

NOTE: BOH-IMs prior to 1986 do not have assigned numbers
THERE IS NO BOH-M 1991-3, 1994-15, 1994-C
There is no BOH IM 1999-21 or BOH IM 1999-22
2001: No 2001-08, 16, 17 or 18

**SUBJECT INDEX FOR
BUREAU OF HIGHWAY INSTRUCTIONAL MEMORANDA
AND
BUREAU OF HIGHWAY CIRCULAR LETTERS**

****CURRENTLY OPERATIONAL****

"A"

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Clarification on Hot Mix Asphalt (HMA) Specifications Requirements and Testing Procedures – C/T:GM:kab – BOH IM 2004-07 (02-02-04)
Changes in the Method of Calculating the Blended Aggregate Wear Index (AWI) Value for all Top Course Hot Mix Asphalt (HMA) Mix Designs – BOH:C/T:AR:kab BOH IM 2003-09 (05/27/03)
Procedures for Submitting Top Course Hot Mix Asphalt (HMA) Mix Design Aggregates for Aggregate Wear Index (AWI) Determination - BOHD: C/T:AR:kab - **BOH IM 2003-01** (01-17-03)
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Sampling and Testing of Bituminous Density Cores - C&T:MF:kab - **BOH IM 2001-13** (9-27-01)
Field Verification of Bituminous Mix Design - Continuation of Pilot Study for 2001 Construction Season - MF:kab - **BOH IM 2001-07** (5/1/01)
Asphalt Binder on Local Agency Projects - MF:kab - **BOH IM 2001-06** (5/1/01)
Bituminous Mixture Sampling Qualifications - MF:kab - **BOH IM 2000-16** (07/31/00)
Compacting Bituminous Mixtures - C&T:MF:kab - **BOH IM 2000-12** (7/6/00)
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Ride Quality on 2 Course Bituminous Overlays - MF:kab - **BOH IM 2000-03** (1-25-00)

Quality Control/Quality Assurance (QC/QA) Procedures Manual of Field Testing - MF:kab - **BOH IM 1999-23** (12-16-99)
Bituminous Overlay Construction Issues - MF:kab - **BOHIM 1999-18** (10-6-99)
Reclaimed Asphalt Pavement (RAP) - MF:kab - **BOH-IM 1999-17** (9-7-99)
Flushing on Bituminous Projects - MF:jp - **BOH-IM 1998-9** (9-2-98)
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~~Review of Contractor Claims – PFM:AQS:tml – **CCL 1996-4** (9-24-96) **SUPERSEDES CCL 1994-3**~~
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Subcontracting Process Change – C/T:JAR:kab – BOH IM 2004-15 (4/29/04)
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Documenting Certified Construction Materials Using FieldManager and Fieldbook; Changes to the Materials Source List, Form 510, and Processing Procedures; Changes to the Michigan Department of Transportation (MDOT) Materials Quality Assurance Procedures Manual, Section A-6 (Supersedes BOH IMs 2002-05 and 2010-08) – BOHD:C/T:MA:mnn – BOH IM 2011-08 (11/17/11)
MDOT Form 501, *Materials Source List* (formerly known as *Testing Order*) – BOHD:C/T:MA:kab – BOH IM 2010-08 (10/07/10)
Retention and Disposal of Construction Project Records (Supersedes BOH IM 2006-03) – C/T:AW:kab -- BOH IM 2008-09
Retention & Disposal of Construction Project Records (Supersedes BIH IM 2004-22) – BOHD:C/T:AW:kab – BOH IM 2006-03 (02/10/06) (**superseded**)
Retention and Disposal of Construction Project Records – AW/kab - BOH IM 2004-22 (8/11/04)
Construction Projects Records Retention – AW:kab - **BOH IM 2003-06** (04-28-03)
Documenting Certified Construction Materials Using FieldManager and FieldBook - AW:kab - **BOH IM 2002-05** (04-05-02)
Documentation of time Charged to Local Government Agency Projects - JTL:jp - **BOH IM 1998-4** (5-12-98)
Documentation of Aggregate Certification - Section C-2, #3 - Certification of Aggregate Quality, Materials Quality Assurance Procedures Manual - WJM/CD/DDD - **CCL 1990-4** (9-21-90)
Interim Payment Documentation for Earth Excavation - RCA/JAM - **CIM 7-30-76**
Minimum Documentation Requirements for Steel Reinforcement - WAS/CME - 7-10-75

"E"

EARTHWORK

Soil Erosion and Sedimentation Control Manual - JAR:kab - **BOH IM 2000-02** (07/31/00)
Environmental Review, MDOT, Designated Borrow Areas - GDT/TAC - **CIM 1988-19** (8-24-88)
Clarification of 1988-15: Individual Construction Permit Application for Disposal of Earth Excavation or Use of Right of Way for Contractor Plant Site - GCT/TAC - **CIM 1988-17** (8-10-88)
Individual Construction Permit Application for Disposal of Earth Excavation or Use of Right of Way for Contractor's Plant Site - GDT/TAC - **CIM 1988-15** (7-1-88)
Disposal of Peat - TAC - **CIM 1986-1** (1-6-86)
Interim Payment Documentation for Earth Excavation - RCA/JAJ - CIM 7-30-76

EEO/OJT PROGRAM

Revisions to the Weekly Employment Report, Form 1199 – AW:kab – BOH IM 2006-11 – (09/06/06)
MDOT's Monthly On-the-Job Training Pilot Program Report and Training Log (Form 0125) Procedures - GCT:kab - **BOH IM 2002-02** (01-09-02)
Revision of EEO and OJT Training Forms and Reports (Form 1199) - GDD:GCT - **CCL 1994-4** (12-13-94)
Forms 1104 and 1151, On-The-Job Training Program - GDD/GCT - **CIM 1993-27** (10-7-93)
Forms 103B and 103F, EEO/OJT Program - GDT/GCT - **CIM 1991-1** (1-4-91)
Random Forms 1104 and 1151, On-The-Job Training Program - GDT/GCT - **CIM 1990-16** (11-14-90)
On-The-Job Training - GJC/GCT - **CIM 1986-27** (7-8-86)
Supplemental Specification for On-The-Job Training 6.92(1) - GJC/GCT - **CIM 1986-26** (5-19-86)
EEO-OJT Program - HBL - CIM 8-24-84
On-The-Job Training Program - HBL - CIM 7-10-84
On-The-Job Training Procedure - GJM/GJC - CCL 1982-3 (6-9-82)

ELECTRICAL CONSTRUCTION

Licensed Electrician Required on Electrical Work (Supercedes CIM 1994-03) – C/T:AC:kab – BOH IM 2005-01 (2005-01)
Licensed Electrician Required on Electrical Work - GDD/AQS - **CIM 1994-3** (3-7-94)
Electrical Construction Inspector's Check List - HBL/PHD - CIM 5-1-80
License Requirements - Electrical Construction - HBL/RCC - CIM 10-30-81

