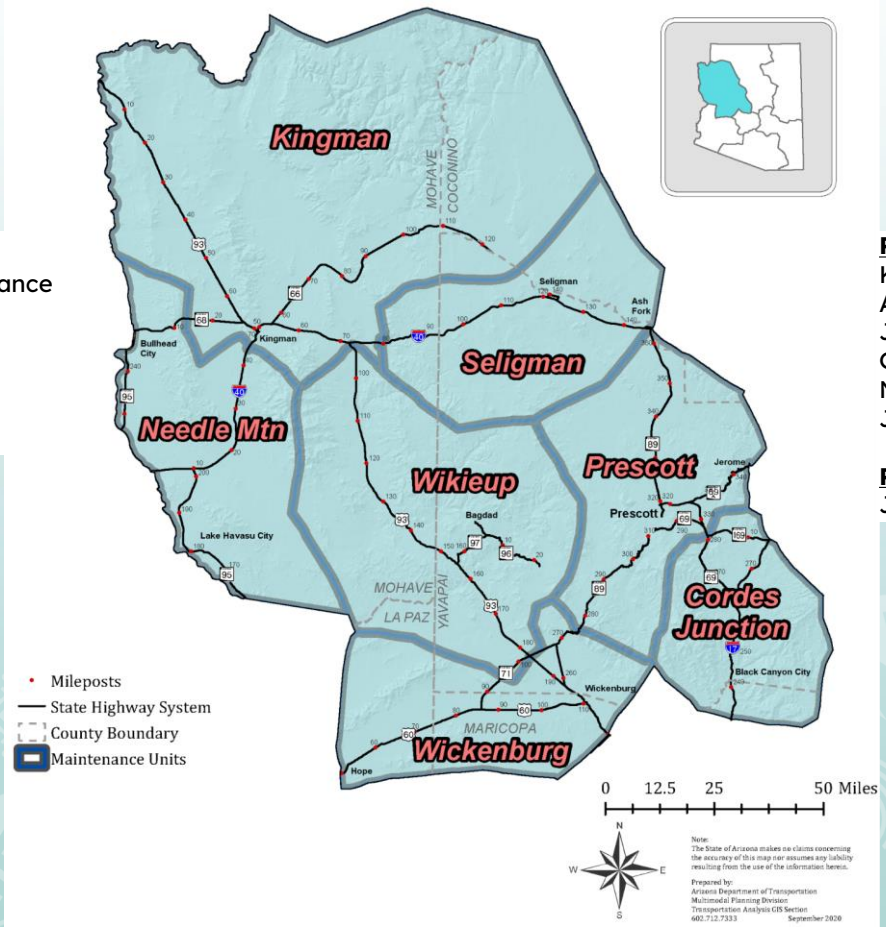
Presented by:
Andrew Roth - Assistant District Engineer
Northwest District



PROJECT DELIVERY ACADEMY
MODULE 5: PROJECT ADVERTISING AND CONSTRUCTION

ARIZONA DEPARTMENT OF TRANSPORTATION

Kingman Offices
Todd Steinberger - Asst. DE - Maintenance
Darin Dryden – Senior RE
Hien Nguyen - RE
Nathan Escoffier - Maintenance Supt.
Raelynn Lott - Permits Supervisor
Michele Beggs - Community Relations

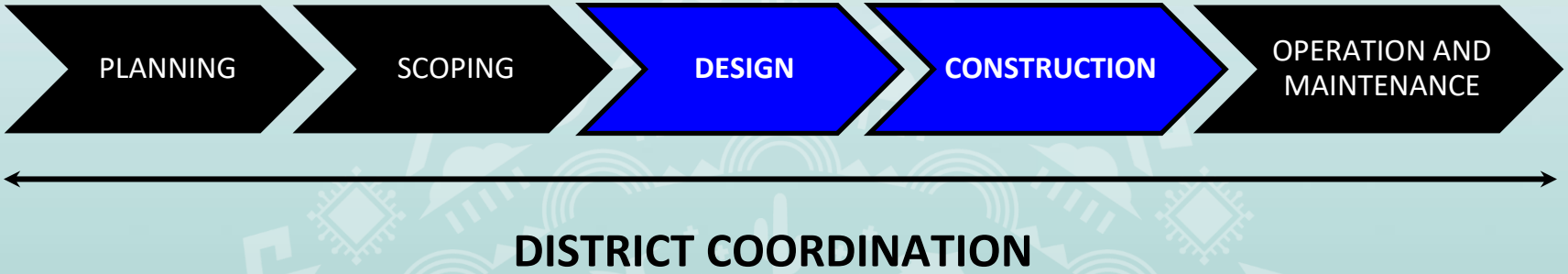


Prescott Office
Kara Lavertue – District Administrator
Andrew Roth - Asst. DE - Construction
John Casey – Senior Trans. Engr. – Development
Gabe Alvarado – Maintenance Supt.
Nicole Underwood- Community Relations
Jason Elmer - Environmental Coordinator

