It is our objective to examine early coordination in the light of the INDOT Project Development Process and the changes to the Indiana Administrative Code.
1. REDUCE TIME

2. REDUCE EXPENSE

1. A water relocation can take up to 2 years especially if the utility needs to acquire new easement.

2. It is not unusual for a water relocation to cost 1.2 million dollars.
How will the project affect utilities?
How will alignment affect utilities?

Big Ticket Items

We particularly want to be alert to potentially big ticket utility items.

- 1. Major Petroleum Lines
- 2. Electric Substations
- 3. Overhead Transmission Lines
- 4. Communications Towers
Major and Minor Projects

The terms “major project” and “minor project” as stated in the Indiana Code do not have the same meaning as they do in the INDOT project development process or PDP.

Major and minor projects in the Indiana Code

“Major project” means……..
An improvement project that due to scope or complexity involves a long term design process of more than (12) months or
Is otherwise designated by the department as a major project.
Minor Project

A Minor Project means an improvement that due to scope or complexity, involves a short term design process of less than twelve (12) months or is otherwise designated by the department as a minor project.

Major vs. Minor Project

Time is the biggest difference between utility coordination for major projects and utility coordination for minor projects.
Steps in Early Utility Coordination

1. Research Permit Files
2. Review INDOT Drawings
3. Investigate Field Conditions
4. Contact IUPPS
5. Coordinate with PM and Designer
6. Send project plan to Utility to check for accuracy
7. Implement SUE
What kinds of utilities can I expect to be included in my project?

- Electric Power transmission and distribution
- Communications: telephone, fiber optics, cable
- Gas
- Petroleum
- Sanitary and Storm Sewer
- Water

Contact the permit manager in your project’s district

**DISTRICT PERMIT CONTACT LIST**

- Crawfordsville: Doug Gendron (765) 361-5227
- Fort Wayne: Vick Trowbridge (260) 969-8254
- Greenfield: Jack Kimmerling (317) 467-3492
- LaPorte: John McFadden (219) 325-7526
- Seymour: Travis Mankin (812) 524-3944
- Vincennes: Randy Archer (812) 895-7383
Research permit files IAC 105 13-3-1b

1. County
2. Highway number
3. RP Beginning and End
4. Contact District Permit Manager
5. Record Findings: Date, Source, Recorder
Caution

Frequently, district permits are issued after you have completed early coordination.
Caution!

District permits might be issued as final plans are being developed...ANY TIME
Review INDOT Drawings

1. Contact INDOT Records Section for plans of historical projects in the geographical limits of the proposed highway Improvement project.

2. INDOT homepage
   http://www.in.gov/indot/

3. Publication

4. Online Forms

5. INDOT Records and Documents Request Form

6. Record Date, Source, Recorder
Investigate Field Conditions-Take Pictures

1. Check Overhead electric pole lines
2. Look at the various lines attached to the poles
3. Manholes
4. District Traffic Manholes will be marked “Traffic”
5. Gas vents may be hidden by vegetation around a ROW fence
6. Note the colors of the markers. Usually they will follow the code of the Indiana Underground Plant Protection Service:

- **Red**: Electric
- **Orange**: Communications
- **Yellow**: Gas and…other hazardous materials
- **Green**: Sanitary or storm sewer
- **Blue**: Water
Fertilizer plant near your project?

Consider the possibility that an ammonia line may exist within your project limits.
Railroad near your project?

There is a good chance a fiber optic line will run parallel to the tracks.
Contact IUPPS

If you are staking or pot holing in the geographical area of your project, contact the IUPPS for locates

What information will IUPPS want?
Information needed for each request

- Name
- Title
- Phone number
- Your Address
- County of project
- Township of project
- Street Address of project
- Cross Street
- Subdivision
- Lot
- City/Town
- Type and extent of work
- Depth and width
- Start Date and time

Contacting IUPPS

The Indiana Underground Plant Protection Service will prepare a ticket for each locate request.