EMBANKMENT

Trimming Front Slopes in Embankment & Cut Sections - HBL/WJK - CIM 2-4-80

ENGINEERING DEVELOPMENT PROGRAM

Engineering Development Program - Design/JDC - **CIM 1986-8** (2-20-86)

ENGINEERING SUPPORT AIDES

Engineering Support Aides (ESA's) - WJM - **CIM 1986-25** (5-19-86)

ENHANCEMENT PROJECT ADMINISTRATION PROCESS

Implementation of Transportation Enhancement Projects Through Local Contracting - GDD/GCT - **CIM 1993-17** (6-14-93)

ENVIRONMENT (see also: "Earthwork")

Processing Sewage/Storm Water Damage Claims – BOHD:C/T:JR:kab BOHIM 2010-5 (9/02/10)
Revisions to the 2006 Soil Erosion and Sedimentation Control Manual – C/TJAR:kab – BOHIM 2009-05 (05/21/09)
2006 Soil Erosion and Sedimentation Control Manual – C/T:JAR:kab – BOH IM 2006-07 (08-01-06)
Bridge Painting Inspection and Lead Exposure in Construction – C/T:EMB:kab – BOH IM 05-13 (08/25/05)
Labeling Storm Water Outfalls – C/T:DG:kab – BOH IM 2005-03 (03/03/05)
SESC Training and Deficiency Correction Requirements – C/TRSW:kab – BOH IM 2004-23 (09/03/04)
Illicit Discharge Elimination Discharge Program – C/T:DMG:kab – BOH IM 2004-10 (02/26/04)
Asbestos Identification, Sampling, Notification, Removal and Disposal – C/T:EB:kab – BOH IM 2004-05 (01-23-04)
Termination of National Pollutant Discharge Elimination System (NPDES) Storm Water Discharges from Construction Activities Authorization and the Deactivation of the MDEQ Site Identification Numbers, Where Applicable – EMB:kab – BOH IM 2003-13 (10/29/03) (see also, Final Inspection)
Removal of Underground Storage Tank Contracts - **CCL 1996-3** (8-28-96); supersedes CCL 1995-4
Removal of Underground Storage Tank Contracts:Landfill Acceptance of Fuel Contaminated Soil - **CCL 1995-4** (7-10-95)
Hazardous Waste Identification Numbers (MID Numbers) - Joint Construction & Design IM 1995-A (1-31-95)
Bridge Warranty Painting Projects - GDD/P.Miller/PAL - Joint Construction & Engineering Services IM 1994-B (6-20-94)
Air Quality Permits for Asphalt Mixture Plants - TAC/GDD - **CIM 1993-B** (9-16-93)
Disposing and Labelling Spent Abrasive - Bridge Painting - GD/PAL - **CIM 1993-5** (1-27-93)
Bridge Painting - GDD/PAL - **CIM 1992-7** (4-14-92)
Protection of Environment and Control of Hazardous Materials and Polluting Materials - GDD/PAL - **CIM 1992-2** (3-9-92)
Clarification of Erosion Control Provisions in 1990 Specifications - WJK - **CIM 1991-17** (12-5-91)
Bridge Painting - Mates Articles - GCT/PAL - **CIM 1991-11** (12-16-91)
Procedures for Remediation of Hazardous Substances Encountered During Construction - WJM/GDT:PAL - **CCL 1991-4** (11-8-91)
Generation, Handling, and Disposing of Material from Cleaning and Blasting Operations - GDT/PL - **CIM 1990-14** (8-27-90)
Bridge Painting Contracts - Compliance with Hazardous Waste Management Laws - WJM/GDT:WJK - **CCL 1990-1** (3-7-90)
Bridge Painting Contracts - Compliance With Hazardous Waste Management Laws - WJM/JDC -**CCL 1989-5** (11-28-89)
Notification of Transportation Planning Services Division of Changes on Project During Construction - GDT/DDD - **CIM 1989-12** (11-7-89)
Clarification of Handling, Storage and Transportation of Waste Sandblast Material from Bridge Painting Projects - GDT/DDD - **CIM 1989-11** (11-11-89)
Filing "Hazardous Waste" Documents - GDT/KPB - **CIM 1989-10** (11-1-89)
Notification to Department of Natural Resources of Steel Bridge Blast Cleaning Projects - GDT/JDC - **CIM 1988-11** (5-24-88)
Environmental Controls for Blast Cleaning Steel Structures - WJM/JDC - **CCL 1988-2** (3-24-88)
Use of Wetlands, Disposal of Surplus and Unsuitable Material - GJC/TAC - **CIM 1988-2** (1-13-88)
Notification to Department of Natural Resources of Steel Bridge Blast Cleaning Projects - GJC/JDC - **CIM 1987-5** (3-5-87)
Preconstruction Notices for Projects Involving DNR Permits or Work Near Water and Wetlands - BTP/WLS - **CIM 1986-16** (3-25-86)

Samples of Shore Protection - Great Lakes & Connecting Waters - TAC - **CIM 1986-7** (2-10-86)
Memorandum of Understanding - MDOT & DNR - HBL/WJK - CIM 1-28-80
Control of Soil Erosion and Sedimentation on all Grading Projects - HBL - CIM 10-4-78
Environmental Concerns - WAS/GRW - CIM 3-30-76

EQUIPMENT

Additional Rubblizing Equipment - PFM:EDW:hr - **CIM 1996-8** (8-15-96)
Discontinue Use of Form 1133 - Bituminous Street Equipment Inspection Report - GDT/EDW - **CIM 1991-2** (1-3-91)
Equipment Items - Construction Division Budget - GJC - **CIM 1986-15** (3-24-86)
Equipment and Systems for Pumphouses, Rest Areas, and Moveable Bridges - HBL/GJC - 3-19-79

EROSION CONTROL (see also "Environment")

ESTIMATES, PAY (see also: "FHWA")

Final Estimate Procedure Update – CDF:kab – IM 2007-04 (6/13/07)
Distribution of Final Estimate Reviews, GT:kab - **IM 2001-09** (5/17/01)
Revision of Final Estimate Checklist, GT:kab - **IM 2000-20** (11-7-00)
Submitting Final Estimates for Projects with Total Consultant Construction Engineering Oversight - GCT:jp - **IM 1999-11** (7-6-99)
Final Estimate Cover Letter/Checklist - PFM:BH:BRH:srh - **Joint Construction and Financial Operations IM 1997-F** (5-6-97)
Submitting Final Estimates Supersedes W.J. MacCrerry Letter dated February 6, 1986 - DT:TAC:PFM:GCT:srh - **CCL 1996-1** (6-12-96)
Final Estimate Processing - PFM:SF:GCT:BRH:srh - **Joint Const. & Financial Services IM-D** (5-29-96)
Post Final Construction Estimate - GDD:PFM:GCT:srh - **Joint CIM 1994-J** (12-13-94)
Fax of Construction Estimate Bi-Weekly Reports - GDD/CDF - **CIM 1993-26** (11-17-93)
Submission of Final Estimates and Closing of Projects - GDT/GCT - **CIM 1990-3** (4-11-90)
Construction Estimate Bi-Weekly Report, Form 1371B - GJC/GCT - **CIM 1988-3** - (1-11-88)
Project Paperwork (Time Table for Submission of Final Estimates - WJM - **CIM 1986-6** (2-6-86)
Meeting of Department Management & Industry Advisory Council - HBL - CIM 10-23-84
Processing of Pay Estimates on Set Aside Projects for MBE's/WBE's - HBL/GCT - CIM 2-20-81
Revised Procedure for Extensions of Time for Purposes of Pay Estimates - HBL/PHD - CIM 3-14-80
Final Estimates (Supersedes CCL 1979-1) - GJM/HBL - CCL 1979-6 (6-7-79)
Transmittal of Final Estimates, Quantity Sheets, and PR 47's by I.D. Mail - HBL/JAJ - CIM 8-16-76