Prescott Valley Office
Joshua Wentzlof - Senior RE

INTRODUCTION

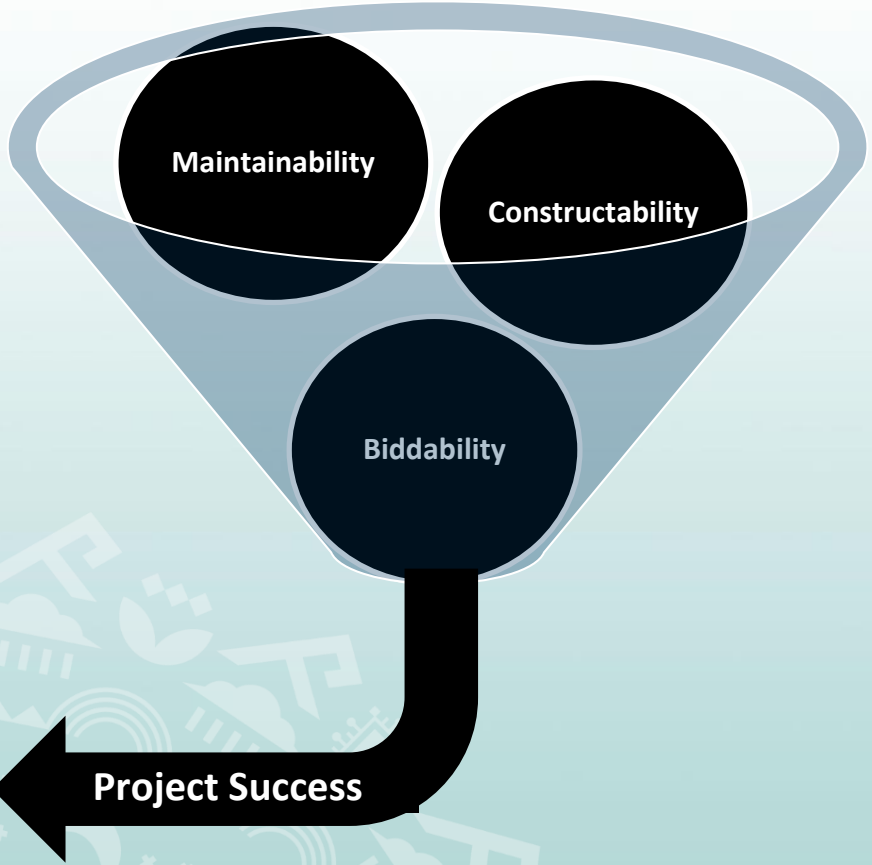
The goal of this session is to cover District Coordination during Project Development and during Construction.



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PRESENTATION CONTENT

- District Coordination During Project Development
- Clearances and Agreements
- Project Advertisement and Post-Award
- Construction Administration and Post Design
- Supplemental Agreements
- Project Manager Roles and Responsibilities

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District Coordination During Project Development

- Input on Design Alternatives and Project Delivery Method
- Constructability Reviews and Maintenance Concerns
- Specifications and Contract Requirements
- Traffic Control - Closures, Restrictions
- Schedule / Contract Time / Seasonal Shutdowns
- Phasing and Sequencing
- Liquidated Damages / Intermediate Milestones
- Earthwork Coordination / Material Sources / Suppliers
- ADA Issues / ADA Transition Plan


Clark St
659


DO NOT
ENTER
AZ-89A


AZ 89A
15

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District Coordination During Project Development

- Field Reviews
- Value Engineering
- Permits
- Environmental Mitigation Measures
- Other: Sole Source Products, Warranty Requirements, etc.

