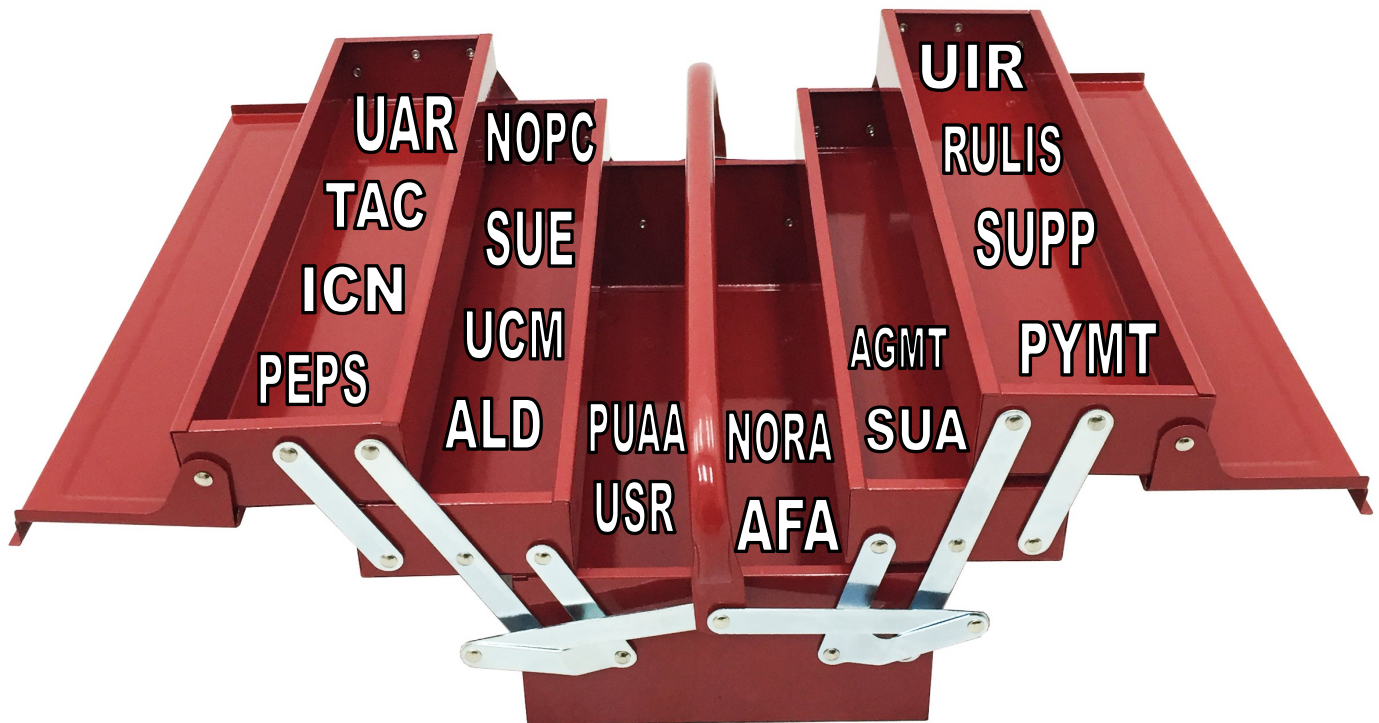


Austin District

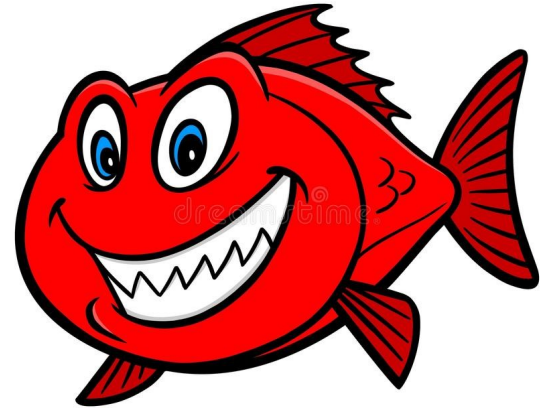
UTILITY TOOLBOX

We have created a Toolbox to be shared with both TxDOT project managers, utility coordination consultants, and utility owners. These guidelines can be used to help understand expectations of both internal and external stakeholders working on an TxDOT roadway project.



UAR	Utility Accommodation Rules	TAC	Texas Administrative Code
ICN	Indication of Contract Need (PEPS)	PEPS	Professional Engineering Procurement Services
NOPC	Notice of Proposed Construction	SUE	Subsurface Utility Engineering
UCM	Utility Conflict Matrix	ALD	Alternative Delivery Division (Design Build)
PUAA	Project Utility Adjustment AGMT (DB)	USR	Utility Status Report
NORA	Notice of Required Accommodation	AFA	Advanced Funding Agreement (utility only)
AGMT	Standard Utility Agreement (SUA)	SUA	Standard Utility Agreement
UIR	Utility Installation Request (UIR system)	RULIS	ROW Utility Leasing Information System
SUPP	Supplemental Utility Agreement	PYMT	Utility Reimbursement Payment

I was just assigned a new project, what do I need to do?