EXCAVATION (see "Earthwork")

EXCESS PROPERTY

Sale of Excess Property - DR 4240.0I - HBL - CIM 9-14-81

EXTENSION OF TIME (see "Authorizations")

EXTRAS TO CONTRACT (see "Authorizations")

"F"

FAS PROJECTS

Material Testing for FAS Projects by the M&T Division - WJM - **CIM 1986-20** (4-9-86)
Local Government Project Testing - **CIM 1986-22** (5-13-86)
Inspection of Federal Safety Projects for Paint Striping on Secondary and Local Projects - HBL/WJK - CIM 7-17-78
Construction Supervision Responsibility on Other Than State Highway Department Owned Projects - HBL - CIM 4-27-78

FENCE

Woven Wire Fence - Specification Material - TAC - **CIM 1986-3** (2-4-86)

FHWA (see also: "Forms")

FHWA Oversight Project Contract Modification Procedures, supercedes BOH IM 2005-11 – C/T:RJC:mnn BOH IM 2011-05 (9/7/11)
Federal Participation in Contractor Claims and Court Awards – C/T:JJG:kab – BOH IM 2005-14 (09/08/05)
Procedural Changes on FHWA Final Inspection - HBL/GCT - CIM 3-2-83

FIELDMANAGER

Using FieldManager to Track Design-Build Contracts C/T:CF:kab BOH IM 2010-07 – (9/1/10)
FieldManager Contractor Read-Only Copies, Supercedes BOH IM 2003-11 – C/T:CF:kab BOH IM 2007-08 (11/19/07)
Pre-Contract Acceptance Processing of Reduction in Retainage – C/T:CF:kab BOH IM 2004-20 (06/04/04)
FieldManager Contractor Read-Only File Distribution – CF:kab – BOH IM 2003-11 (09-16-03)
FieldManager "Guest" User Account, KF:kab - **BOH IM 2002-10** (06-27-02)

FieldManager Contract Initialization Files for Consultation - CF:jp - **BOH-IM 1999-4** (3-25-99)

Loading Software on the CPRKS PC - CDF - **CIM 1994-8** (4-20-94)

FIELD WELDING (see "Welding")

FINAL ESTIMATES (see "Estimates, Pay")

FINAL INSPECTION

Termination of National Pollutant Discharge Elimination System (NPDES) Storm Water Discharges from Construction Activities Authorization and the Deactivation of the MDEQ Site Identification Numbers, Where Applicable – EMB:kab – BOH IM 2001-13 (10/29/03) (see also, Environment)

Revised Project Final Inspection/Acceptance and Certification Report - Form 1120, and Final Estimate Checklist - AW:kab - **BOH IM 2000-07** (04/06/00)

Final Inspection/Acceptance and Certification Report - Form 1120 - GCT:jp - **BOH-IM 1999-6** (4-13-99)

Project Final Inspection by FHWA - GJC/GCT - **CIM 1988-6** (3-22-88)

Procedural Changes on FHWA Final Inspection - HBL/GCT - CIM 3-2-83

FINAL REVIEWS (see "Operations Reviews")

FORCE ACCOUNTS (see "Authorizations")

FORMS (see also: "Bituminous")

Discontinue Use of Form FHWA-47, Statement of Materials and Labor – GT:kab – BOH IM 2007-05 (6/29/07)

Elimination of Bi-Weekly Construction Progress Report (Form 1102A) (Supersedes BOH IM 2003-18) – CF:kab – BOH IM 2004-03 -- (01/12/04)

Elimination of Bi-Weekly Construction Progress Report (Form 1102A) – CF:kab - BOH IM 2003-18 – (12/10/03)

Bi-weekly Construction Progress Report - PFM:CR:GCT:srh - **Joint Construction and M&T IM 1997-I** (6-20-97)

Revision of EEO and OJT Training Forms and Reports (Form 1199) - GDD/GCT - **CCL 1994-4** (12-13-94)

Distribution of Reports to FHWA - GDD/JKG - **CIM 1992-22** (11-2-92)

Form FHWA-47 - GDT/GCT - **CIM 1989-14** (12-18-89)

FREEDOM OF INFORMATION

Policy for Freedom of Information Act Requests for Bridge Inspection Reports – DAJ:kab – BOH IM 2006-08 (08/14/06)

Freedom of Information Guidelines - GJC/BHR - **CIM 1988-5** (3-22-88)

"G"

GUARDRAIL

Proper Installation of SRT-100 and SRT-350 Guardrail Endings - PFM:AQS:hr - **CIM 1996-5** (8-15-96)

Guardrail Anchorage Cable (SRT) - PFM:JF:jp - **CIM 1996-3** 5-14-96

Guardrail Anchorage (Standard Plan III-58 Series) - GDD/AQS - **CIM 1992-19** (10-13-92)

Guardrail Anchorages - Bridge/Pier - GDT/AQS - **CIM 1990-17** (11-13-90)

Supplemental to Construction Instructional Memorandum 1988-12 - GDT/BHR - **CIM 1988-20** (9-13-88)

Burning of Guardrail Steel Beam Elements - Not Permitted - WJM/BHR - CCL 1988-3 (6-16-88)

Chapter 7, Michigan Design Manual - Road Design - GJC - **CIM 1988-1** (1-6-88)

Changes in Details of Guard Rail Construction for the 1987 Construction Season - GJC/BHR - **CIM 1987-2** (2-9-87)

Cable - Guiderail Tension - GJC - **CIM 1986-4** (2-4-86)

Breakaway Cable Anchorage (BCT) - GJC - CIM 8-20-85

Standard Plan III-60E - Guard Rail Splice & Post Bolts - HBL - CIM 12-11-84

Breakaway Cable Anchorage (BCT) - HBL - CIM 10-11-84

Shop Bent Rail - Standard Plan III-58 - Guard Rail Ending with Cable Anchor - HBL - CIM 5-25-84

Guard Rail Ending with Cable Anchorage - HBL/MLO - CIM 4-12-78

Reflectorized Washers on Guard Rail - WJM(Design) to HBL - CIM 8-25-76

Structural Guard Rail Anchorages: 1. Shoulder Bolder; Anchors in Slip Form Railing - HBL/CME -

