CHAPTER 19

19-1.03(04) Special Provisions serves one of two functions in the contract document as follows:

1. directly modifies the existing Standard Specifications by adding, deleting; or revising language in an existing section, or by adding a new section; or
2. adds a stand-alone specification to the contract that does not directly modify the Standard Specification.
The two distinct types of special provisions are Recurring Special Provisions, which are further subdivided into Standard Recurring Special Provisions and Contract-Specific Recurring Special Provisions; and Unique Special Provisions.
Definition:

A Unique Special Provision is a specification that pertains only to a specific situation on a project that is not covered by an existing standard document.
Chapter 19-2.04

The completed Special Provision Menu must be submitted to the Contract Administration Division.
<table>
<thead>
<tr>
<th>Standard Specifications Section</th>
<th>Unique Special Provision Title</th>
<th>Document Filename</th>
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<tr>
<td>001</td>
<td>PROPERTY SEGMENTS</td>
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<td></td>
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<td>UTILITY RELOCATIONS</td>
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<td>CLEANING RIGHT OF WAY</td>
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<tr>
<td>202</td>
<td>STANDING AND CLEANING RIGHT OF WAY</td>
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<tr>
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<td>DRAINAGE STRUCTURES</td>
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</tr>
</tbody>
</table>
Unique Special Provision Use

A Unique Special Provision is required if the items of work, methods, materials, sequence of operations, or other restrictions or requirements necessary for completion of the project cannot be described completely by a Recurring Special Provision, a Recurring Plan Detail, the Standard Drawings, the Supplemental Specifications, or the Standard Specifications.
Described completely should be interpreted to mean:
Unique Special Provision Use

That the work to be accomplished, the type of materials or equipment required, the construction methods or details to be used, the method of measuring the work, the basis of payment for the work, and all restrictions or requirements specific to the contract are clearly defined.
The standard structure consists of the “Big Five”:
1. Description
2. Materials
3. Construction Requirements
4. Method of Measurement
5. Basis of Payment
Briefly, but completely describe the scope of work to be performed, with references to specifications, plans, or other recurring special provisions that further define the work.
List the materials to be used in the work and clearly indicate the criteria for acceptance of the materials.
The construction requirements should be written in the logical order in which field operations are anticipated to proceed. Clearly define the requirements for general conditions, types of construction, and quality of workmanship.
Method of Measurement

- Describe the components of the completed work that will be measured to determine the pay quantity for the pay item as it will be described in the Schedule of Pay Items.
Define the measured units for which payment will be made. Include the pay item name as it will appear in the Schedule of Pay Items and define the scope of work included in payment.
19-3.02 Once a Unique Special Provision is developed an electronic copy is to be transmitted to the project manager for the review process.
Review Process of a USP

- Depending on the nature of the Unique Special Provision, the following offices should be afforded the opportunity to review a provision prior to inclusion in a contract.
Review Process of a USP

- Central Office
  - Division of Planning
    - Office of Pavement Engineering
    - Office of Roadway safety and Mobility
  - Division of Production
    - Office of Roadway Services
    - Office of Structural Services
    - Office of Geotechnical Engineering
    - Office of Environmental Services
Review Process of a USP

- Division of Traffic Control Systems
- Division of Technology Deployment
- Division of Contract Administration
  - Office of Estimating
- Division of Construction Management
  - Office of Technical Support
  - Office of Materials Management
  - Office of the State Construction Engineer
Review Process of a USP

- Division of Highway Operations
  - Office of Traffic Engineering
  - Office of Pavement Preservation
  - Office of Maintenance Administration

- District Office
  - District Traffic
  - District Construction
  - District Testing
  - District Operations
19-3.03 Once a Unique Special Provision has been reviewed and approved for use in a contract, the designer must submit the provision along with other required contract documents at Stage III submission.
EXAMPLE OF USP’S

- Demolition
- Building USP’s using MASTERSPEC
- Optional Pavement
- Experimental
**DEMOLITION**

The following structures are to be demolished on the parcels listed below:

<table>
<thead>
<tr>
<th>Parcel No.</th>
<th>Address</th>
<th>Stationing</th>
<th>C/L</th>
</tr>
</thead>
</table>

**Description**

- **Style:** Single Dwelling
- **Sq. Ft.:** 1,817
- **Foundation:** (EXAMPLE BLOCK OR SLAB)
- **Well:**
- **Septic:**
- **Garage:**
- **Outbuildings:**
- **Fence:** (EXAMPLE WOOD OR CHAINLINK AND SQ FT)
- **Wood Deck:**
- **Total or partial Take:**

Asbestos Inspection done ____________ is removal required □ YES □ NO

Date
MASTERSPEC®
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Evaluations: Role of Division 1 Sections, their preparation and coordination.
Summary of the Work, phased construction, purchase contracts, Owner-furnished products, access to site, and work restrictions.
Responsibilities of each contract for the Work, coordination, and temporary facilities and controls.
Provisions for cash allowances including lump-sum, unit cost, contingency, and testing and inspecting allowances.
Provisions for unit prices.
Provisions for change-of-scope and cost-comparison type alternates.
Procedural requirements for requests for substitutions during construction.
Procedural requirements for changes to the Contract.
Administrative requirements for Contractor's Applications for Payment.
Administrative requirements for project meetings; preconstruction, preinstallation, and project closeout conferences; RFIs; and project Web sites.
Contractor's Construction Schedule including Gantt charts and CPM schedules; Contractor's reports.
Construction photographs, video recordings, and web-based imagery.
OPTIONAL PAVEMENT SECTIONS, PRESENT VALUE COST AND PAVEMENT SECTION FOR CONSTRUCTION OF THE MAINLINE, SHOULDER AND RAMPS

A. Optional Pavement Sections for the Mainline and Ramps
The Contractor may submit a proposal bid for one or both of the following Schedule of Pay Items Sections:

1. Schedule of Pay Items Section 0002 for HMA pavement

2. Schedule of Pay Items Section 0003 for PCCP pavement

When not bidding either Section 0002 or 0003, the Contractor shall enter zeros for the unit price in each line of the Section not bid.