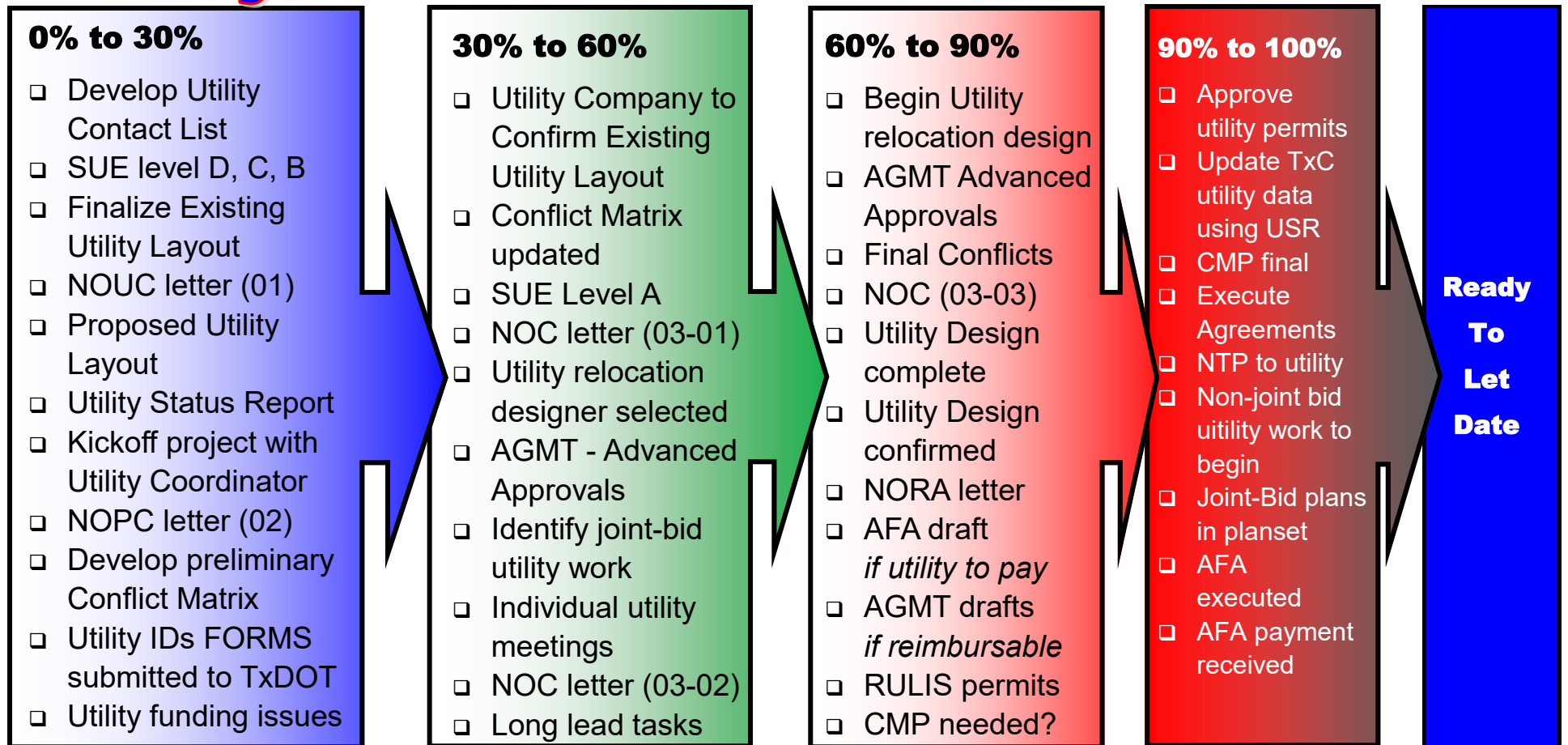
This TOOLBOX provides the following guidelines:

- Preferred Method of Utility Coordination in relation to PS&E milestones
- Austin District Communications Guidelines
- Austin District Utility ID process - information sheet
- USR (Utility Status Report) - information sheet
- Utility Conflict Management (UCM) - Conflict matrix example
- Existing Utility Layout - shows detail callouts for each conflict on UCM
- Standard Deliverables for Utility Engineering Work Authorizations

AUS_Utilities@txdot.gov

Preferred Method

Utility Coordination Level of Effort



in relation to PS&E schedule



Communications (Email, Outlook Meetings, Teams, etc.)

This guideline defines communication guidelines for proper communication with the Austin District Utility Team through emails and Microsoft teams. This guideline provides the specific naming convention for all email communication & meeting invitations.

Basic Guidelines:

- Always use the email subject naming convention, even on replies to emails.
- *This may require correcting subject lines from consultants or other TxDOT partners.*
- Email should be used for documenting all communication with utilities regarding project related information and to capture any project decisions that are made and need to be preserved.
- Email communication should be utility specific (include the Utility ID {see below})

1. Emails –Copy TxDOT PM, Utility Team member supporting project, and Utility Team Lead

a. Subject Lines

i. Project Level Emails – not utility specific (CSJ first to match central design)

1. **CSJ** – 0323-01-028
2. **Road** – SH 95
3. **Project Title** – City of Smithville
4. **Subject Matter/Purpose** – Updated TPC
5. Example - **0323-01-028, SH 95, City of Smithville, Updated TPC**

ii. Utility Specific Emails

1. **Utility ID** – U_10268 (remove the zeros and replace with an underscore)
2. **Roadway** – I-35
3. **Project Description** – CAPEX South
4. **Utility Name** – Austin Water
5. **Purpose of the Email** – UIR permit
6. Example – **U_10268, I-35, CAPEX South, Austin Water, UIR permit**
7. NOTE – Please be sure to include the CSJ in the body of the email if appropriate.

b. Body of Emails

i. Utility Coordination

1. For kick-off meeting and initial utility coordination efforts the project level email process should be utilized.
2. Once a utility ID has been requested (due by 30% PS&E), the utility specific email process should be utilized.
3. For utility status reports, include a quick summary of any schedules that may have changed.

ii. Advanced Approvals

1. Include a summary of all attached files.
2. Ensure that there is a clear plan of action for the utility and/or consultant.
3. Provide a proposed schedule including response to keep process moving.

iii. Agreement Revision Coordination

1. Include a summary list of all attached files.
2. Reference page numbers for any revisions made or areas where utility/consultant needs to provide input or review changes.
3. Use color code of tasks for what actions are assigned to the utility and those assigned to the consultant.



Communications (Email, Outlook Meetings, Teams, etc.)

2. Meeting Requests – all meetings should include project specific details in the subject line (see below), and a brief description of the purpose of the meeting in the body of the meeting invitation. If a formal agenda is not being prepared, include a short list of discussion topics to allow participants to prepare.

a. Subject Lines

i. Project Level Meetings – not utility specific

1. CSJ – 0323-01-028
2. Road – SH 95
3. Project Title – City of Smithville
4. Subject Matter/Purpose – Updated Total Project Costs (TPC)
5. Example - 0323-01-028, SH 95, City of Smithville, Updated TPC

ii. Utility Specific Meeting

1. Utility ID – U_7668
2. Roadway – SH 95
3. Project Description – City of Smithville
4. Utility Name - Electric
5. Purpose of the Meeting – Agreement
6. Example – U_7688, SH 95, City of Smithville, Electric, Agreement
7. NOTE – Please be sure to include the CSJ in the body of the email if appropriate.

b. Meeting Facilitation Requirements, if you are facilitating a meeting for the Austin District here are a few guidelines that should be followed.

