Iowa Department of Transportation

MINUTES
OF
IOWA D.O.T. SPECIFICATION COMMITTEE MEETING

September 10, 2009

Members Present:	John Adam	Statewide Operations Bureau
	Jim Berger	Office of Materials
	Donna Buchwald	Office of Local Systems
	Eric Johnsen, Secretary	Specifications Section
	Bruce Kuehl	District 6 - Construction
	Doug McDonald	District 1 - Marshalltown RCE
	Gary Novey	Office of Bridges & Structures
	Dan Redmond	District 4 - Materials
	Tom Reis, Chair	Specifications Section
	John Smythe	Office of Construction
Members Not Present:	Roger Bierbaum	Office of Contracts
	Troy Jerman	Office of Traffic & Safety
	Mike Kennerly	Office of Design
Advisory Members Present:	Tom Parham	FHWA
Others Present:	Ed Kasper	Office of Contracts
	Deanna Maifield	Office of Design

Tom Reis, Specifications Engineer, opened the meeting. The following items were discussed in accordance with the revised agenda dated September 4, 2009:

1. Article 1107.09, A, 2, Responsibilities of the Contractor.

The Office of Construction requested changes to update requirements relating to contractor responsibility and information provided to the Engineer.

2. Article 2407.02, I, Supplementary Cementitious Materials.

The Office of Materials requested changes to precast requirements to make them consistent throughout the industry.

3. Article 2513.03, A, 1, Precast.

The Office of Materials requested changes to refer to precast specification rather than pavement specification.

4. Article 2528.01, A, General.

The Office of Construction requested changes to update and clarify requirements for NCHRP 350 documentation.

5. Article 4115.05, Coarse Aggregate for Bridge Deck Surfacing and Repair and Overlay.

The Office of Materials requested changes to increase the durability of bridge decks by using a superior

durability class. A freeze will be raised to match specifications for coarse aggregate for paving.

6. DS-090XX, Small Business Development Contracts.

The Office of Contracts requested approval of a Developmental Specification for Small Business Development Contracts.

SPECIFICATION REVISION SUBMITTAL FORM

Submitted by: John Smythe / Mark Bortle	**Office:** Construction	**Item 1**
Submittal Date: August 25, 2009	**Proposed Effective Date:** April 21, 2010 GS	
Article No.: 1107.09, A, 2 **Title:** Responsibilities of the Contractor	**Other:**	

Specification Committee Action: Approved as is.

Deferred:	**Not Approved:**	**Approved Date:** 9/10/2009	**Effective Date:** 4/20/2010

Specification Committee Approved Text: See Specification Section Recommended Text.

Comments: The Office of Construction stated that a written Contractor's Work Plan is not necessary, since the Traffic Control Plan, pre-construction conference, and weekly traffic control meetings are adequate. The Office of Construction discussed the 2 hour response time with the AGC of Iowa, who indicated it was reasonable.

Specification Section Recommended Text:

1107.09, A, 2, i, Contractor's Work Plan.

Delete the article:

~~**i. Contractor's Work Plan.**~~

~~When traffic is to be maintained through construction areas, the Contractor shall submit to the Engineer the work plan or statement for traffic control at the preconstruction conference or at least before work commences.~~

1107.09, A, 2, j, Cleaning.

Renumber the article:

~~**j**~~**i. Cleaning.**

1107.09, A, 2, k, Traffic Control in Place.

Renumber and replace the article:

~~**k**~~**j. Traffic Control in Place.**

At any time signs, barricades, or other traffic control devices are in place, for which the Contractor is responsible, the Contractor shall ~~have a person on the project site or on call to promptly, within 6 hours, repair and maintain these devices.~~ provide the Engineer the following information at the preconstruction conference or before work commences:

1) The name and telephone number of a 24 hour emergency response person for traffic control (answering services are not acceptable); so that repair or maintenance of these devices can occur promptly, within 2 hours and

2) The name and telephone number of the traffic control technician in responsible charge of the traffic control for the project per Article 2528.01, C.

Comments:

Member's Requested Change: (Do not use '**Track Changes**', or '**Mark-Up**'. Use ~~**Strikeout**~~ and **Highlight**.)