Clearances and Agreements

- Utility Clearance and Utility Agreements
- Environmental Clearance
- Right-of-Way Clearance
- Railroad Agreements and Permits
- Joint Project Agreements / Intergovernmental Agreements
- Tribal Agreements

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Project Advertisement and Post Award

Plans, Specifications and Estimate (PS&E)

- Advertisement Coordination
- Quantity Breakdown / Calculations
- Reports (Geotechnical, Drainage, Noise, Asbestos Containing Material and Lead-based Paint), Cross Sections, etc.
- Cost Risk Assessment – Risk Register
- Addendums and Attachments to the Special Provisions
- Post Design Contract
- CE Costs / Below the Line Costs

AGREEMENT ESTIMATE RECAPITULATION

CREATED:
REVISED:
ENGINEER:

DESCRIPTION		FHWA CODE	CONTRACTOR'S BID	FEDERAL PARTICIPATION	FEDERAL FUNDS 94.30%	LOCAL FUNDS 5.70%	LOCAL FUNDS 100.00%	LENGTH IN MI
ROADWAY		28	479,635	411,120	387,686	23,434	68,515	8.900
STRUCTURES								
TRAINEES		42						
SUBTOTAL			479,635	411,120	387,686	23,434	68,515	
CONSTRUCTION ENGINEERING	Fixed	17	52,000	52,000	49,036	2,964		
POST DESIGN SERVICES	Fixed	17						
CONSTRUCTION CONTINGENCY	5%	28	23,982	20,556	19,384	1,172	3,426	
PAVEMENT INCENTIVES								
AC SMOOTHNESS								
AC QUALITY LOT								
PCCP SMOOTHNESS								
PCC QUALITY LOT								
OTHER INCENTIVES								
FINAL RIGHT-OF-WAY MONUMENTATION								
FLAGGING SERVICES								
RAILROAD/OTHER		21						
PUBLIC RELATION		44						
OTHER								
PROJECT TOTAL:			**555,617**	**483,676**	**456,106**	**27,570**	**71,941**	**8.900**

NOTE: The Post Design services and Public Relations will be the responsibility of City

Version: 10/16/19

Project Advertisement and Post Award

Post Award – Construction Office Needs

- Approved Post Design Contract
- Quantity Breakdown / Calculations
- Reports (Geotechnical, Drainage, Noise, Asbestos Containing Material and Lead-Based Paint), Cross Sections, etc.
- Agreement Estimate (Recalculate / Verify all line item costs)

Printed : 3/12/2019

AGREEMENT ESTIMATE

PROJECT : [redacted]
SECTION : 1 (21) CHIP SEAL COAT

Item No.	Item Description	Unit	Quantity	Unit Price	Extended Amount
7040077	PAVEMENT SYMBOL (EXTRUDED THERMOPLASTIC)(ALKYD)(0.120")	EACH	1	$135.00	$135.00
7060015	PAVEMENT MARKER, RAISED, TYPE D	EACH	15	$25.00	$375.00
7080001	PERMANENT PAVEMENT MARKING (PAINTED) (WHITE)	L.FT.	360,000	$.08	$28,800.00
7080011	PERMANENT PAVEMENT MARKING (PAINTED) (YELLOW)	L.FT.	360,000	$.08	$28,800.00
7080101	PERMANENT PAVEMENT MARKING (PAINTED SYMBOL)	EACH	1	$280.00	$280.00
9010001	MOBILIZATION	L.SUM	1	$46,630.00	$46,630.00
9250001	CONSTRUCTION SURVEYING AND LAYOUT	L.SUM	1	$26,060.00	$26,060.00
9280036	GROUND-IN RUMBLE STRIP (8 INCH)	L.FT.	29,000	$.33	$9,570.00

Part Subtotal : $2,269,602.05

Section Subtotal CHIP SEAL COAT: $2,269,602.05

PROJECT TOTAL: $2,269,602.05

Construction Administration

- Construction Kickoff - Partnering and Preconstruction Meetings
- Construction Progress Meetings
- Coordination with RE's, adjacent projects, and others
- Post Design Process
- Supplemental Agreements

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Post Design Services

Post Design Services are the services provided by the designer of record after Board Award of the Project to the Contractor until project closeout.

Past Process: PDS Budget was established at :

- 1% for Projects < $ 20M
- 0.5% for Projects > $20M
- Other - Special Circumstances

Post Design Services

Current Process: PDS Budget needs to be developed and requested

- No longer automatic percentage of contract
- Can request budget for fixed amount
  - e.g. contracts with specialty inspections (Structural Steel)
- Approval of Contract Mods
  - Within budget – generally no issues
  - Over budget – need to discuss with State Construction Engineer prior to submitting

Post Design Services

Post Design Scope of Work

- Meetings and Site Visits
- Review and Approve
  - RFI's
  - Shop Drawings and Submittals
- Design Revisions and Modifications
- Coordination with Stakeholders, Utility Companies, Technical Groups, and Other Designers
- Record Drawings (As-Builts)

Supplemental Agreements

A written agreement between the Department and the Contractor covering work not otherwise provided for in the contract, for extensions or reductions of contract time or revisions in or amendments to the terms of the contract.