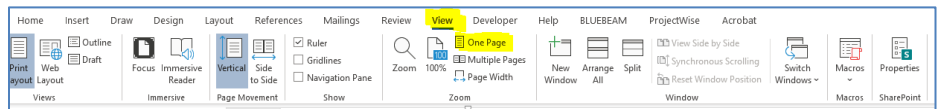
i. In person meetings

1. Include location for meeting this may include address and name of conference room.
2. Provide detailed instructions for access to location.
3. A map can also be provided to show the building location and door for entry.
4. If meeting out in the field, please provide an appropriate safe meeting place and include the requirement for proper Personal Protective Equipment (PPE).
5. Include a contact cellular phone number in the body of the message.

ii. Microsoft Teams meetings (or other virtual meeting formats)

1. Always plan to share your screen and have some sort of visual aid for conversation.
2. Attendees should plan to attend with the ability to see visual aids (not just audio).
3. When sharing screen make sure document is clear and easy to read.

a. For example, if sharing a word document change the view settings to only show One Page.



b.

4. It may be appropriate for another team member other than the meeting facilitator to take detailed notes and capture action items.
5. Meetings are an opportunity to get different parties together to communicate ideas or issues that is more efficient than email communication.
6. In some cases email communication is more efficient then re-occurring meetings when the only purpose of the meeting is to follow-up with ongoing tasks.

Austin District - Utility ID Process

The Austin District has created a Utility ID request FORM that is submitted to the TxDOT project manager and used by the Austin District Utility Team to create utility IDs for both reimbursable and non-reimbursable utilities identified within the project limits.

- This form is use for all utility IDs including non-reimbursable utility coordination; therefore, it is not included in the TOOLBOX instead it can be found in the Austin District Utility FORMS section on the [Austin Districts standards web page](#).
- Another template is available on the Austin District Utility FORM section is the Utility Status Report (USR). This template should be used to generate anticipated utility relocation schedules early in the utility coordination process.
- If you have any questions please send and email to AUS_Utilities@txdot.gov. Updated: 04/01/24

As you can see this is not just a fillable FORM, but it is also designed as a checklist:

- Utility ID is blank for new requests, this FORM will be returned Utility ID is created in TxConnect.
- This form has been updated 04/01/24, to include dropdown to re-submit form to update TxConnect data.
- Provide LF of utility conflict per CSJ if project has multiple CSJs.
- Select from dropdown list type of adjustment anticipated.
- For the purpose of this information sheet Utility ID submissions are anticipated to be non-reimbursable:
- Use dropdown to indicate status
 - ⇒ Utility Identified
 - ⇒ Utility Owner Notified of Conflict
 - ⇒ Utility No Longer in Conflict
 - ⇒ Adjustment in Progress

TxConnect Utility ID Data Management FORM

Date of Request: Request Type: Utility ID:

Utility Name: Utility Status:

Controlling Construction CSJ: ROW CSJ: LF of Utility identified:

Secondary Construction CSJ: ROW CSJ #2: LF of Utility identified:

Highway: Anticipated Let Date:

Type of Adjustment:

Purpose of Utility ID - select only one

Utility ID for State Utility Process (SUP) - calculated eligibility ratio is:

Utility ID for interstate project (FUP) - eligibility ratio is 100%

Utility ID for Local Utility Process (LUP) - calculated eligibility ratio is:

Utility ID for joint-use agreement ONLY

Utility ID for non-reimbursable joint-bid utility (AFA ONLY)

Utility ID for non-reimbursable relocations - current status:

Checklist for reimbursable utilities with calculated eligibility ratios Eligibility ratios must be verified by Austin District Utility Team before Utility ID can be created. Incomplete submissions will be rejected.

existing utility exhibit with measurement calculations on each page & **verified with utility**

Standard Estimate Tool - eligibility calculations & eligibility measurements for each page

Proof of property interest FORM (can be submitted at later date, but will be required)

Roadway Project Limits and Utility Conflict Limits (enter station numbers)

Roadway Project Begin [Station #] End [Station #]

Utility Conflict Begin [Station #] End [Station #]

Is utility relocation outside of the Roadway project limits? If so, provide justification below

Initial Cost Estimate and anticipated schedule

Utility Facilities in conflict [enter quantity]: <input type="text"/>	Poles -or- <input type="text"/>	LF <input type="text"/>
Unit Rate based on Utility Type (see Austin District Unit Rate Table): <input type="text"/>		
Initial TOTAL Project Cost Estimate <input type="text"/>		
Proposed/Actual date (NOC) letter sent to Utility <input type="text"/>		
Anticipated Date of Final Conflict Matrix <input type="text"/>		
Proposed/Actual date (NOC 03-03) letter sent to Utility <input type="text"/>		
Utility relocation design complete and submitted to project team <input type="text"/>		
Proposed/Actual date (NORA) letter sent to Utility <input type="text"/>		
Estimated date utility construction to begin <input type="text"/>		
Estimated duration of utility accommodation (days) <input type="text"/>		
Estimated date utility construction complete <input type="text"/>		

Advanced Approval(s) needed prior to submission of the utility agreement to Austin District - check all that apply

UAR Exception Approval FORM Proof of Property Interest FORM

Forced Betterment Approval FORM Easement Value Approval FORM

Utility Company Contact - provide primary utility owner contact information, and any other information that may be useful.

Utility Contact Name:

Utility Contact Email:

Utility Contact Phone #:

Utility contact information should be an employee of the utility company. If a utility is being represented by a consultant, delete this text and provide that information here.

This the second part of the FORM

- Enter poles or LF of facility in conflict that matches the eligibility ratio
- Use unit rate table for initial estimate
- Provide anticipated schedule, based on final utility conflict matrix, Utility design, and construction dates.
- Utility Status Report Template is a good tool to generate a schedule.
- Indicate if UAR Exception is needed.
- Provide utility contact information.
- This tool can be found on the Austin District Utility FORMS page.
- [Utility ID Request Form \(txdot.gov\)](#)

If you have any questions please send and email to AUS_Utilities@txdot.gov.

Utility Status Report (USR)

Maybe one of the most useful utility coordination tools available is the Austin District Utility Status Report (USR). This report has been used by the Austin District to track utility relocation schedules by milestones since 2018. Recently this report when through a revision and version 2.0 is now available:

- This tool is required for all projects with an assigned utility IDs including non-reimbursable utility coordination.
- It is not included in the TOOLBOX instead it can be found on the [Austin Districts standards web page](#).
- The USR should be used to generate anticipated utility relocation schedules early in the utility coordination process.
- If you have any questions please send an email to AUS_Utilities@txdot.gov.