1107.09 BARRICADES AND WARNING SIGNS.

A. Barricades, warning signs, and other aspects of traffic control shall be in accordance with the contract documents. In providing adequate and proper traffic control, both the Contracting Authority and the Contractor have certain responsibilities.

2. Responsibilities of the Contractor.

i. ~~**Contractor's Work Plan.**~~

~~When traffic is to be maintained through construction areas, the Contractor shall submit to the Engineer the work plan or statement for traffic control at the preconstruction conference or at least before work commences.~~

j. Cleaning.

The reflective surfaces of signs and traffic control devices shall be washed, as described in

Article 2528.03, L, and shall be clean at the time of initial installation on a project.

k. Traffic Control in Place.

At any time signs, barricades, or other traffic control devices are in place, for which the Contractor is responsible, the Contractor shall provide the Engineer the following information at the preconstruction conference or before work commences: ~~have a person on the project site or on call to promptly, within 6 hours, repair and maintain these devices.~~

1) The name and telephone number of a 24 hour emergency response person for traffic control (answering services are not acceptable); so that repair or maintenance of these devices can occur promptly, within 2 hours
2) The name and telephone number of the traffic control technician in responsible charge of the traffic control for the project per Article 2528.01.C

Reason for Revision: To update requirements relating to contractor responsibility and information provided to the Engineer.

County or City Input Needed (X one)			**Yes**	**No** X	
Comments:					
Industry Input Needed (X one)			**Yes**	**No** X	
Industry Notified:	**Yes** X	**No**	**Industry Concurrence:**	**Yes** X	**No**
Comments:					

SPECIFICATION REVISION SUBMITTAL FORM

Submitted by: Jim Berger / Mahbub Khoda	**Office:** Materials	**Item 2**
Submittal Date: 2009.08.26	**Proposed Effective Date:** April 2010	
Article No.: 2407.02, I **Title:** Supplementary Cementitious Materials	**Other:**	

Specification Committee Action: Approved as is.

Deferred:	**Not Approved:**	**Approved Date:** 9/10/2009	**Effective Date:** 4/20/2010

Specification Committee Approved Text: See Specification Section Recommended Text.

Comments: These changes apply to precast concrete, but not prestressed concrete. The prestressed industry has not indicated a desire to increase the fly ash substitution rate.

Specification Section Recommended Text:

2407.02, I, Supplementary Cementitious Materials.

Replace item 2:

2. Fly ash may be substituted for Portland cement. Use a substitution rate of no more than ~~15%~~ 25% by weight (mass).

Add item 4:

4. The maximum total supplementary cementitious materials substitution shall not exceed 50%.

Comments:

Member's Requested Change (Redline/Strikeout):

I. ~~Mineral admixtures~~ Supplementary Cementitious Materials.
Section 4108 shall apply.
Fly ash may be substituted for Portland cement. The substitution rate shall not be more than ~~15%~~ 25% by weight (mass).

GGBFS may substituted for Portland cement. The substitution rate for GGBFS as a mineral admixture shall not exceed 35% by weight (mass).

The maximum total supplementary cementitious materials substitution shall not exceed 50%.

Reason for Revision: Update current requirements and make it uniform thru the precast industry.

County or City Input Needed (X one)			**Yes**	**No** X	
Comments:					
Industry Input Needed (X one)			**Yes** X	**No**	
Industry Notified:	**Yes** X	**No**	**Industry Concurrence:**	**Yes** X	**No**
Comments:					

SPECIFICATION REVISION SUBMITTAL FORM

Submitted by: Jim Berger	**Office:** Materials	**Item 3**
Submittal Date: 2009.08.26	**Proposed Effective Date:** April 2010	
Article No.: 2513.03, A **Title:** Precast (Concrete Barrier)	**Other:**	

Specification Committee Action: Approved as is.

Deferred:	**Not Approved:**	**Approved Date:** 9/10/2009	**Effective Date:** 4/20/2010

Specification Committee Approved Text: See Specification Section Recommended Text.