A Supplemental Agreement becomes a part of the contract when signed by the Contractor and the Department.

Supplemental Agreements

Types of Supplemental Agreements

- Letter of Agreements
- Change Orders (including Procedural Change Orders)
- Force Accounts
- Time Extensions

Supplemental Agreements

Supplemental Agreement Reason Codes

1. Value Engineering
2. Work Out of Scope (ADOT)
3. Work Out of Scope (Other Jurisdiction)
4. Quantity Omissions
5. Plans Revisions / Oversights
6. Changed Condition
7. Penalties or Bonuses
8. Other

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Supplemental Agreement Tracking System (SATS)


Desktop.exe


Sats.exe

Reports

- SA Tracking by Project
- Detailed CO / LA / FA Project Report
- SA Reports and Graphs by Reason Code
- Error and Omission Report

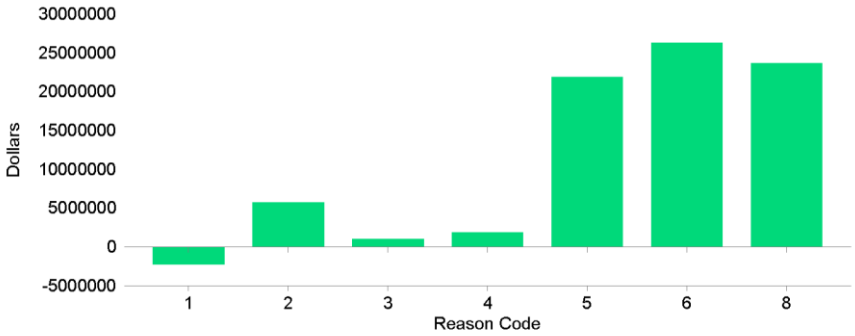
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Cost by Supplemental Agreement Reason Code

From: 07/01/2025 Thru 06/30/2026 with 659 supplemental agreements

Supplemental agreements include change orders, force accounts, and letters of agreement

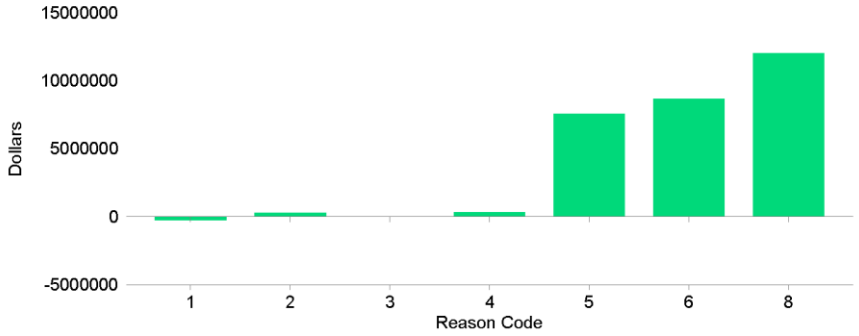


	SA Reason	Total	Total Number
1	Value Engineering	-2,259,552.28	10
2	Work Out of Scope (ADOT)	5,750,332.22	24
3	Work Out of Scope (Other Jurisdiction)	1,002,870.79	9
4	Quantity Omissions	1,838,456.10	16
5	Plans, Revisions, and Oversights	21,872,567.55	272
6	Changed Condition	26,281,172.04	103
8	Other	23,704,454.87	225
Grand Total		78,190,301.29	659

Cost by Supplemental Agreement Reason Code

From: 07/01/2026 Thru 10/30/2026 with 244 supplemental agreements

Supplemental agreements include change orders, force accounts, and letters of agreement



	SA Reason	Total	Total Number
1	Value Engineering	-228,722.51	1
2	Work Out of Scope (ADOT)	304,295.76	12
3	Work Out of Scope (Other Jurisdiction)	42,165.34	4
4	Quantity Omissions	341,619.49	9
5	Plans, Revisions, and Oversights	7,590,588.90	112
6	Changed Condition	8,702,055.11	40
8	Other	12,061,783.75	66
Grand Total		28,813,785.84	244

Project Manager Roles and Responsibilities

- Review SA's and provide input / concurrence
- Assist RE's during post design process with design changes and specification changes
- Technical Group(s) coordination
- Construction Bulletin 04-01 – Consultation with Technical Managers on Proposed Supplemental Agreements
- Acceptance and Maintenance Handoff

QUESTIONS