Updated: 04/01/24

The USR template is a tool that can be customized for any project:

- The first part is for project specific information
 - ⇒ Frequency of report (drop down)
 - ⇒ Project information
 - ⇒ Project station limits (important)
 - ⇒ Anticipated Let Date
 - ⇒ Project Design Schedule Table
- Next there are 4 different USR templates
 - ⇒ Non-reimbursable
 - ⇒ Non-reimbursable Joint-Bid
 - ⇒ Reimbursable
 - ⇒ Reimbursable Joint-Bid
- Each utility identified that needs to relocate should be listed on this report.
- **Additional milestones can be added to help capture all the utility owner critical tasks.**
- The purpose of this report is to have a list of dates and milestones that can be verified throughout the utility coordination process.
 - ⇒ Any dates that shift out to a later date will more than likely cause the rest of the schedule to shift.
 - ⇒ This is not only a good tool for the TxDOT project team, but can also be utilized by the utility owner.
- The overall goal of this report is to establish effective communication and documentation of a realistic utility relocation schedule for each utility on each project.
- **The USR should be used to track upcoming milestones (next 30-60 days) to ensure the project is staying on track.**

Frequency of Report: **Utility Status Report (USR)** version 2.0

Roadway Name: _____ Roadway Name. Project Limits: Description.
 CSJ: Construction CSJ. ROW CSJ: ROW CSJ.
 Project Limits TO: Station start. Limits to Station: Station Ends.
 Estimated Let Date: date. Full Authority Date (ROW): date.

Project Design Schedule	30% PS&E	60% PS&E	90% PS&E	100% PS&E
	Date: _____ Complete <input type="checkbox"/>	Date: _____ Complete <input type="checkbox"/>	Date: _____ Complete <input type="checkbox"/>	Date: _____ Complete <input type="checkbox"/>

Utility Name - Utility ID # U _____

Non-Reimbursable, Reimbursable, Joint-BID

Brief Notes for this report: Notes specific to this version of the Utility Status Report (USR).

Utility Status: Select Utility Status Updated: Click to enter a date.

FINAL Utility Conflicts Identified - Utility Notified.....	Date: Date.	Updated: Date	Complete <input type="checkbox"/>
Begin Design	Date: Date.	Updated: Date	Complete <input type="checkbox"/>
Design Complete	Date: Date.	Updated: Date	Complete <input type="checkbox"/>
TxDOT Permitted Submitted by	Date: Date.	Updated: Date	Complete <input type="checkbox"/>
TxDOT Permitted Approved by (30 days)	Date: Date.	Updated: Date	Complete <input type="checkbox"/>
Advertise for Construction Bids	Date: Date.	Updated: Date	Complete <input type="checkbox"/>
Materials Received by.....	Date: Date.	Updated: Date	Complete <input type="checkbox"/>
Award Competitive Bid	Date: Date.	Updated: Date	Complete <input type="checkbox"/>
Construction Start	Date: Date.	Updated: Date	Complete <input type="checkbox"/>
Construction Completion (new facility)	Date: Date.	Updated: Date	Complete <input type="checkbox"/>
Utility Specific Tasks (splicing, pressure testing, etc.).....	Date: Date.	Updated: Date	Complete <input type="checkbox"/>
Existing facility abandoned/removed	Date: Date.	Updated: Date	Complete <input type="checkbox"/>

Utility Name - Utility ID # U _____

Non-Reimbursable, Reimbursable, Joint-BID

Brief Notes for this report: Notes specific to this version of the Utility Status Report (USR).

Utility Status: Select Utility Status Updated: Click to enter a date.

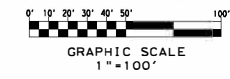
FINAL Utility Conflicts Identified - Utility Notified.....	Date: Date.	Updated: Date	Complete <input type="checkbox"/>
Begin Design	Date: Date.	Updated: Date	Complete <input type="checkbox"/>
Advanced Approval Submitted to TxDOT	Date: Date.	Updated: Date	Complete <input type="checkbox"/>
Advanced Approvals Approved by TxDOT	Date: Date.	Updated: Date	Complete <input type="checkbox"/>
Design Complete	Date: Date.	Updated: Date	Complete <input type="checkbox"/>
Agreement Draft Submitted to TxDOT	Date: Date.	Updated: Date	Complete <input type="checkbox"/>
TxDOT Permitted Submitted by	Date: Date.	Updated: Date	Complete <input type="checkbox"/>
Agreement Executed by TxDOT	Date: Date.	Updated: Date	Complete <input type="checkbox"/>
TxDOT Permitted Approved by (30 days)	Date: Date.	Updated: Date	Complete <input type="checkbox"/>
Advertise for Construction Bids	Date: Date.	Updated: Date	Complete <input type="checkbox"/>
Materials Received by.....	Date: Date.	Updated: Date	Complete <input type="checkbox"/>
Award Competitive Bid	Date: Date.	Updated: Date	Complete <input type="checkbox"/>
Construction Start	Date: Date.	Updated: Date	Complete <input type="checkbox"/>
Construction Completion (new facility)	Date: Date.	Updated: Date	Complete <input type="checkbox"/>
Utility Specific Tasks (splicing, pressure testing, etc.).....	Date: Date.	Updated: Date	Complete <input type="checkbox"/>
Existing facility abandoned/removed	Date: Date.	Updated: Date	Complete <input type="checkbox"/>

If you have any questions please send an email to AUS_Utilities@txdot.gov.