Comments: This change applies to precast concrete, but not prestressed concrete. The prestressed industry has not indicated a desire to increase the fly ash substitution rate.

Specification Section Recommended Text:

2513.03, A, 1, Precast.

Replace the first sentence of Item a:

a. Use concrete specified in ~~Article 2513.03, A, 2, or as approved by the Engineer, and complying with~~ Section ~~2403~~ 2407.

Comments:

Member's Requested Change (Redline/Strikeout):

2513.03 CONCRETE.

A. Precast.
Concrete shall be as specified in Article 2407 ~~Article 2513.03, B, or as approved by the Engineer, and in accordance with Section 2403~~. The concrete shall be proportioned, mixed, placed, and cured in a manner that will produce the minimum compressive strength at the time designated, as specified below:

	Strength Before Moving From Casting Bed (psi (MPa))	Strength At Age 28 Days (psi (MPa))
Precast	1750 (12)	5000 (34.5)

Reason for Revision: Make the reference to the precast specification rather than pavement specification, which will increase the maximum flyash to 25%.

County or City Input Needed (X one)	**Yes**	**No** X
Comments:		

Industry Input Needed (X one)			**Yes** X	**No**	
Industry Notified:	**Yes** X	**No**	**Industry Concurrence:**	**Yes** X	**No**
Comments:					

SPECIFICATION REVISION SUBMITTAL FORM

Submitted by: John Smythe / Mark Bortle	**Office:** Construction	**Item 4**
Submittal Date: August 25, 2009	**Proposed Effective Date:** April 21, 2010	
Article No.: 2528.01, A **Title:** General (Description, Traffic Control)	**Other:**	

Specification Committee Action: Approved with changes.

Deferred:	**Not Approved:**	**Approved Date:** 9/10/2009	**Effective Date:** 4/20/2010

Specification Committee Approved Text:

2528.01, A, General.

Replace items 5, 6, 7, and 8:

5. Ensure all traffic control complies with the current edition of the MUTCD, Part ~~VI~~ 6 as adopted by the Department.

6. On Interstate and Primary Road projects, use crashworthy Category I and Category II traffic control signs and devices that meet NCHRP Report 350 requirements. ~~Category I devices are defined as low mass, single-piece traffic cones, tubular markers, single-piece drums, and delineators. In order for these devices to meet the Category I limitations, no lights or signs may be attached to them. Category II devices are defined as vertical panels, Type I, II, and III barricades, and moveable skid mounted sign stands.~~

7. Upon request, ~~P~~provide the following to the Engineer for the purpose of documenting the crashworthiness of Category I and Category II ~~traffic~~ signs and traffic control devices:
- **a.** The vendor's self-certification for Category I traffic control devices.
- **b.** FHWA NCHRP Report 350 approval memos for Category II signs and traffic control devices.

8. A list of approved Category II traffic control devices is found on the World Wide Web at the following URL: ~~http://safety.fhwa.dot.gov/ roadway_dept/policy_guide/road_hardware/wzd/~~ http://safety.fhwa.dot.gov/roadway_dept/policy_guide/road_hardware/wzd/.

Comments: Per comments from the Office of Local Systems, in Item 6, "On Interstate and Primary Road projects" was left in the specification so that local forces can continue to use existing devices that may not meet NCHRP Report 350 requirements. This change will be made when the 2009 Draft MUTCD is enacted. Item 7 was changed to "upon request" since this item has not always been requested because the information can be found online. The web address in Item 8 was corrected and the underline was eliminated, consistent with current Specifications Section practice.

Specification Section Recommended Text:

2528.01, A, General.

Replace items 5, 6, 7, and 8:

5. Ensure all traffic control complies with the current edition of the MUTCD, Part ~~VI~~6 as adopted by the Department.

6. ~~On Interstate and Primary Road projects, u~~Use crashworthy Category I and Category II traffic control signs and devices that meet NCHRP Report 350 requirements. ~~Category I devices are defined as low mass, single-piece traffic cones, tubular markers, single-piece drums, and delineators. In order for these devices to meet the Category I limitations, no lights or signs may be attached to them. Category II devices are defined as vertical panels, Type I, II, and III barricades, and moveable skid mounted sign stands.~~

7. Upon request, ~~P~~provide the following to the Engineer for the purpose of documenting the crashworthiness of Category I and Category II ~~traffic~~ signs and traffic control devices:
- **a.** The vendor's self-certification for Category I traffic control devices.
- **b.** FHWA NCHRP Report 350 approval memos for Category II signs and traffic control devices.