CIM 8-9-76 (memo of 10-1-76 attached)

"H"

HAZARD PAY

Hazard Pay - HBL/JMK - CIM 6-21-83

HAZARDOUS WASTE (see "Environment")

HIGHWAY PREVENTATIVE MAINTENANCE PROGRAM

HISTORY SHEETS (see "**As Constructed Quantities**")

HOT MIX ASPHALT (HMA)

Implementation of *ProjectWise*® Document Storage System for Hot Mix Asphalt – C/T:SJP:kab – BOH IM 2008-11 (06/09/08)

Procedures for Job Mix Formula Adjustments – C/T:JWB:kab – BOH IM 2005-10 (06/01/05)

Testing Requirements for Capitol Preventive Maintenance Hot Mix Asphalt Projects – BOHD:C/T:KK:kab – BOH IM 2005-06

Qualifications for Sampling HMA Behind the Paver - MF:kab - **BOH IM 2002-09** (6/3/02)

"I"

INSPECTION

Inspection of Prestressed Concrete Beams for Stockpile Purposes - MLL:jp - **BOH IM 1998-7** (8-24-98)

Interim Procedures for Inspection/Acceptance of Sign Contracts - JG:jp - **Joint C & T, Maintenance, and T&S IM 1997-C-S** (12-10-97) **supercedes 1997-C**

Interim Procedures for Inspection/Acceptance of Sign Contracts - SJE:tl/jp - **Joint C, M&T, Maintenance, and T&S IM 1997-C** (1-10-97)

Interim Procedure for Acceptance of Aluminum Sheet for Permanent Signs - JR:CR:plr - **Joint C & M&T IM 1997-B** (1-10-97)

Deficiencies Found During the 1991 Bituminous Inspection In-Depth by FHWA - GDD/EDW - **CIM 1992-11** (5-1-92)

Discontinue Use of Form 1133 - Bituminous Street Equipment Inspection Report - GDT/EDW - **CIM 1991-2** (1-3-91)

Contractors' Requests for Copies of IDR's - GJC - **CIM 1986-14** (3-12-86)

Inspection and Control Procedures on Small Quantities of Concrete and Miscellaneous Materials

(Supersedes CCL 1969-16)GJM/GCT -CCL 1983-2 (6-13-83)

Electrical Construction Inspector's Check List - HBL/PHD - CIM 5-1-80

INTELLIGENT TRANSPORTATION SYSTEMS (ITS)

Contract Administration and Oversight Guidelines for Intelligent Transportation Systems Projects – JJG:ksk – BOH IM 2011-03 (7-18-11)

"J"

JOB CONTROL TESTING

Job Control Testing Problems on the Negotiated County Secondary Projects - CIM 3-5-82

"L"

LABOR COMPLIANCE (see "**Davis-Bacon Labor Compliance**")

LANDSCAPING

Highway Landscape Planting Project Inspection - HBL & TRW(Maint) - CIM 10-14-77

LEASE RENTAL AGREEMENTS

Lease Rental Agreements - GJC - **CIM 1986-19** (4-4-86)

LEGISLATIVE CONTACTS

Lobbyist Registration Act - Legislative Contacts - HBL - CIM 1-13-84

LETTER DESIGNATION

Letter Designation on Highway Projects - HBL - CIM 4-30-80

LICENSE REQUIREMENTS (see "**Electrical Construction**")

LINES, GRADES, & ELEVATIONS

Section I.05.07 of the 1984 Standard Specifications: Lines, Grades, and Elevations - GJM/HBL - CCL 1983-1 (6-1-83)

LOBBYING

Lobbyist Registration Act - Legislative Contacts - HBL - CIM 1-13-84

LOCAL GOVERNMENT PROJECTS

Region Oversight of Local Agency Construction Projects (Supercedes BOH IM 2006-10) – BOHD:C/T:BJO:SE:kab – BOH IM 2009-06 (6-10-09)

Region Oversight of Local Agency Construction Projects (Supercedes BOH IM 2005-02) – BOHD:C/T:JJG:kab - BOH IM 2006-10

Region Oversight of Local Agency Construction Projects – BOHD:C/T:AC:kab – BOH IM 2005-02 (02/07/05)

Region Oversight Local Agency Construction Projects - PFM:PAL:jp - **CIM 1997-2** (5-1-97)

Transportation Work Authorizations for Local Agency Projects - GDD/PAL - **CIM 1994-7** (4-13-94)

Local Government Project Testing - MLO - **CIM 1986-22** (5-13-86)
Material Testing for FAS Projects by the M&T Division - WJM - **CIM 1986-20** - (4-9-86)
Publicly-Employed Engineer for Local Projects - GPM - 5-25-84D
Guidelines for Local Agencies & Consultants - HBL/RDD - CIM 8-5-83
Rental of T&R Test Kits to Local Agencies for Use by Their Consultants - HBL/GCT - CIM 3-5-82
Monitoring Local Government Projects - HBL - CIM 5-29-79
Inspection of Federal Safety Projects for Paint Striping on Secondary & Local Roads - HBL/WJM - CIM 7-17-78
Construction Supervision Responsibility on Other Than State Highway Department-Owned Projects - HBL - CIM 4-27-78
Local Government Construction - HBL - CIM 10-10-77

"M"

MAINTAINING TRAFFIC

See "Traffic Control"

MANPOWER MANAGEMENT

Adjustments to Planned Man-hours - GJC/RHD - **CIM 1987-22** (10-15-87)
Recording Manhours on Form 1187 - HBL - CIM 2-17-84

MATERIALS

Open Graded Drainage Course, Modified FUSP 03SP303(A) – C/T:JFS:kab – BOH IM 2008-15 (11/24/08)
Waiver of Contract Specification Requirements and/or Changes to Material Requirements – C/T:AC:kab – BOH IM 2005-09 (06/01/05)
Michigan Test Method 314, Theoretical Maximum Specific Gravity of HMA Paving Mixtures and Michigan Test Method 315, Bulk Specific Gravity and Density of Compacted HMA Mixtures Using Saturated Surface-Dry Specimens – BOH:C/T:JAR:kab – BOH IM 2004-17 (05/14/04)
Michigan Test Method 321-04, Determining Specific Gravity and Absorption of Fine Aggregates – JAR:kab – BOH IM 2004-12 (03-22-04)
Open Graded Base Course, Modified and Aggregate Base Under HMA – C/T:JAR:kab – BOH IM 2004-06 (01-23-04)
Polymer Coated Steel Pipe - JAR:kab - **BOH IM 2002-12** (7/1/02)
Materials Sampling Guide - JAR - **BOH IM 199-15** (7-22-99)
Materials Quality Assurance Procedures Manual Section E (Revised) Independent Assurance Test Procedures - JAR:jp - **BOH-IM 1999-5** (4-13-99)
Effective Date for Aggregate Wear Index (AWI) for Quarried, Waste Mine rock and Slag Aggregate Sources - DLS:jp - **BOH-IM 1999-2** (3-2-99)
Revisions to MDOT Materials Quality Assurance Manual - RZ:dg:jp - **BOH-IM 1999-1** (2-3-99)
Materials Quality Assurance Manual Section A11 (new) - JAR:dmg - **BOH-IM 1998-8 (9-14-98)**
Superpave Performance Grading System - JDC:JWB:dg - **CCL 1997-1** (8-6-97)
Materials Certificate - GDD/GCT - **CIM 1992-5** (3-18-92) **SUPERSEDES CIM 1992-4 (1-28-92)**
Material Testing for FAS Projects by the M&T Division - WJM - **CIM 1986-20** (4-9-86)
Woven Wire Fence - Specification Material - TAC - **CIM 1986-3** (2-4-86)
Sampling & Testing Procedure for Corrugated Galvanized Metal Pipe & Structural Steel Plate Pipe - HBL/GCT - CIM 3-29-83