Utility Conflict Management

Utility Name	Conflict ID	ID Call-out on SUE	Utility Type	Start Station (Drwy LT.)	End Station (Drwy RT.)	Conflict Description	Conflict Status	Recommended Action	Test Hole Needed	Test Hole Number	Resolution Status
Frontier Communications	1	TuG FO	Communications	105+18.48 Drwy LT.		Driveway pipes and SET installation in conflict with underground telephone and fiber optic	Not in Conflict	Cleared by Utility			Utility conflict resolved
Frontier Communications	2	TuG FO	Communications	113+03.66 Drwy LT.		Driveway pipes and SET installation in conflict with underground telephone and fiber optic	Not in Conflict	Cleared by Utility			Utility conflict resolved
Frontier Communications	3	TuG	Communications	120+26.15	120+26.15	Underground telephone crossing - Raising the wingwalls here, no excavation work	Not in Conflict	Cleared by Utility			Utility conflict resolved
Frontier Communications	4	FO	Communications	121+71.44	121+71.44	Underground fiber optic crossing	Not in Conflict	Cleared by Utility			Utility conflict resolved
Frontier Communications	5	TuG	Communications	125+51.48, 33' LT.	125+65.48, 33' LT.	Wingwall installation in conflict with underground telephone (North Side)	Not in Conflict	Cleared by Utility			Utility conflict resolved
Frontier Communications	6	TuG	Communications	132+67.00, 31' LT.	132+81.00, 31' LT.	Wingwall installation in conflict with underground telephone Existing telephone is 2.4' deep, conflict with existing SET removal, telephone is approx. 5.4' from ROW, <i>NOTE in plans to excavate with care when removing SET, contact Frontier Communications prior to excavation of this conflict.</i> 4/6/20 - Utility will re-route service to line on south side of roadway and abandon this line in place	Conflict	Abandon in place	yes	1	Utility conflict resolution strategy selected
Frontier Communications	7	TuG FO	Communications	132+67.00, 31' RT.	132+81.00, 31' RT.	Existing Telephone crossing to relocate to overhead crossing, 2.1' deep	Conflict	Plan for Relocation	no	2	utility conflict resolved
Frontier Communications	7a	TuG FO	Communications	132+67.00, 31' RT.	132+81.00, 31' RT.	Wingwall/SET installation in conflict with underground telephone and fiber optic Existing Fiber Optic should be clear of construction 2.4' deep NOTE in plans to excavate with care when excavating for proposed rip rap towards TxDOT ROW line.	Conflict	Protect in Place	yes	3	Utility conflict resolution strategy selected
Frontier Communications	8	FO TuG	Communications		133+08.15 Drwy RT.	Driveway pipes and SET installation in conflict with underground telephone and fiber optic	Not in Conflict	Cleared by Utility			Utility conflict resolved
Frontier Communications	9	TuG	Communications	133+96.71 Drwy LT.		Driveway pipes and SET installation in conflict with underground telephone	Not in Conflict	Cleared by Utility			Utility conflict resolved
Frontier Communications	10	TuG	Communications	139+41.15 Drwy LT.		Driveway pipes and SET installation in conflict with underground telephone 4/6/20 - Update - Abandon in place	Conflict	Abandon in place	no		Utility conflict resolution strategy selected
Frontier Communications	11	TuG	Communications	145+78.38 29.8' LT.	145+92.38 29.8' LT.	Parallel Wingwall installation in conflict with underground telephone 4/6/20 - Update - Abandon in place	Conflict	Abandon in place	no		Utility conflict resolution strategy selected
Frontier Communications	12	TuG	Communications	145+85.52 33.5' RT.	145+85.52 33.5' RT.	SET installation in conflict with underground telephone and Fiber Optic	Not in Conflict	Cleared by Utility			Utility conflict resolved
Frontier Communications	13	TuG FO	Communications		147+74.33 Drwy RT.	Driveway pipes and SET installation in conflict with underground telephone	Not in Conflict	Cleared by Utility			Utility conflict resolved
Frontier Communications	14	TuG	Communications	148+47.72 Drwy LT.		Driveway pipes and SET installation in conflict with underground telephone Test Hole shows line is 2.1' deep at this location, excavation of about 2.25' in this area, LINE is in CONFLICT 4/6/20 - Update - Abandon in place	Conflict	Abandon in place	yes	5	Utility conflict resolution strategy selected

4/2/2019 10:59:30 AM
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MATCH LINE SUE PAGE 2 OF 49

MATCH LINE SUE PAGE 4 OF 49

Conflict #6 (Test Hole #1)
Protect in Place
 existing SET removal, Telephone line is 5'4" from ROW and 2.4' Deep
 4/6/20 - update to abandon in place

Conflict #10
 lower in place
 3' of cut from existing grade
 see cross section page 43

Conflict #7 (Test Hole #1)
Relocate Crossing
 At meeting in field with Frontier it was discussed to relocate this telephone crossing to overhead.
 Existing crossing is 2.1' feet deep.

Conflict #7a (Test Hole #2)
Protect in Place
 Excavate with care when installing proposed rip rap TOE, existing fiber optic and telephone should be 2.4' feet deep
 Excavate with care, notify utility

- LEGEND**
- AERIAL TARGET
 - CATV HANDHOLE
 - CATV MANHOLE
 - CATV PEDESTAL
 - CATV MARKER POST
 - CURB INLET
 - DROP OR GRATE INLET
 - ELECTRIC HAND HOLE
 - ELECTRIC MANHOLE
 - ELECTRIC MARKER POST
 - ELECTRIC METER
 - EOI
 - FIRE HYDRANT
 - FIBER OPTIC HANDHOLE
 - FIBER OPTIC MANHOLE
 - FIBER OPTIC MARKER POST
 - GAS MANHOLE
 - GAS MARKER POST
 - GAS TEST STATION
 - GAS VALVE
 - GAS VENT PIPE
 - GROUND LIGHT
 - LIGHT STANDARD
 - MONITOR WELL
 - POWER POLE
 - POWER POLE WITH RISER
 - STORM MANHOLE
 - TELEPHONE HANDHOLE
 - TELEPHONE MANHOLE
 - TELEPHONE MARKER POST
 - TELEPHONE PEDESTAL
 - TELEPHONE POLE
 - TELEPHONE POLE WITH RISER
 - TEST HOLE
 - TRAFFIC CONTROL BOX
 - TRAFFIC SIGNAL BOX
 - TRAFFIC CONTROL HANDHOLE
 - TRAFFIC CONTROL MANHOLE
 - TRANSMISSION POWER POLE
 - TRAVERSE POINT
 - TXDOT MONUMENT
 - UTILITY CONTINUATION (PROJECT LIMITS)
 - WASTEWATER CLEANOUT
 - WASTEWATER MARKER POST
 - WASTEWATER MANHOLE
 - WATER MANHOLE
 - WATER MARKER POST
 - WATER METER
 - WATER VALVE
 - WATER VENT PIPE
 - APPROX. EXIST. ROW
 - APPROX. PROP. ROW