8. A list of approved Category II traffic control devices is found on the World Wide Web at the following URL: ~~http://safety.fhwa.dot.gov/ roadway_dept/policy_guide/road_hardware/wzd/~~ http://safety.fhwa.dot.gov/roadway_dept/policy_guide/road_hardware/wzd/.

Comments:

Member's Requested Change: (Do not use 'Track Changes', or 'Mark-Up'. Use ~~Strikeout~~ and Highlight.)

2528.01 DESCRIPTION.

A. **General.**

1. This section describes various materials, equipment, and procedures involved in traffic control during construction. The Contractor and the Contracting Authority have certain responsibilities, whether public traffic is allowed or is prohibited during construction. Apply Article 1107.09.

2. The contract may include an item for traffic control. In this case furnish, erect, operate, maintain, move, and remove all traffic control devices required by the contract documents.

3. The contract may indicate that traffic control is incidental. In this case the Contracting Authority will furnish all signs and traffic control devices, except pilot car and flaggers' signs, and all Type III barricades, and associated mounting devices. Furnish all other traffic control devices required. Erect, operate, maintain, move, and remove all traffic control devices. Signs and barricades to be furnished by the Contracting Authority will be made available at a nearby maintenance site. Return the signs and barricades when no longer needed.

4. The contract documents may specify orange mesh safety fence be used in conjunction with other traffic control devices as part of the project traffic control requirements. Use orange mesh safety fence meeting the requirements of Article 4188.03. Securely support the fence so it is in a vertical position without any sagging. Locate and place the safety fence supports so they are not a safety hazard.

5. Ensure all traffic control complies with the current edition of the MUTCD, ~~Part VI~~ Part 6 as adopted by the Department.

6. Use crashworthy ~~On Interstate and Primary Road projects, use~~ Category I and Category II traffic control signs and devices that meet NCHRP Report 350 requirements. ~~Category I devices are defined as low mass, single-piece traffic cones, tubular markers, single-piece drums, and delineators. In order for these devices to meet the Category I limitations, no lights or signs may be attached to them. Category II devices are defined as vertical panels, Type I, II, and III barricades, and moveable skid mounted sign stands.~~

7. Upon request, provide ~~Provide~~ the following to the Engineer for the purpose of documenting the crashworthiness of Category I and Category II ~~traffic~~ signs and traffic control devices:
- **a.** The vendor's self-certification for Category I traffic control devices.
- **b.** FHWA NCHRP Report 350 approval memos for Category II signs and traffic control devices.

8. A list of approved Category II traffic control devices is found on the World Wide Web at the following
~~URL: http://safety.fhwa.dot.gov/ roadway_dept/policy_guide/road_hardware/wzd/.~~
URL: http://safety.fhwa.dot.gov/roadway_dept/policy_guide/road_hardware/wzd/

(Note: The difference is the space before the word "roadway" in the existing hyperlink. The actual website URL does NOT have this space, so the new hyperlink deletes this space.)

Reason for Revision: Update and clarify requirements for NCHRP 350 documentation					
County or City Input Needed (X one)			**Yes**	**No** X	
Comments:					
Industry Input Needed (X one)			**Yes**	**No** X	
Industry Notified:	**Yes** X	**No**	**Industry Concurrence:**	**Yes**	**No**
Comments:					

SPECIFICATION REVISION SUBMITTAL FORM

Submitted by: Jim Berger	**Office:** Materials	**Item 5**
Submittal Date: 2009.08.21	**Proposed Effective Date:** April 2010	
Section No.: 4115 **Title:** Coarse Aggregate For Portland Cement Concrete	**Other:**	

Specification Committee Action: Approved with changes.