MATH REQUIREMENTS (see "Work Elements")

METRICATION

Metrication of Concrete Plants and Their Use on Metric MDOT Projects - **Joint Construction/M&T CCL 1997-A** (5-10-97)
Metric Weigh Tickets for Bituminous and Aggregate - JG:CR:plr - **Joint Construction/M&T IM 1996-I** (11-22-96)
Metrication of Concrete Plants and Their Use on Metric MDOT Projects - KF:JG:JTL:jp - **Joint Construction/M&T CCL 1997-A**

MICHIGAN PREVAILING WAGE ACT

Michigan Prevailing Wage Act - PFM:GCT:srh - **CCL 1995-1** (2-14-95)
Michigan Prevailing Wage Act - GCT:jp - **CCL 1998-1** (6-9-98)

MIOSHA

Bridge Painting Inspection and Lead Exposure in Construction – C/T:EMB:kab – BOH IM 05-13 (08/25/05)
Michigan Occupational Safety and Health Act Citations/Inspections - PFM:PAL:KJH:hr - **CIM 1997-3** (5-22-97)
Safety - GDD/PAL - **CIM 1993-21** (8-2-93)
MIOSHA Emergency Rules - GDD/KAG - **CIM 1993-3** (1-12-93)
MIOSHA Revision - GDD/KPB - **CIM 1992-3** (1-27-92)
MIOSHA Revision - GDT/KPB - **CIM 1991-5** (3-27-91)
MIOSHA Safety Standards - GDT/KPB - **CIM 1990-9** (6-20-90)
Michigan Occupational Safety & Health Act - GCT/KPB - **CIM 1989-15** (12-5-89)
Michigan Occupational Safety & Health Act - GDT/KPB - **CIM 1988-18** (8-19-88)
MIOSHA - Corrected Part II - GJC/WJK - **CIM 1987-3** (2-12-87)
MIOSHA - Written Out - RRS/WJK - CIM 10-17-85
MIOSHA - Amended Part 6 - RRS/WJK - CIM 10-17-85
MIOSHA - Amended Part 10 - GJC/WJK - CIM 8-12-85

MIOSHA - Amended Part 26 - GJC/WJK - CIM 6-19-85
MIOSHA - Amended Part 14 - HBL/WJK - CIM 7-26-84
MIOSHA - Safety & Health Act - HBL/WJK - CIM 4-10-84
MIOSHA Citations - HBL/WJK - CIM 6-14-82

MONUMENTING CONTROL POINTS (see "Staking")

MOBILIZATION

Mobilization - PFM:JTL:jp - **CCL 1996-2** - 6-6-96

"N"

NOTICE TO BIDDERS

Central Source for Providing Information to Outside Parties Prior to Bidding on Construction Projects - RAW/EDW -
CCL 1989-2 (4-19-89)

NOTIFICATION (see "Utilities," "Environment")

NOTIFICATION OF CORRECTION OF DEFICIENCIES

Notification of Correction of Deficiencies - HBL - CIM 1-11-83
Notifying Counties and Municipalities of Pertinent Information - GJC - **CIM 1987-9** (5-16-87)

NUCLEAR GAUGES (see "Density Testing")

"O"

ON THE JOB TRAINING (see "EEO/OJT Program")

OPEN-GRADED DRAINAGE COURSE

Installation of OGDC Underdrains - I-94/I-96 Recycling Projects - GJC - **CIM 1986-18** (6-20-86)

OPERATIONS REVIEWS

Final Estimate Review Procedure – C/T:MA:mnn – BOH IM 2011-04 (08/16/11)
Project Record Certification Program – C/T:AW:kab – BOH IM 2006-13 (10/19/06)
Project Record Certification Program – C/T:AW:kab – BOH IM 2004-08 (02/06/04)
Final Project Reviews, Monitoring Construction Engineering Consultants, and Incentive/Disincentive Projects - C/T:PAL:kab - **BOH IM 2002-14** (8-8-02)
Revisions to MDOT Resident/Delivery/Project Engineer Project Record Certification - GCT:aw:jp - **BOH-IM 1999-9** (5-18-99)
Resident/Project Engineer project Record Certification PFM:CR:BRH:sh - **Joint C and M&T CIM 1997-A** (1-17-97)
Project Engineer Certification Program - GDD/GCT - **CIM 1994-16** (6-28-94)
Project Engineer Certification Program - GDD/GCT - **CIM 1993-13** (4-13-93)
Minor Discrepancies Found During Project Reviews - GDT/GCT - **CIM 1991-12** (8-5-91)
Discontinue Use of Form 1118-Unsubmitted Final Report - GDT/GCT - **CIM 1991-8** (5-9-91)
Final Estimate Review - Local Government Projects - GJC/GCT - **CIM 1987-13** (5-20-87)
Project Engineer Certification Program - GJC - CIM 12-3-85
Combined Final Project Reviews - Construction and Testing & Research - DEO for WJM/CD:JK - 4-25-85
Annual Material Inspection Review Certification - HBL/KAA - CIM 12-2-82
Annual Project Record Certification - GCT - CIM 10-13-81
Final Materials Inspection Review - HBL & KAA - CIM 5-11-81

OSHA

Occupational Safety and Health Administration (OSHA): Lead Exposure in Construction - GDD/PAL - **CIM 1993-22** (9-2-93)

OVERHEAD (see "Project Office")

OVERTIME

Overtime Approval - Construction Field Employees - GJC - **CIM 1986-5** (2-4-86)

"P"

PAINTING (see also "Environment")

Excerpts from Surface Preparation and Coating of Concrete (SSPC) Publication 98-05 to be Used with the Special Provision for Concrete Surface Coating, DB:kab –
BOH IM 2003-14 (10/29/03)

PAINT STRIPING (see "Pavement Marking")

PARTNERING

Supplemental Specification SS102.2 Partnering - PAL:kab - **BOH IM 2001-11** (6/7/01)