3. The Contractor shall bid every item in Schedule of Pay Items Section 0001 for Common Items.

B. Present Value Cost
The Department will determine a present value cost for each optional pavement section under Schedule of Pay Items Section 0002 and Section 0003. Present value costs will be determined based on a 50 year life cycle cost analysis and will be announced prior to bid opening.
The life cycle cost analysis will include the mainline, shoulder and ramp pavement.

The Department will add the applicable present value cost to each Schedule of Pay Items Section to determine the apparent low bid for the contract.

C. Pavement Section for Construction of the Mainline, Shoulders and Ramps

The pavement section to be used by the Contractor to construct the mainline, shoulders and ramps throughout the project shall be the section upon which award of the contract was based.

D. Additional Notes

Plan view dimensions are reflective of the proposed lane lines and are not reflective of the additional widths involved in the breakdown of the shoulder section. The Contractor shall construct the pavement section as shown in the Typical Sections.

The Cross Sections are based on the PCCP Section.

Underdrain elevations shall be adjusted if the HMA option is constructed.

All additional costs or adjustments which are associated with the HMA alternate shall be included in the cost of other items.
The life cycle cost analysis will include the mainline, shoulder and ramp pavement.

The Department will add the applicable present value cost to each Schedule of Pay Items Section to determine the apparent low bid for the contract.

C. Pavement Section for Construction of the Mainline, Shoulders and Ramps
The pavement section to be used by the Contractor to construct the mainline, shoulders and ramps throughout the project shall be the section upon which award of the contract was based.

D. Additional Notes
Plan view dimensions are reflective of the proposed lane lines and are not reflective of the additional widths involved in the breakdown of the shoulder section. The Contractor shall construct the pavement section as shown in the Typical Sections.

The Cross Sections are based on the PCCP Section.

Underdrain elevations shall be adjusted if the HMA option is constructed.

All additional costs or adjustments which are associated with the HMA alternate shall be included in the cost of other items.
Indiana using new concrete to increase bridge life span

WEST LAFAYETTE, Ind. - Purdue University research is enabling Indiana to improve bridges in the state with a new "internally cured" high-performance concrete.

"This material will reduce maintenance costs and allow bridge decks to last longer," said Jason Weiss, a professor of civil engineering and director of Purdue's Pankow Materials Laboratory. "Our testing indicates that internally cured high-performance concrete experiences substantially less cracking and concrete damage caused by deicing salt and, when properly designed, the service life of bridge decks can be greatly extended."

The Joint Transportation Research Program, a partnership between the Indiana Department of Transportation (INDOT) and Purdue, worked with Weiss and INDOT to create specifications for implementing the internally cured high-performance concrete. It will be used on four bridges this year, the first of which will be on State Road 533 in St. Joseph County.

"We anticipate these relatively minor changes to our concrete specifications to substantially extend the life of our bridges," said Troy Woodruff, INDOT's chief of staff. "That means fewer traffic delays due to bridge maintenance and repair, and much lower expense."

From left, Purdue University graduate students Paul Imbrock, Kambiz Raoufi and John Schlitter pour concrete for a test specimen in
INTERNALLY CURED, HIGH PERFORMANCE, STRUCTURAL CONCRETE FOR BRIDGE DECK

Description

This work shall consist of furnishing and placing internally cured high performance concrete (IC-HPC), for bridge deck in accordance with 105.03. IC-HPC contains portland cement and two pozzolanic materials, as well as a pre-soaked lightweight fine aggregate, to produce a concrete of high durability, low permeability, and low cracking potential. The absorbed water within the pre-soaked lightweight fine aggregate provides internal moisture that is released to the hydrating cement within the paste matrix of the placed concrete. The pre-soaked lightweight fine aggregate is intended to inhibit autogenous shrinkage by hydrating more of the cementitious materials and thereby reduce early age cracking of the bridge deck.

MATERIALS

Materials

Materials shall be in accordance with the following:
Submittal for CI B

There are several actions to be performed when you submit your unique special provisions to Contract Administration to go in the CI B.
FONTS
Recurring Special Provisions (RSPV) should be Times New Roman 12.

Unique Special Provisions (Unique SPV) Should be Courier New 10.
1. Unique Special Provisions should be WORD DOC form (not a copy from an adobe image, etc.).

2. Turn off all tracking (no special formatting).

3. Take out all headers and footers, (hidden or visible).

4. All “mark-ups” must be completely DELETED. Hidden “mark-ups” are still existing mark-ups and will cause havoc in the CI B.
5. There are to be “NO SECTION BREAKS”.
6. There are to be “NO TEXT BOXES”.
7. There are to be “NO COLORS, JUST BLACK”.
8. All embedded graphics and EXCEL/123 spreadsheets must fit 8-1/2” x 11” pages.