Deferred:	**Not Approved:**	**Approved Date:** 9/10/2009	**Effective Date:** 4/20/2010

Specification Committee Approved Text:

4115.04, AGGREGATE USE DURABILITY REQUIREMENTS.

Replace table 4115.04-1: Aggregate Use Durability Requirements:

Table 4115.04-1: Aggregate Use Durability Requirements

Specification Section Number	Minimum Durability Class Required			Use
	3i	3	2	
2122, 2201 2212, 2213, 2301, 2302, 2310, 2529, 2530 Interstate System Primary System Other	X*	X*	X	PCC Paved Shoulders, Base, Base Repair, Base Widening PCC Pavement, Widening, PCC Overlay, Finish Patches, and Bridge Approaches
2403			X	Structural Concrete~~, Concrete Structures~~
2406 (See 2403)			X	Concrete Structures
2407			X	Precast Units
2407, 2501		X		Prestressed Units, Concrete Piles
2412 (See 2403)			X	Concrete Bridge ~~Floors~~ Decks
2413 (See 2413.02, D, 1)		X	~~X~~	Bridge Deck Surfacing, Repair, & Overlay ~~of Bridge Floors~~
2414 (See 2403)			X	Concrete Railings
2415 (See 2403)			X	Concrete Box, Arch, & Circular Culverts
2416 (See 4145)			X	Rigid Pipe Culverts
2424			X	Shotcrete
2503 (See 2403)			X	Storm Sewers (Catch Basins, Intakes, & Utility Access)
2505 (See 2403)			X	Guardrails (Concrete End Anchorage)
2511, 2515 (See 2403)			X	PCC Sidewalks, Paved Driveways
2512 (See 2403)			X	PCC Curb & Gutter
2513 (See 2403)			X	Concrete Barrier
2516 (See 2403)			X	Concrete Walls and Steps
2517 Primary System Other		X	X	Railroad Approach Sections
2522 (See 2403)			X	Tower Lighting (Concrete Footings & Foundations)
2523 (See 2403)			X	Highway Lighting (Concrete Footings & Foundations)
2524 (See 2403)			X	Highway Signing (Concrete Footings & Foundations)
2525 (See 2403)			X	Traffic Signals (Concrete Footings & Foundations)

* For patches and PCC base repair, Class 2 durability or better aggregate will be required if the existing pavement was constructed of Class 2 or lower durability aggregate. If the existing pavement was constructed of Class 3 or Class 3i durability aggregate, use Class 3 aggregate or better and Class 3i aggregate, respectively, in the repair.

4115.05, COARSE AGGREGATE FOR BRIDGE DECK SURFACING AND REPAIR AND OVERLAY.

Replace the title and first sentence:

4115.05, COARSE AGGREGATE FOR BRIDGE DECK SURFACING, ~~AND~~ REPAIR, AND OVERLAY.

Acquire from a Class ~~2~~ 3 durability or better source meeting the following requirements:

4115.05, A, Quality.

Replace Table 4115.05-1: Aggregate Quality:

Table 4115.05-1: Aggregate Quality

Aggregate Quality	Maximum Percent Allowed	Test Method
Abrasion	40	AASHTO T 96
Alumina[(a)]	0.4	Office of Materials Test Method No. Iowa 222
A Freeze	~~4~~ 6	Office of Materials Test Method No. Iowa 211, Method A
Absorption	2.5	Office of Materials Test Method No. Iowa 201

(a) If the Alumina value fails, determine~~d~~ the A Freeze value for specification compliance. Office of Materials Test Method No. Iowa 222 does not apply to gravels.

Comments: The proposed change will only affect two sources, since these sources are the only ones to produce Class 2B durability coarse aggregate.

The Office of Bridges and Structures wondered if this change should apply to concrete barrier rail also, since that can be deteriorated by salt spray. This change has not been discussed with the industry and would have a larger impact than the requested change, since currently any Class 2 durability coarse aggregate can be used for concrete barrier rail. Changing the concrete barrier rail and/or new bridge deck aggregate durability will be discussed at a future specification meeting.