PAVEMENT

Changes to Ride Quality Specification - BOHD:C/T:TH:kab – BOH IM 2007-07 (9/14/07)
Paving Riding Quality - Supplemental Specification 4.50(4a) - GJC/WJK - **CIM 1987-10** (5-18-87)
Life Cycle Costing of Pavement Rehabilitation Alternatives - RAW - CIM 8-26-85
Pavement Life Cycle Costing Report - RAW - CIM 8-1-85

PAVEMENT, CONCRETE

Retexturing Ground Concrete Pavement - **Joint Construction/M&T IM 1995-C** (5-1-95)
Concrete Pavement Joints - GJC/WJK - **CIM 1988-8** (4-7-88)
Selecting Deteriorated Concrete Pavement Areas for Repair - GJC/TAC - **CIM 1987-12** (5-22-87)
Pavement Dowel Bars with Less Than 10 Mil Coatings & Lane Ties with Less Than 24" Long - HBL/DLW - CIM 6-11-84
Use of Spansaws on Concrete Pavement - RRS - CIM 4-16-84
Concrete Pavement Repair - HBL/DLW - CIM 9-7-83
Expansion Anchor Testing Procedure and Lane Tie Testing Procedure - Note:
Refer to Construction Manual pgs 4-25, 4-48 & 4-55 - HBL/CME - CIM 9-8-77

PAVEMENT DATABASES

Pavement Historical Database (PHD) – Annual Data Entry – BOHD:C/T:ME:mnn – BOH IM 2010-06 – (9/1/10)

PAVEMENT MARKING

Application of Temporary Edge Line Markings on Construction Projects – BZ:kab – BOH IM 2004-02 – (01/09/04)
Upgrading Pavement Markings on Future Pavement Construction/Reconstruction Projects – T&S:JDC:bjh-BOH IM 2001-17 (11-20-03)
Temporary Pavement Markings Applied on the Finished Pavement Surface - PFM:AQS:tmi - **Joint Construction/T&S CIM 1995-D REV.** (6-19-95)
Temporary Pavement Markings Applied on the Finished Pavement Surface - PFM:AQS:tmi - **Joint Construction/T&S CIM 1995-D** (6-13-95)
Optional Wet Paint Alert Sign "WET PAINT - DO NOT CROSS LINE" - GDD/AQS - **CIM 1994-12** (6-2-94)
Type NR - Temporary Pavement Marking - GDD/AQS - **CIM 1993-8** (3-9-93)
Certification of Pavement Marking Equipment - GDT/AQS - **CIM 1991-9** (5-3-91)
Pavement Marking Paints on Current Contracts - GDT/WJK - **CIM 1990-8** (6-15-90)
Protection of Uncured Markings on Polyester Pavement Contracts - HBL - CIM 6-10-83
Thermoplastic Pavement Marking (Reference to Previous Memo of 12-6-79) - HBL/WJK - CIM 3-13-80
Inspection of Federal Safety Projects for Paint Striping on Secondary and Local Roads - HBL/WJK - CIM 7-17-78

PAY ESTIMATES (see "Estimates, Pay")

PAYMENT TO CONTRACTORS (see also: "DBE/MBE/WBE/HBO")

Field Review of Prompt Payment Complaints BOHD:C/T:BJO:mnn – BOH IM 2011-06 – (10/6/11)
Elimination of Retainage on Construction and Maintenance Projects (Supercedes BOH IM 2001-15) – BOHD:C/T:JJG:kab – BOH IM 2006-02 (02/10/06)
Documentation Requirements for Partial Payment for Materials Stockpiled Off Site – SJC:kab – BOH IM 2004-26 (12-10-04)
Retainage on Construction and Maintenance Projects - GT:kab - BOH IM 2001-15 (11-6-01)
Forms 103B AND 103F, EEO/OJT Program - GDT/GCT - **CIM 1991-1** (1-4-91)
Contract Overpayments - GDT/KPB - **CIM 1989-4** (5-10-89)

PAYROLLS (see "Davis-Bacon Labor Compliance")

PEAT DISPOSAL (see "Earthwork")

PERMITS

Weight Limit Waivers – BOH-DEL:DO:JWR:JJG:ksk BOH IM 2010-04 (07/23/10)
Enforcement of County Haul Route Permits – BOHD:C/T:MJE:kab BOH IM 2005-12 (08/08/05)
Air Quality Permits for Asphalt Mixture Plants - GDD/TAC - **Joint Construction & M&T IM 1993-B** (9-20-93)
Individual Construction Permit Application for Disposal of Earth Excavation or Use of Right of Way for Contractor's Plant Site - GDT/TAC - **CIM 1988-15** - (7-1-88)

PERSONNEL

Working Out of Classification - HBL - CIM 8-8-84

PILES (see "Structures")

PLANS AND PROPOSALS

Final Marked Plans - Log Jobs - RC:kab - **BOH IM 2002-06** (04-05-01)

Evaluation of our Design/Construction Plans and Proposals (Packages) - PFM:MLL:tml - **Joint CCL 1996-A** (9-16-96)

PORTABLE CONCRETE BARRIER

Hazard Marker for Portable Concrete Barrier - WAS/PHD - CIM 3-23-76

PR-47

PR-47 Reporting - HBL - CIM 4-5-83

PRECONSTRUCTION NOTICES INVOLVING DNR (see "Environment")

PROCEDURES MANUALS

Innovative Construction Contracting Manual and Procedures – BOHD:MET:TK:dk:mnn – BOH IM 2010-09 (10/07/10)

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2008 Edition of the Hot Mix Asphalt(HMA) Production Manual – BOHD:C/T:SP:kab – BOH IM 2008-04 (02/06/08)

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2007 Update to the Michigan Test Methods Manual – BOHD:C/T:DBP:kab – BOH IM 2007-01 (4/5/07)

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PROGRESS ESTIMATES

Changing of Progress Schedule Dates Before Awarded - GDD/JKG - **CIM 1994-17** (9-23-94)

Progress Payment for Lump Sum Items - GDD/KAG - **CIM 1993-4** (1-21-93)

PROGRESS SCHEDULES

Progress Schedule Form 1130 - RC:kab - **BOH IM 2002-20** (10/21/02)

Revised Progress Schedule Form 1130 - RDC:kab - **BOH IM 2001-05** (4-19-01)

Progress Schedule Determinations/Critical Path Rates - JDC:MLL:hr - **C&TIM 97-7** (8-18-97)

Subcontractor for Designated and Specialty Items - GDD/JKG - **CIM 1993-25** (**SUPERSEDES CIM 1993-24 AND DELETES CIM 1993-20**)

Progress Schedule for Bituminous Paving Projects - GDD/JKG - **CIM 1992-15** (6-23-92)

Revised Progress Schedule Form (1130) - GDD/JKG - **CIM 1992-12** (5-19-92)

Start Dates on Progress Schedules - GDT/WJK/SF - **CIM 1990-10** (7-3-90)

Progress Schedules - GDT/DLE - **CIM 1988-16** (7-14-88)

Progress Schedules - GJC/DLE - **CIM 1987-14** (7-13-87)

