



STATE OF TENNESSEE
DEPARTMENT OF TRANSPORTATION
CHATTANOOGA, TN 37422-2368

JOHN C. SCHROER
COMMISSIONER

BILL HASLAM
GOVERNOR

Engineering Authorization Date: **9/17/2013**

Federal Funds: **5/22/2013**

JERRY GARRISON
CITY OF CROSSVILLE / CATOOSA DEPARTMENT
392 NORTH MAIN STREET
CROSSVILLE, TN 385554232

WATER

PROJECT#/S: **18008-2221-14** COUNTY/S: **CUMBERLAND**
FEDERAL: **STP-28(31)** PIN #: **100260.01**
DESCRIPTION: **SR-28(US-127) FROM NORTH OF I-40 TO NEAR LEGION RD.**

Project Eligible For
Chapter 86
Reimbursement:
YES NO

Please refer to the above captioned project number on all correspondence concerning utility relocation.

Dear **MR JERRY GARRISON**,

This letter will serve as authority for the Utility to proceed with ALL engineering that is necessary to prepare plans, schedule of working days, and estimates of cost for the adjustment of your facilities which may be in conflict with this project. This is done in accordance with the provisions of TCA 54-5-854.

If a consultant is needed, see paragraph "A" on page 2. Consultant package must be submitted and approved by this office before consultant engineering will be eligible for reimbursement.

Estimates of cost prepared in response to this authorization are confidential and shall not be released or made available to anyone other than the Utility, the approved consultant, and TDOT.

Reimbursement will be in accordance with TCA 54-5-804 and as amended by Public Chapter No. 86 of the Public Acts of 2003. The cost of any work done prior to the authorization date of this letter will not be eligible for reimbursement.

This notice is not to be construed as authority to actually relocate any of your facilities. Any relocation work done prior to written approval from the State Utility Coordinator, will not be eligible for reimbursement.

This project is currently scheduled for letting: **9/24/2014**

To be eligible for reimbursement, if the project is qualified for Chapter 86 reimbursement as noted above, the Utility MUST submit to this office for Location Approval by the revised due date (A): 1/21/2014

- 1) (5) half-sized, color-coded relocation plans. A PDF file is requested if the utility can provide in lieu of hardcopies.
- 2) Complete TDOT Form 2004-16, including signed Declaration of Schedule Calendar Days and Chapter 86 Eligibility
- 3) Utility declaration for reimbursement.

In addition, to be eligible for inclusion of the utility relocation work in the State Construction contract, the following must be submitted by due date (B): 6/4/2014

- 1) PDF file of detailed color-coded Utility relocation plans is required.
- 2) PDF file of detailed Utility Specifications is required.
- 3) Complete Utility Item Spreadsheet in Excel format, including estimated construction cost.
- 4) Complete Utility individual permit sketches, if required.

If the submittal is not made prior to the date specified, the utility will not be eligible to include the work in the state contract.

The following is provided to assist you in responding to the Department request:

A) If a consultant is needed to perform the necessary engineering, please request approval immediately by submitting:

TDOT Form 2003-13:

- 1) Certification of Consultant.
- 2) Memorandum of Understanding.

TDOT Form 2004-16:

- 1) Sheet 1.1 Estimate of Engineering.

Any work done by a consultant prior to written approval from this office, will NOT be eligible for reimbursement.

B) The following must be submitted for **Location Approval** by the date (A) specified above:

- 1) Enclosed are two (2) sets of project plans for the above mentioned project for your use in designating the location of facilities affected by the construction of this project. Submit five (5) copies or PDF file of color-coded relocation plans to show the correct location of existing, proposed and/or relocated utility facilities color-coded as follows:

Greenremoval or retire-in-place

Orange/Yellow ...existing to remain

Red new installation

Bluetemporary relocation

Please submit your relocation on half-size TDOT present layout sheets, unless directed otherwise by this office.

- 2) The Utility cost estimate must contain::
 - a) A statement of how relocation costs will be accumulated in accordance with Federal Aid Policy Guide 23 CFR 645A.
 - b) An estimate of costs for the replacement of any private easements needed for utility relocation along with the estimated time required to acquire easements. The utility is responsible for the acquisition of all utility easements required.
 - c) An estimate of cost for any engineering needed for utility relocation.
 - d) An estimate of cost for any betterment of utility facilities included as part of this project.

This information is to be provided on TDOT Form 2004-16 or comparable format containing the same information as approved by TDOT.

- 3) The Utility Estimate of Working Days stating the amount of time (number of Calendar Days) required for completion of the relocation as documented in a Declaration of Scheduled Calendar Days (TDOT Form 2004-16. Sheet 8.1).

- 4) A Declaration by the Utility for reimbursement is requested based on:

- a) Statement indicating percentage of existing facilities on private utility right-of-way.
- b) A request that all existing facilities that are in conflict with proposed construction will be relocated by the utility prior to the project letting date.
- c) A request that all existing facilities that are in conflict with construction will be included in the State highway construction contract for relocation.

- 5) If **No Conflict** is anticipated, the Utility must furnish a letter stating that no conflict is anticipated.

C) This office will review and, if appropriate, provide **Location Approval** of the utility plans submitted.

D) The Utility will prepare detailed utility relocation plans:

- 1) If the Utility declaration for reimbursement, under provisions of Chapter 86, is to relocate utilities prior to the letting date **9/24/2014**, a contract will be submitted to the Utility for signature. The contract must be returned to the Department office specified for execution. The **Begin Work** authorization letter must be issued before the utility can begin relocation of facilities and to be eligible for reimbursement.
- 2) If the utility declaration is to relocate utilities in the **State Construction Contract**, the following must be submitted by the due date (B) specified above:
 - a) Complete, detailed Utility relocation plans to be included in the State highway construction plans signed and sealed by professional engineer. Plans must be sufficient for the State contractor to construct. Plans must be the 22"X34" in size, and submitted in PDF format with the specified TDOT sheet block on each sheet.
 - b) Complete, detailed Utility specifications to be included in the State highway construction contract. Specifications must be sufficient to meet utility specifications as performed by the State contractor. Specifications are to be in PDF format.
 - c) Complete Utility Item Spreadsheet file. Item numbers (assigned by the Department), item descriptions, unit of measure, quantity and estimated construction costs, submitted in Excel format provided by the Department.
 - d) Complete Utility individual permit sketches. including wetlands and stream crossings, as requested by the Department.

If we can be of assistance or you have any questions concerning this project, please let us know. We will be glad to assist you in any way we can.

Sincerely,



Seth Freer
Utilities Dept.
PO Box 22368
Chattanooga, TN 37422-2368
Right-of-Way Office/Utilities Section
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Fax: (423) 510-1131
Email: seth.freer@tn.gov

Enclosure Two (2) sets TDOT ROW Plans
TDOT Form 2004-12 Declaration of Schedule Days
TDOT Form 2004-13 Engineering Consultant
TDOT Form 2004-14 CADD Disclaimer
TDOT Form 2004-16 Standard Estimate

(ALL Forms can be downloaded from the "Utilities Office" section of the TDOT web site: www.tdot.state.tn.us) Rev. 4-7-2010

cc: File