Table 4115.04-1 was changed to correspond with the requested change. Some additional changes were made to Table 4115.04-1 to match section titles.

Specification Section Recommended Text:

4115.05, COARSE AGGREGATE FOR BRIDGE DECK SURFACING AND REPAIR AND OVERLAY.

Replace the sentence:

Acquire from a Class ~~2~~3 durability or better source meeting the following requirements:

4115.05, A, Quality.

Replace Table 4115.05-1: Aggregate Quality:

Table 4115.05-1: Aggregate Quality

Aggregate Quality	Maximum Percent Allowed	Test Method
Abrasion	40	AASHTO T 96
Alumina[(a)]	0.4	Office of Materials Test Method No. Iowa 222
A Freeze	4 6	Office of Materials Test Method No. Iowa 211, Method A

Absorption	2.5	Office of Materials Test Method No. Iowa 201

(a) If the Alumina value fails, determined the A Freeze value for specification compliance. Office of Materials Test Method No. Iowa 222 does not apply to gravels.

Comments:

Member's Requested Change (Redline/Strikeout):

4115.05 COARSE AGGREGATE FOR BRIDGE DECK SURFACING AND REPAIR AND OVERLAY.
Acquire from a Class ~~2~~ 3 durability or better source meeting the following requirements:

A. Quality.
Meet the requirements of Tables 4115.05-1 and 4115.05-2:

Table 4115.05-1: Aggregate Quality

Aggregate Quality	Maximum Percent Allowed	Test Method
Abrasion	40	AASHTO T 96
Alumina[(a)]	0.4	Iowa DOT Materials Laboratory Test Method 222
A Freeze	~~4~~ 6	Iowa DOT Materials Laboratory Test Method 211, Method A
Absorption	2.5	Iowa DOT Materials Laboratory Test Method 201

[(a)] If the Alumina value fails, determined the A Freeze value for specification compliance. Iowa DOT Materials Laboratory Test Method 222 does not apply to gravels.

Reason for Revision:

Will increase the durability of bridge decks by using a superior durability class. A freeze will be raised to match specifications for coarse aggregate for paving.

County or City Input Needed (X one)			**Yes**	**No** X	
Comments:					
Industry Input Needed (X one)			**Yes** X	**No**	
Industry Notified:	**Yes** X	**No**	**Industry Concurrence:**	**Yes X**	**No**
Comments:					

SPECIFICATION REVISION SUBMITTAL FORM

Submitted by: Roger Bierbaum			**Office:** Contracts		**Item 6**
Submittal Date: August 5, 2009			**Proposed Effective Date:** December 15, 2009		
Article No.: **Title:**			**Other:** DS for "Small Business Development Contracts"		
Specification Committee Action: Approved with changes.					
Deferred:	**Not Approved:**	**Approved Date:** 9/10/2009		**Effective Date:** 12/15/2009	
Specification Committee Approved Text:					
Comments: The Office of Contracts noted that the TSB Bond Waiver shall apply to bid bonds as well as contract bonds. Changes were made in consultation with the Office of Contracts. The Office of Construction noted that these contractors will need some training for this program to go well. A pre-bid conference could be used to give the contractors some information on the contract administration side of doing work for the Department. The Office of Contracts indicated they would prefer the pre-bid meeting not be mandatory, so that as many contractors are included as possible.					
Specification Section Recommended Text: See attached Draft DS-090XX.					
Comments:					
Member's Requested Change: (Do not use **'Track Changes'**, or **'Mark-Up'**. Use **~~Strikeout~~** and **Highlight**.) See attached draft DS					
Reason for Revision: Small Business Development Contracts has been requested by management					
County or City Input Needed (X one)			**Yes**	**No** X	
Comments: These contracts would only be primary contracts					
Industry Input Needed (X one)			**Yes** X	**No**	
Industry Notified:	**Yes** X	**No**	**Industry Concurrence:**	**Yes** X	**No**
Comments: Discussed with AGC Business Practice group on June 3, 2009					

DRAFT DS-090XX
(New)

Iowa Department of Transportation

DEVELOPMENTAL SPECIFICATIONS
FOR
SMALL BUSINESS DEVELOPMENT CONTRACTS

Effective Date
December 15, 2009

THE STANDARD SPECIFICATIONS, SERIES 2009, ARE AMENDED BY THE FOLLOWING MODIFICATIONS AND ADDITIONS. THESE ARE DEVELOPMENTAL SPECIFICATIONS AND THEY SHALL PREVAIL OVER THOSE PUBLISHED IN THE STANDARD SPECIFICATIONS.