PROJECT ASSIGNMENTS (see also: "Guardrail")

Project Assignments - GDT/DLE - **CIM 1988-12** (6-1-88)

PROJECT COMPLETION DATE (see also: "Audit Report" & "Estimates, Final")

Project Completion Date Submission - GDT/WJK - **CIM 1990-12** (7-20-90)

Project Completion Date - GDT/KPB - **CIM 1990-2** (3-13-90)

PROJECT ENGINEER CERTIFICATION (see "Operations Reviews")

PROJECT FINALING (see: "Estimates, Pay")

PROJECT OFFICE

Project Office Overhead Charges - HBL/WCG - CIM 10-9-78

Project Office Maintenance - HBL/RPC - CIM 9-11-78

PROTECTED GROUPS

Protected Group Technician Training Report - HBL - CIM 4-8-85

PUBLIC INFORMATION

Guidelines to Use Permanent Changeable Message Signs (CMS) for AMBER Alert Messages - BOH:MET:ES/JS:kab - **BOH IM 2003-02** (02/06/03)

Notification of Overwidth and Overweight Restrictions on Construction Projects Using the AAA Notification Form - **BOH IM 1998-6** (7-1-98)

Statewide Trunkline construction News Releases - New Procedure - **CIM 1996-1** (3-15-96)

Information Needed for Construction News Releases - E.Thomas(PI) - **CIM 1986-23a** (9-4-86)

Construction Detours and Slowdown Areas - E.Thomas(PI) - **CIM 1986-23** (3-4-86)

PUBLIC UTILITIES

Notification of Public Utilities - Act 53, P.A. 1974 - GJM/JAJ - CCL 1976-5 (7-29-76)

PUMPHOUSES

Equipment and Systems for Pumphouses, Rest Areas, and Moveable Bridges - HBL/GJC - CIM 3-19-79

Forms for Concrete Construction of Circular Pumphouses - HBL/CME - CIM 12-27-76

"Q"

QUANTITY SHEETS (see "As Constructed Quantities")

"R"

RAILROADS

Construction Management Process for Construction Work Performed at *Non-Trunkline* Railroad Crossings - BOHOP:DAY:UPTRAN(v.blaxton) - **BOH IM 2000-15** (6/19/00)

Railroad Force Account Work at Grade Separation Structures - RAW/GDD/JKG/TEH - **CCL 1992-1** (5-12-92)

Central Office Review Procedures - GDD/KPB - **CIM 1992-1** (1-6-92)

Construction Procedures for Railroad-Highway Projects - GJC - **CIM 1986-10** (3-3-86)

Work Adjustment to Railroad Grade Crossings - HBL/Maint:TRW - CIM 5-27-77

RAMP PROCEDURES (see "Closures")

RECOMMENDATIONS (see "Authorizations")

REDUCTION IN RESERVE (see "Authorizations")

REGIONAL ISSUES

Line of Authority in Regions - CTM:PFM:CR:RDC:srh - **Joint Construction/M&T CIM 1997-H** (6-20-97)

REINFORCING STEEL

Storage of Epoxy Coated Reinforcing Steel - GDD - **CIM 1994-2** (3-4-94)

Epoxy Re-steel - HBL/GJC - CIM 4-2-82

REST AREAS

Equipment and Systems for Pumphouses, Rest Areas, and Moveable Bridges - HBL/GJC - CIM 3-19-79

Rest Area Building Documentation - HBL/JAJ - CIM 6-20-77

RIDE QUALITY (see "Pavement")

RIGHT-OF-WAY

Right-of-Way Acquisition During Construction - GJM/PHD - CIM 5-15-80

"S"

SAFETY (see also: "MIOSHA")

Guidelines for Using a Truck-Mounted Attenuator on Construction Projects – C/T:JG:kab – BOH IM 2004-09 (02/09/04)
Improving Safety of Night Work - JG:kab - **BOH IM 2000-01** (1-25-00)
Night Reviews of Construction Projects - PFMPAL:AQS:hr - **CIM 1996-6** (7-19-96)
Warning Lights on Construction Sign - GDD/AQS - **CIM 1993-12** (4-6-93)
Safety Apparel for Construction Employees (OI 8800.01 (Supersedes CIM 5-1-84) - GDT/KPB - **CIM 1989-13** (11-9-89)
Safety Apparel for Construction Employees - HBL - CIM 5-1-84
Hose Lines - HBL/WJK - CIM 3-29-82
Safety - A Management Responsibility - DW(Safety) - CIM 10-19-78
Construction Zone Safety - HBL/PHD - CIM 5-2-77
Traffic Safety for Construction Sites - RCA & RCM - CIM 9-22-75
Portable Signs for Staking Crews - WAS/PHD - CIM 4-14-75

SEEDING

Seeding and Sodding Moratorium - WJM:GDT/TAW - **CCL 1988-5** (6-27-88)
End of Season Seeding - TAC - CIM 9-11-85

SEWERS (see also: "**Culverts**")

ADS N12 Corrugated Plastic Pipe - GDT/TAC - **CIM 1988-14** (6-23-88)

SHORE PROTECTION

Sample of Shore Protection - Great Lakes & Connecting Waters - TAC - **CIM 1986-7** (2-10-86)

SHOULDERS

Shoulder Trenching and Other Shoulder Construction Operations - HBL/WJK - CIM 2-24-83

SIGN AND LIGHTING STANDARDS

Frangible Light Standard Transformer Base – C/T:RDT:kab – BOH IM 2005-05 (4/22/05)
Erection of Cantilever and Truss Supported Signs, Tower Lighting, and Light Standards (Amendment to CIM 1994-11) - **CIM 1997-5** (7-7-97)
Erection of Cantilever and Truss Supported Signs, Tower Lighting, and Light Standards - GDD/PAL - **CIM 1994-11** (5-31-94)

SIGNING (see "**Traffic Control**")

SPECIAL PROVISIONS

Authorization to Change Asphalt Cement (AC) Binder Content Calculation Method for Hot Mix Asphalt (HMA) Placed and Accepted under Frequently Used Special Provisions (FUSPs) – C&T:SJP:kab – BOH IM 2008-10 (06/09/08)
Clarification of FUSP 03SP504(C) Superpave Hot Mix Asphalt Percent Within Limits (PWL) Intent – C&T:SJP:kab – BOH IM 2008-08 (04/28/08)
Review and Approval Process for Special Provisions – C/T:JAR:kab – **BOH IM 2003-10** (08/15/03)
Changes to Frequently Used Special Provisions and Supplemental Specification for Errata to the 2003 Standard Specifications for Construction – C/T:JR:kab – BOH IM 2003-08 (05/27/03)
Construction Value Engineering Change Proposal (Supersedes BOH IM 1997-1) - C&T:EB:kab - **BOH IM 2002-08** (5/8/02)
Special Provision for Critical Path Method Network Schedule BOHTS:C/T:JDC:kab **BOHIM 2000-06** (03-02-00)
Special Provision Process Upgrade (C&T:BOHTS:JAR:jp) **BOHIM 1999-12** (7-6-99)
Special Provisions for Maintaining Traffic (C&T:JR:jp) -**BOH-IM 1998-11** (12-3-98)
Construction Value Engineering Change Proposal (VECP) - PFM:TJH:tml - **CIM 1997-1** (5-21-97)
Special Provision Specifications – DEO (Hwy Tech Svcs) & RAW(Hwy Oper) - **CIM 1986-18** (3-31-86)