- CATV
- ELECTRIC
- FIBER OPTIC
- FORCE MAIN
- GAS
- OVERHEAD UTILITIES
- REUSE OR RECLAIM WATER
- STORM
- TELEPHONE
- TRAFFIC CONTROL
- UNKNOWN
- WATER
- WASTEWATER
- QL-D OR QL-C (SHOWN IN THE COLOR OF THE UTILITY DEPICTED)
- ONE CALL LINES

GENERAL NOTES:

- THE HORIZONTAL LOCATION OF UTILITIES SHOWN ON THESE DRAWINGS IS ARRIVED AT BY THE USE OF DESIGNATING EQUIPMENT. THESE LINES WERE NOT UNCOVERED TO VERIFY EXACT HORIZONTAL LOCATIONS.
- THE ACCURACY OF THE HORIZONTAL LOCATION OF UTILITY LINES SHOWN ON THESE PLANS CAN BE INFLUENCED BY FACTORS BEYOND SAM, LLC'S CONTROL, SUCH AS CONDUCTIVITY OF MATERIALS AND THEIR SURROUNDINGS, SOIL MOISTURE CONTENT, PROXIMITY OF OTHER UNDERGROUND UTILITIES OR STRUCTURES, DEPTH OF UTILITY, ETC. THEREFORE, ONLY THE ACCURACY OBTAINED BY ACTUAL EXCAVATION CAN BE GUARANTEED TO APPLICABLE ENGINEERING AND/OR SURVEYING STANDARDS.
- AS-BUILT DRAWINGS WERE USED TO COMPARE DESIGNATED LOCATIONS TO CONSTRUCTION AS-BUILT LOCATIONS.
- THE USE OF THE HORIZONTAL LOCATIONS OF THE UTILITIES SHOWN ON THESE PLANS DOES NOT RELIEVE THE CONTRACTOR FROM THE DUTY TO COMPLY WITH APPLICABLE UTILITY DAMAGE PREVENTION LAWS AND REGULATIONS, INCLUDING, BUT NOT LIMITED TO, GIVING NOTIFICATION TO UTILITY OWNER'S "ONE-CALL" CENTERS BEFORE EXCAVATION.

ALL UTILITY INFORMATION HEREON IS DEPICTED TO QUALITY LEVEL "B" UNLESS OTHERWISE NOTED. SIZE INFORMATION SHOWN HEREON IS TAKEN FROM AVAILABLE UTILITY RECORDS.

ABBREVIATIONS:

- QL-C DEPICTED ACCORDING TO EXISTING ASSOCIATED UTILITY STRUCTURES.
- NO ELECTRONIC INFORMATION WAS OBTAINED.
- DEPICTED ACCORDING TO RECORD INFORMATION. NO ELECTRONIC INFORMATION WAS OBTAINED.
- (F.O.) FIBER OPTIC
- (AATFI) ABANDONED ACCORDING TO FIELD INFORMATION.
- (AATUR) ABANDONED ACCORDING TO UTILITY RECORDS.
- (EATFI) EMPTY ACCORDING TO FIELD INFORMATION.
- (EATUR) EMPTY ACCORDING TO UTILITY RECORDS.
- E UTILITY END POINT.
- EOI (EOIR) END OF ELECTRONIC DESIGNATING INFORMATION (END OF RECORD INFORMATION) UNLESS OTHERWISE NOTED. UTILITY LINE LIMITS DEPICTED REPRESENT FIELD DESIGNATING LIMITS AND NOT END POINTS OF UTILITIES.
- (X) NUMBER OF WIRES

UTILITY INFORMATION LABELED QL-C OR QL-D IS DERIVED FROM FURNISHED RECORDS. SUCH INFORMATION MAY NOT BE ACCURATE OR RELIABLE. SAM, LLC EXPRESSLY DISCLAIMS RESPONSIBILITY FOR THE ACCURACY OR RELIABILITY OF UTILITY INFORMATION DEPICTED ACCORDING TO RECORDS.

UNDERGROUND UTILITY CONTACT LIST

LINE	TYPE	OWNER
EU0	ELECTRIC	ONCOR
FO	FIBER OPTIC	FRONTIER
FO1	FIBER OPTIC	AT&T
FO2	FIBER OPTIC	LEVEL 3
FO3	FIBER OPTIC	MCI
FO4	FIBER OPTIC	FIBERLIGHT
G	GAS	ATMOS
G1	GAS	P2K PIPELINE
TUG	TELEPHONE	FRONTIER
W	WATER	CITY OF GRANGER
W1	WATER	WEIR WATER WORK
W2	WATER	JONAH WATER
WW	WASTEWATER	CITY OF GRANGER
WW1	WASTEWATER	PRIVATE
WW2	WASTEWATER	CITY OF GEORGET

OVERHEAD

LINE	TYPE	OWNER
C	CABLE TV	UNKNOWN
E	ELECTRIC	ONCOR
T	TELEPHONE	FRONTIER

SAM
 TEXAS BOARD OF PROFESSIONAL ENGINEERS
 COMPANY REGISTRATION # F-1937
 4801 Southwest Parkway
 Building Two, Suite 200
 Austin, Texas 78745
 Office: (512) 447-0575
 Fax: (512) 326-3029
 www.sam.biz

FM 971
 SH 130 TO SH 95
 QUALITY LEVEL B & D
 SUE PAGE 3 OF 49

FED. RD. DIV. NO.	AID PROJECT NO.	SHEET NO.	
6		4	
STATE	DIST.	COUNTY	
TEXAS	AUS	WILLIAMSON	
CONT.	SECT.	JOB	HIGHWAY NO.
2690	01	036	FM 971

CLIENT: TXDOT AUSTIN DISTRICT
 SAM #: 43048C
 SCALE: 1"=100'
 DATE: APRIL 2019
 PROJECT MANAGER: ASHLIN DAY, EIT
 PROJECT ENGINEER: CHRISTOPHER VILLAR, PE
 TECHNICIAN: PETE RICE
 LEAD DESIGNATOR: FIELDBOOKS:

THIS SEAL REPRESENTS THAT THE SUBSURFACE UTILITY ENGINEERING INFORMATION SHOWN ON THESE PLANS WAS PROVIDED TO THE STANDARD OF CARE OF THE INDUSTRY AND UNDER MY SUPERVISION. ALL OTHER INFORMATION IS PROVIDED BY OTHERS.