090XX.01 DESCRIPTION
This specification describes contracts where small businesses compete against each other, and not against large established contractors. To compete for these contracts the firm shall meet the Iowa Code requirements for a small business, but need not be a Targeted Small Business.

090XX.02 DEFINITIONS

Certified Small Business Contractors (CSBC) – A contractor recognized as meeting the requirements of a Small Business contractor by the Department's Office of Contracts.

Prequalification – Submittal of a "Contractors Financial-Equipment-Experience Statement" as described in Article 1102.01 of the Standard Specifications.

Small Business – A firm which meets the requirement of Iowa Code 15.102, paragraph 6. The Code defines a "Small Business" as any enterprise which is located in this state, which is operated for profit and under a single management, and which has either fewer than twenty employees or an annual gross income of less than $4,000,000 computed as the average of the three preceding fiscal years.

Small Business Certification – A document completed by a small business and submitted to the Department's Office of Contracts certifying that the firms comply with the size requirements of the Code of Iowa Small Business requirements. The Department may require the small business to provide additional proof of eligibility to verify the requirements of Iowa Code 15.102, paragraph 6, are not exceeded.

Targeted Small Business (TSB) – Iowa Code 15.102 paragraph 7a defines a "Targeted Small Business" as a small business which is 51% or more owned, operated, and actively managed by one or more women, minority persons, or persons with a disability.

TSB Bond Waiver – Iowa Code 12.44 requires Agencies of state government to waive the requirement of satisfaction, performance, surety, or bid bonds for TSBs which are able to demonstrate the inability of securing such a bond because of a lack of experience, lack of net worth, or lack of capital. This waiver will not apply to businesses with a record of repeated failure of substantial performance or material breach of contract in prior circumstances. The waiver will be applied only to a project or individual transaction amounting to $50,000 or less, notwithstanding Iowa Code section 573.2. In order to qualify, the TSB shall provide written evidence to the Department of Inspections and Appeals that the bond would otherwise be

denied the business. The granting of the waiver shall in no way relieve the business from its contractual obligations and shall not preclude the state agency from pursuing any remedies under law upon default or breach of contract. The Department of Inspections and Appeals shall certify TSB's for eligibility and participation in this program and shall make this information available to other state agencies.

090XX.03 BIDDING FOR CONTRACTS

Only firms designated as a CSBC by the Department will be allowed to bid on proposals designated for Small Business Contractors. A CSBC requesting to bid on a proposal designated for Small Business Contractors shall submit a written request to bid using the standard Iowa DOT procedures to be approved to bid on a proposal. The Department will give written approval or denial of each request. Prequalification by the Department is not required, but the Department may require a CSBC to provide references or examples of similar types of work in order to be approved for bidding. If approved to bid, the contractor shall submit either a Proposal Guaranty (Article 1102.11 of the Standard Specifications) or a TSB Bond Waiver with their bid.

Prior to execution of a contract, the CSBC shall provide:

1. A Certificate of Insurance (Article 1103.04 of the Standard Specifications) and
2. Either a Contract Bond (Article 1103.05 of the Standard Specifications) or a TSB Bond Waiver.

090XX.04 CONSTRUCTION OF THE WORK

Prior to start of work the Contractor shall contact the Engineer to schedule a Preconstruction Meeting.

Article 1108.01 of the Standard Specifications allows a contractor to subcontract up to 70% of the contract amount to other contractors. Contracts designated for CSBCs the Contractor may subcontract 70% of the contract amount, but this work may only be subcontracted to contractors classified as CSBC.

The Contracting Authority recognizes that a small business may not have the resources of a large contractor, however the requirements of the contract documents will still apply to the CSBC.