

CHAPTER 12 INCIDENTAL CONSTRUCTION

12.00 UTILITIES

12.01 UTILITY RELOCATION

Under Development

Refer to PPM 500.06 and the “Iowa Guide to Utility Coordination”

12.02 UTILITY RELOCATION - FEDERAL AID PROJECTS

Under Development

Refer to PPM 500.06 and the “Iowa Guide to Utility Coordination”

12.03 RAILROAD AGREEMENTS FOR HIGHWAY PROJECT ACCOMMODATION

The Office of Rail Transportation of the Modal Division negotiates preconstruction agreements with railroads for primary road project accommodation where track has not been abandoned. The project engineer and DCE will receive a copy of the railroad/state agreement. Each preconstruction agreement must be reviewed by project engineer to determine work to be performed by the railroad, the state, and their coordination as well as conditions imposed on state's contractor to work on railroad right-of-way.

In 1997 the Federal Railroad Administration (FRA) established new regulations on safety. These new safety regulations are being incorporated into railroad company safety policies and are currently being applied as conditions that contractor's must comply with when working on railroad right-of-way.

As a result of the new FRA safety regulations, it is anticipated that future preconstruction agreements with railroads for primary road projects will include very detailed safety and performance requirements. In the interim, the following are recommended items for consideration in administering projects with railroad involvement.

- RCE to verify that the Contractor has submitted evidence of railroad insurance coverage as required by the Proposal's Railroad Data Sheet prior to the Contractor initiating construction.
- Thoroughly review railroad agreement and all contract documents to ensure that the provisions for the work to be performed, performance requirements, and railroad safety policies are clearly understood.
- Notify the appropriate railroad representatives, as identified in the contract documents, of the date for the preconstruction conference. Attendance by the railroad representative is very important to establish a clear understanding between the contractor, railroad, and construction residency staff prior to start of work. The following is a list of some of the points which should be discussed at the preconstruction conference:
 - Railroad safety policies and requirements
 - Railroad contacts and communication procedures
 - Review of contractor's work adjacent to and/or within railroad right-of-way for clarification of specific railroad requirements

- Railroad provisions and specific requirements related to temporary railroad crossings and flagger protection

12.04 "CERTIFICATE OF COMPLETION AND FINAL ACCEPTANCE FOR AGREEMENT WORK" (FORM 640003)

Form 640003 is to be used for final acceptance and certificate of completion for all railroad highway accommodation and utility agreements for which the railroad or utility company is to be reimbursed by the Iowa Department of Transportation.

When a fully executed utility or railroad highway accommodation project agreement is forwarded to project engineer, an appropriate number of Form 640003 will be included.

Preparation of Form 640003

After completion of utility or railroad agreement and acceptance of the work by the DCE and project engineer, Form 640003 is prepared and signed by project engineer. An original and 5 copies are forwarded to DCE, who after signing, forwards all copies to the Utility Coordination Section for utility agreements or to the Office of Railroad Transportation for railroad agreements. When applicable, 2 copies of the summary of the salvaged material and valuation shall be attached to these forms.

State Reimbursement from Utilities

Occasionally the design for new structures (bridges) will include provisions for carrying utility services across a river. An agreement with the utility company will usually provide for reimbursement to the state by the utility company for part of the extra cost. When project is completed and Form 640003 has been prepared, project engineer shall also send a letter to Office of Finance (Revenue Control) advising that work is completed and they can proceed with the billing as per agreement.