4/2/2019 10:59:30 AM



Conflict #11
lower in place
Proposed headwall 10' from ROW, nearest telecom
7' 7" from ROW,
2.5' of cut from existing grade, see culvert layout on P&P page 123

Conflict #14 (Test Hole #5)
Lower in Place
Existing line is 2.1' feet deep,
Excavation of about 2.25' in this area.

Conflict #17,
cleared

Conflict #18, cleared

MATCH LINE SUE PAGE 3 OF 49

MATCH LINE SUE PAGE 5 OF 49

Conflict #12
FO 3'6" from ROW,
edge of new SET
7.5' from ROW
Line,
conflict cleared.

Conflict #13,
cleared due to cut
of about 7" above
FO line location,
deepest cut is 3'2"
at 15' from ROW,
FO line is approx 3'
from ROW

Conflict #15, (test hole #6)
Lower in Place,
1' of cut over existing FO line
Will not have min. depth of cover

Conflict #19, cleared

verified TuG lines here are service lines.

LEGEND

AERIAL TARGET	POWER POLE WITH RISER	CATVUG CABLE TV
CATV HANDHOLE	STORM MANHOLE	EuG ELECTRIC
CATV MANHOLE	TELEPHONE MANHOLE	FO FIBER OPTIC
CATV PEDESTAL	TELEPHONE MARKER POST	FM FORCE MAIN
CATV MARKER POST	TELEPHONE PEDESTAL	G GAS
CURB INLET	TELEPHONE POLE WITH RISER	OU OVERHEAD UTILITIES
DROP OR GRATE INLET	TEST HOLE	RW REUSE OR RECLAIM WATER
ELECTRIC HAND HOLE	TRAFFIC CONTROL BOX	STM STORM
ELECTRIC MANHOLE	TRAFFIC SIGNAL BOX	TuG TELEPHONE
ELECTRIC MARKER POST	TRAFFIC CONTROL HANDHOLE	TC TRAFFIC CONTROL
ELECTRIC METER	TRAFFIC CONTROL MANHOLE	Unk UNKNOWN
EOI	TRANSMISSION POWER POLE	W WATER
FIRE HYDRANT	TRAVERSE POINT	WW WASTEWATER
FIBER OPTIC HANDHOLE	TXDOT MONUMENT	WV WASTEWATER
FIBER OPTIC MANHOLE	UTILITY CONTINUATION	QL-D OR QL-C (SHOWN IN THE COLOR OF THE UTILITY DEPICTED)
FIBER OPTIC MARKER POST	(PROJECT LIMITS)	1 CALL ONE CALL LINES
GAS MANHOLE	WASTEWATER CLEANOUT	
GAS MARKER POST	WASTEWATER MARKER POST	
GAS TEST STATION	WATER MANHOLE	
GAS VALVE	WATER MARKER POST	
GROUND LIGHT	WATER METER	
LIGHT STANDARD	WATER VALVE	
MONITOR WELL	WATER VENT PIPE	
POWER POLE	APPROX. EXIST. ROW	
	APPROX. PROP. ROW	

GENERAL NOTES:

1. THE HORIZONTAL LOCATION OF UTILITIES SHOWN ON THESE DRAWINGS IS ARRIVED AT BY THE USE OF DESIGNATING EQUIPMENT. THESE LINES WERE NOT UNCOVERED TO VERIFY EXACT HORIZONTAL LOCATIONS.
2. THE ACCURACY OF THE HORIZONTAL LOCATION OF UTILITY LINES SHOWN ON THESE PLANS CAN BE INFLUENCED BY FACTORS BEYOND SAM, LLC'S CONTROL, SUCH AS CONDUCTIVITY OF MATERIALS AND THEIR SURROUNDINGS, SOIL MOISTURE CONTENT, PROXIMITY OF OTHER UNDERGROUND UTILITIES OR STRUCTURES, DEPTH OF UTILITY, ETC. THEREFORE, ONLY THE ACCURACY OBTAINED BY ACTUAL EXCAVATION CAN BE GUARANTEED TO APPLICABLE ENGINEERING AND/OR SURVEYING STANDARDS.
3. AS-BUILT DRAWINGS WERE USED TO COMPARE DESIGNATED LOCATIONS TO CONSTRUCTION AS-BUILT LOCATIONS.
4. THE USE OF THE HORIZONTAL LOCATIONS OF THE UTILITIES SHOWN ON THESE PLANS DOES NOT RELIEVE THE CONTRACTOR FROM THE DUTY TO COMPLY WITH APPLICABLE UTILITY DAMAGE PREVENTION LAWS AND REGULATIONS, INCLUDING, BUT NOT LIMITED TO, GIVING NOTIFICATION TO UTILITY OWNER'S "ONE-CALL" CENTERS BEFORE EXCAVATION.

ALL UTILITY INFORMATION HEREON IS DEPICTED TO QUALITY LEVEL "B" UNLESS OTHERWISE NOTED. SIZE INFORMATION SHOWN HEREON IS TAKEN FROM AVAILABLE UTILITY RECORDS.

- ABBREVIATIONS:**
- QL-C DEPICTED ACCORDING TO EXISTING ASSOCIATED UTILITY STRUCTURES.
 - NO ELECTRONIC INFORMATION WAS OBTAINED.
 - QL-D DEPICTED ACCORDING TO RECORD INFORMATION. NO ELECTRONIC INFORMATION WAS OBTAINED.
 - (F.O.) FIBER OPTIC
 - (AATF1) ABANDONED ACCORDING TO FIELD INFORMATION.
 - (AATUR) ABANDONED ACCORDING TO UTILITY RECORDS.
 - (EATF1) EMPTY ACCORDING TO FIELD INFORMATION.
 - (EATUR) EMPTY ACCORDING TO UTILITY RECORDS.
 - E UTILITY END POINT.
 - EOI (EOIR) END OF ELECTRONIC DESIGNATING INFORMATION (END OF RECORD INFORMATION) UNLESS OTHERWISE NOTED. UTILITY LINE LIMITS DEPICTED REPRESENT FIELD DESIGNATING LIMITS AND NOT END POINTS OF UTILITIES.
 - (X) NUMBER OF WIRES

UTILITY INFORMATION LABELED QL-C OR QL-D IS DERIVED FROM FURNISHED RECORDS. SUCH INFORMATION MAY NOT BE ACCURATE OR RELIABLE. SAM, LLC EXPRESSLY DISCLAIMS RESPONSIBILITY FOR THE ACCURACY OR RELIABILITY OF UTILITY INFORMATION DEPICTED ACCORDING TO RECORDS.