Not only should you file a separate ticket for each job site, the limits of footage on a single ticket are 1500 feet inside city limits and 2500 feet in rural limits.
How many addresses in town?

A single locate request can include up to five addresses on one request inside a city or town as long as the total footages covered by the request does not exceed 1500 feet.
How many addresses in a rural area?

A locate request can have up to 5 addresses on one request on a rural street as long as the total footage covered by the request does not exceed 2500 feet.
Notice of initial involvement Indiana Administrative Code 105 IAC 13-3-1

The Indiana code states that the department shall send by mail to the identified utility an initial notice of the proposed improvement project.
Indiana Administrative Code 105
IAC 13-3-1

Within 30 days after receiving the initial notice, the utility shall respond in writing to the department with a
1. description of the type and location of its facilities within the geographical limits of the proposed improvement project or
2. statement that the utility has no facilities within the geographical limits of the improvement project.

Field locates

Following this 30 day period the department may request through IUPPS that the utilities locate their utilities.
Indiana Administrative Code 105
IAC 13-3-1

The department will list the utilities and identify the locations of all facilities identified in subsection e on one or more plan sheets.

Verification of Existing Facilities
Indiana Administrative Code 105
13-3-2

The department shall send by mail to each utility a copy of the plan sheets identified in section f of this rule that show all existing facilities known to the department that are within the right of way of the improvement project or geographical limits of the improvement project.
Utility Response

Declare in writing to the department whether the information is accurate or inaccurate.

Utility Response Indiana Administrative Code 105 IAC 13-3-2

Each utility shall do the following within 30 days of receiving the plan sheets:
Utility Response

Review the plan as to the location of the existing facilities.

Utility Response

Detail in writing to the department any inaccuracies in the information.

Failure to reply within the allotted time shall be deemed verification that the information is accurate.
Sampler in the Dentist office

“Floss only those teeth
You want to keep.”

By analogy

Only show us those facilities you do not want to be cut or damaged.

Show us all of your facilities!
Talk to your Project Manager and Designer

Is there adequate Right of Way for utility relocation?
Talk to your Project Manager and Designer?

Do the right of way limits have enough continuity for straight poles?

Talk to your Project Manager and Designer

How will LROW designations impact utility relocations?
Talk to your Project Manager and Designer

How many utilities are on private easement?
Talk to your project manager and designer.

How many utilities could be eligible for reimbursement under Extraordinary Cost?

Talk to your Project Manager and Designer

Will any structures require pile driving near utility lines?
Talk to your Project Manager and Designer

How will traffic be maintained during construction? Is the designer intending to use a temporary run around?
Talk to your Project Manager and Designer

- How likely is that the utilities will encounter contaminated soil? Septic tanks? Leach fields?
- Make no mistake. The utilities will find these things first.
Talk to the project manager or designer.

If the geotechnical report allow, can the designer specify a sub base that will not impact underground utilities?
If needed implement SUE

Subsurface

Utility

Engineering

What are the levels of SUE

SUE (Subsurface Utility Engineering) the engineering processes that accurately and comprehensively identify, characterize and map underground utility facilities.

Quality Level D – information derived from existing records or oral recollections.

Quality Level C – information obtained by surveying and plotting visible above-ground utility features and by using professional judgment in correlating this information to quality level D information.

Quality Level B – information obtained through the application of appropriate surface geophysical methods to determine the existence an approximate horizontal position of the subsurface utilities which is then surveyed and included in plan documents.

Quality Level A – Precise horizontal and vertical location of utilities obtained by the actual exposure (or verification of previously exposed and surveyed utilities) and subsequent measurement of subsurface utilities, usually at a specific point which are included in the plan documents.
SUE is based on ASSHTO Standards

The main thing to remember about SUE is that Level A is the highest level and provides info on both horizontal and vertical location of the utility.

Early Utility Coordination Leads to a Smoother Road
Questions?

We have many people here involved in utility coordination. If I do not have the answer to your question, then someone else most likely be able to answer it.