



MEMORANDUM
Missouri Department of Transportation
Design
General Headquarters

TO: All General Headquarters and District Offices

FROM: Diane Heckemeyer 
State Design Engineer

DATE: June 28, 2002

SUBJECT: Design
Development Manual Letter No. 3, 2002
Project Development Manual Revisions

Questions concerning the Project Development Manual revisions should be directed to General Headquarters, Design Standards Section, Dan Tschirgi (573) 526-2924 or David Silvester (573-526-2903).

NOTE	EXPLANATION
1	The following revisions are effective July 1, 2002.

ITEM	DESCRIPTION OF REVISION
Volume I Table of Contents	Revision dates changed for appropriate sections.
Chapter I Table of Contents	Made revisions to correspond to Section revisions.
Section 1-03	Subsection 1-03.4 was revised to reference the updated document " Consultant Selection and Contract Implementation Procedures for Professional Services Contracts, " dated March 7, 2002. Also, contract approval procedures are contained in this document so reference to Commission approval was removed from the Subsection. Subsection 1-03.5 "Reports" was entirely deleted, as the Bid Opening Plans Status and Project Management Reports are no longer produced. A new Subsection 1-03.5 was added which explains procedures for emergency contracts for bridge and roadway repair.
Figure 1-03.3 Figure 1-03.4	These two figures, the Example Letting Plans Status Report and the Example Project Management Report, are being deleted because the reports are no longer being produced.

Figure 2-01.1	The “Priority” column in the “Existing Bridges” table was removed. The priority rating is no longer produced by GHQ Bridge.
Figure 2-02.1	The “Priority” column in the “Existing Bridges” table was removed. The priority rating is no longer produced by GHQ Bridge.
Chapter IV Table of Contents	Made revisions to correspond to Section revisions.
Section 4-03	Subsection 4-03.1(2) was removed due to House Bill 1196, which eliminated the requirement to divide projects into 10 mile sections. Subsection 4-03.17(1)(d) was revised to have the district or consultant estimate submitted without GHQ Bridge designed structures. All bridge estimates are submitted by GHQ Bridge. Subsection 4-03.2 “limited” was changed to “controlled” to reflect the current types of access control.
Figure 4-03.5	New crosswalk signs, R10-3B-9 (pedestrian symbol) and R10-3C-9 (walk verbiage), were added to the list of Commission furnished signs to replace the old “push button arrow” and “push button to walk” signs.
Section 4-09	Subsection 4-09.7(7) was revised to address guardrail to bridge end connections that do not conform to current standards. Subsection 4-09.23 was revised to clarify that FHWA approval of proprietary items is not required for projects not on the National Highway System, but GHQ approval is still required. Subsection 4-09.27 was removed due to House Bill 1196, which eliminated the requirement to divide projects into 10 mile sections.
Figure 4-10.1	The example title sheet was revised to remove the federal project length from the “Length of Project” box, and to include new right of way markers.
Volume II Table of Contents	Revision dates changed for appropriate sections.
Section 7-02	Subsection 7-02.9(6) was revised to reference the new MHTC Contract Submittal Form.
Figure 7-02.14	This figure was replaced with the new “MHTC Contract Submittal Form.” This form can be found in Microsoft Word under the MoDOT tab.
Chapter VIII Table of Contents	Made revisions to correspond to Section revisions.
Section 8-01	Subsection 8-01.5(6) was removed due to House Bill 1196, which eliminated the requirement to divide projects into 10 mile sections.

Section 8-02	Subsection 8-02.11(5) was revised to replace the old push button for walk and push button arrow signs with the new crosswalk signs. The new signs are R10-3B-9, Crosswalk (pedestrian symbol) and R10-3C-9, Crosswalk (walk verbiage).
Section 8-03	Subsections 8-03.4 and 8-03.9(2) have been revised to specify criteria for selection and use of u-channel, perforated square steel tube posts and wood posts for ground mounted signs. Also, Subsection 8-03.6(3) was revised to address the use of “E” and “E Modified” letter and numeral series.
Figure 8-03.18	Corrections were made to the example use of sign post selection charts.
Figure 8-03.24	Corrections were made to the example use of sign post selection charts.
Chapter IX Table of Contents	Made revisions to correspond to Section revisions.
Section 9-02	Section 9-02 has been substantially revised by the Hydraulics and Hydrology Team. Please read carefully. Revisions were made in the Subsections pertaining to Design Frequency Criteria, Base Flood, National Flood Insurance Program, Urban vs. Rural Hydrology, Time of Concentration methods, and SCS unit hydrographs. Particular attention should be given to the portions of Section 9-02.2 related to the base flood, overtopping flood, and the National Flood Insurance Program. Overtopping flood frequency and discharge are now required to be included on the project plans for all crossroad structures.
Microstation Design Forms D29	The sign post sheet has been revised to include quantities for u-channel, wood, and perforated steel square tube posts.
Microstation Design Forms D50, D60, D61, D62, D63, D64, D65, D66, D67, and D69	The double asterisk note on these figures regarding the fill slope has been revised to explain the minimum distance from the toe of fill to shoulder.

dmt

S:\de_std\d200203.doc