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UNDERGROUND UTILITY CONTACT LIST

LINE	TYPE	OWNER
EU6	ELECTRIC	ONCOR
FO	FIBER OPTIC	FRONTIER
FO1	FIBER OPTIC	AT&T
FO2	FIBER OPTIC	LEVEL 3
FO3	FIBER OPTIC	MCI
FO4	FIBER OPTIC	FIBERLIGHT
G	GAS	ATMOS
G1	GAS	P2K PIPELINE
TUG	TELEPHONE	FRONTIER
W	WATER	CITY OF GRANGER
W1	WATER	WEIR WATER WORK
W2	WATER	JONAH WATER
WW	WASTEWATER	CITY OF GRANGER
WW1	WASTEWATER	PRIVATE
WW2	WASTEWATER	CITY OF GEORGET

OVERHEAD

LINE	TYPE	OWNER
C	CABLE TV	UNKNOWN
E	ELECTRIC	ONCOR
T	TELEPHONE	FRONTIER

SAM
TEXAS BOARD OF PROFESSIONAL ENGINEERS
COMPANY REGISTRATION # F-1937
4801 Southwest Parkway
Building Two, Suite 200
Austin, Texas 78745
Office: (512) 447-0575
Fax: (512) 326-3029
www.sam.biz

CLIENT: TXDOT AUSTIN DISTRICT
SAM # 43048C
SCALE: 1"=100'
DATE: APRIL 2019

PROJECT MANAGER: ASHLIN DAY, EIT
PROJECT ENGINEER: CHRISTOPHER VILLAR, PE
TECHNICIAN: PETE RICE
LEAD DESIGNATOR:
FIELDBOOKS:

FM 971
SH 130 TO SH 95
QUALITY LEVEL B & D
SUE PAGE 4 OF 49

FED. RD. DIV. NO.	AID PROJECT NO.	SHEET NO.
6		5

STATE	DIST.	COUNTY
TEXAS	AUS	WILLIAMSON

CONT.	SECT.	JOB	HIGHWAY NO.
2690	01	036	FM 971

Utility Engineering Scope of Work for Work Authorizations

DELIVERABLES

The Engineer shall provide the following:

1. Utility Contact List – this will be provided on the Utility Conflict Matrix.
2. Utility Contact Letters – to be delivered electronically.
 - a. Refer to Utility Coordination 2.0 guideline.
 - b. 01-Notice of Utility Coordination for Upcoming Project
 - c. 02-ROW_U_NOPC
 - d. 03-03 NOUC letter (3 versions)
 - e. 04 – ROW_U_NORA
3. Utility Conflict Matrix
 - a. Austin District templates to use as a guide.
 - i. Conflict Matrix must be able to be filtered by utility owner.
 - ii. Utility Owner names should match Utility ID in TxDOT.
 - b. Utility Summary will be required for 03-03 NOCU letter.
 - c. Must be provided to TxDOT in both Excel and .pdf formats.
4. Existing Utility Layout - depicting SUE QL-D, C, B, & A, along with stationing and roadway improvements, Microstation .dgn file, Google Earth (.kmz) file and 11" x 17" plan sets electronic copy (.pdf) for TxDOT review with
 - a. separate line styles for QLD- C/D and QLD-B,
 - b. industry accepted color codes for each utility type;
 - c. include legend on each page denoting utility owners;
 - d. Each linear foot of Level C & D should include records research and survey of above ground appurtenances such as overhead utility poles, water valves, telecom pedestals, gas line vents and markers.
 - i. Telecoms attached to poles should be considered as part of the Level C & D level of effort. Additional survey time may be required to determine attached telecom owners.
 - ii. Quantity (linear feet) of Level C & D and Level B for each utility should be noted in a table on each page of existing utility layout.
 - iii. *Use of survey data collected by others is not an acceptable submission for Level C efforts. Use of survey by others shall be considered level D records research.*
 - e. utility conflict must be labeled to match conflict matrix,
 - f. Final existing layout sheets should be signed & sealed
5. Utility Status Report (USR)
 - a. Microsoft word Template is available on Austin District web page.
 - b. This report is required for all TxDOT projects and must be submitted to TxDOT as a Microsoft Word.doc file.
6. Utility ID FORMS
 - a. Austin District fillable form available on Austin District web page.
 - b. Required for all utilities potentially in conflict with roadway project.

Utility Engineering Scope of Work for Work Authorizations

7. Cross Sections – Existing utilities to be referenced into proposed cross sections at known distance from ROW due to Level B SUE, depth to be assumed from UAR required minimum depth of cover.
8. Final SUE Test Hole Data Sheets - signed & sealed
9. Proposed Utility Layout - showing existing, abandoned, removal and proposed facilities, as a Microstation .dgn file, Google Earth (.kmz) file depicting each proposed location (location from ROW and other utilities), and 11" x 17" plan sets electronic copy (.pdf)
10. Standard Utility Agreement (AGMT) - use the most up-to-date version of Austin District standard utility agreement fillable form template (.pdf)
 - a. Standard Estimate Tool (MS Excel cost estimate template) - must be used to prepare cost estimates included in standard utility agreements.
 - i. Sheet-by-sheet comparison must be completed by utility coordination consultant to verify plans match estimate.
 - ii. Any modification to template must be approved by TxDOT.
 - b. Existing-Proposed Table Exhibit- created in Microsoft Excel, a table that lists the material types, sizes and quantities of the Existing and the Proposed utility facilities, and has cross-references to the utility plan sheets and station numbers.
 - c. Advanced Approval documentation – advanced approval by the Austin District is required for UAR Exceptions, Forced Betterment, Proof of Property Interest and Easement Values prior to submission of the standard utility agreement. Advanced approval requests shall be prepared in accordance with applicable Austin District guidelines and include required forms and attachments.
 - d. Austin District SUA Checklist for Consultants- the checklist shall be filled out completely and accompany each SUA submission. Each SUA assembly shall comply with all the checklist items.
11. Copies of diaries, correspondence, and other work-related communication documentation
12. All meeting minutes (delivered electronically)
13. Monthly progress reports and other documents required