STAKING (see also: "**Utilities**")

Monumenting Control Points (Supersedes CCL 1980-2) - GJM/PGT - CCL 1987-1 (10-9-87)

STANDARD PLANS

Standard Plan R-80-B (Special Detail) and IV-80F (Special Detail) (Supersedes BOH IM 1998-3) - MLL:jp **BOH-IM 1999-3** (3-25-99)
Standard Plan R-80-B (Special Detail) or IV-80F (Special Detail) - MLL:jp - **BOH IM1998-3** (6-19-98)

STANDARD SPECIFICATIONS

1984 Standard Specifications (Major Changes) - GJM - CCL 1984-3

STRUCTURAL STEEL (see "**Structures**")

STRUCTURES (see also: "**Environment**")

Hydrodemolizaion and Bridge Deck Overlay Construction Inspection – C/T:EMB:kab – BOH IM 2008-14 (10/06/08)
Progress Clause for Steel Superstructure Projects – C/T:EMB:kab – BOHIM 2008-12 (06/16/08)
Moratorium on the use of Adhesive Anchors in Sustained Tensile-Load-Only Overhead Applications – C/T:RDT:kab – BOH IM 2008-07 (03/11/08)
Bridge Weight Restrictions – C/T:DAJ:kab – BOH IM 2008-05 (03/03/08)

Bridge Construction and Bridge Deck Construction Inspection – C/T:EMB:kab – BOH IM 2007-02 (04/20/07)
Bridge Painting Inspection and Lead Exposure in Construction – C/T:EMB:kab – BOH IM 05-13 (08/25/05)
Acceptance/Rejection of Fabricated Structural Components Shipped to the Project Site – C&T:SJC:kab – BOH IM 2004-04 (1-16-04)
MDOT Bridge Inspection Quality Assurance and Quality Control Program - C&T:RS:kab - **BOH IM 2001-12** (10-15-01)
Bridge Rehabilitation Design-Build Projects - **Joint C&T and Design IM 1997-D REVISED**- CD:GJB:jp (10-2-97)
Bridge Rehabilitation Design-Build Projects - **Joint C&T and Design IM 1997-D** - CD:GJB:jp (9-18-97)
Water-Cement Ratio Testing - GDD/PAL - **CIM 1993-1** (1-4-93)
Shop Drawings and Structural Steel Pay Weight Letters - GDD/SF - **CIM 1992-20** (10-22-92)
Bridge Painting - Mates Articles - GDT/PAL - **CIM 1991-11** (12-16-91)
Storage of Spent Materials from Blast Cleaning Bridges - GJC/JDC - **CIM 1988-4** (3-9-88)
Methods for Epoxy Anchorage of Rebars in Concrete - GJC/JDC - **CIM 1987-25** (II-4-87)
Precautions for Bridge Painting Done in Cold Weather - GJC/JDC - **CIM 1987-24** (11-3-87)
Pile Bearing Values Computed by Dynamic Formula - GJC - **CIM 1986-11** (3-3-86)
Forming Bridge Decks - HBL - CIM 4-30-84
"Buy America" Provisions - HBL - CIM 3-14-84
Buy America Provisions - HBL - CIM 3-2-84
Field Welder Certification - GJM - CCL 1984-1 (1-10-84)
Expansion Joints in Latex Overlays - HBL/DLW - CIM 7-21-83
Epoxy Re-steel - HBL/GJC - CIM 4-2-82
Polyester-Asphalt Hot-Mix Membrane for Bridge Deck Waterproofing - HBL/APC - CIM 4-28-81
1980 Construction Inspection Program - Bridge Decks - HBL - CIM 2-2-81
Timely Submission of Form 1190 - "Structure Clearance Measurements" - HBL/GT - CIM 1-30-80
Structural Steel Erection - HBL - CIM 11-29-79
Equipment and Systems for Pumphouses, Rest Areas, and Moveable Bridges - HBL/GJC - CIM 3-19-79
Yearly Blanket Certification of Welding Electrodes and Stud Shear Developers
(Supersedes CCL 1977-3) - GJM:T&R/GJH - CCL 1979-2 (2-12-79)
B-Bar in Existing Sidewalk Removal on New Barrier Rail Jobs - HBL/CME - CIM 6-20-77
Bar Chairs for Deck Concrete - HBL/CME - CIM 4-29-77
Wet Concrete Depth Measurements in Deck Construction - WAS/CME - CIM 9-4-75
Forming for Deck Widening (Modification of 7-8-75 Letter Attached) - WAS/CME - CIM 8-29-75
Shop Drawings for Fabricated Bridge Railing - WAS/CME - CIM 8-26-75
Minimum Documentation Requirements for Steel Reinforcement - WAS/CME - CIM 7-10-75

SUBCONTRACTS (see "**Contracts, Subcontracts**")

SUBBASE

Subbase Drainage - HBL - CIM 11-29-79

SUMMONS & SUBPOENAS

Acceptance of Summons & Subpoenas by Department Employees - HBL- CIM 7-24-79

"T"

TARGET ARROW

Inspection of Target Arrows - HBL - CIM 4-4-78

TECHNICAN CERTIFICATION (see "**Work Elements**")

TESTING (see also: "**Inspection**" and "**Structures**")

Acceptance Requirements for Asphalt Binders - JWB:dmg - **BOH IM 1998-2 (7-2-98)**
Testing Orders - GDT/WJK - **CIM 1990-15** (10-4-90)
Rental of T&R Test Kits to Local Agencies for Use by Their Consultants - HBL/JK - CIM 9-30-83
Job Control Testing Problems on the Negotiated County Secondary Projects - HBL/GCT - CIM 3-5-82

THERMOPLASTIC PAVEMENT MARKING (see "**Pavement Marking**")

TIME REPORTING

Time and Expense Reporting for Work Element Panel Members - GJC:Training - **CIM 1987-1** (2-6-87)
Charging of Time & Travel Expense by the MBE Technical Specialists - HBL/GCT - CIM 11-4-80
Time and Expense Chargeability - RRS/WCG - CIM 6-30-80
Preparation of Time Reports and Travel Expense Vouchers - Forms 1187, 899 & A-23-H - HBL/RPC - CIM 5-7-80

TRAFFIC CONTROL

Portable Changeable Message Sign Guidelines – BOHD:DO:SOM:JG:ksk – BOH IM 2011-02 (2/10/11)

Type D Lights on Plastic Drum Channelizing Devices – BOHD:DO:JWR:JG:ksk – BOH IM 2010-11 (12/27/10)

Guidelines for Electrical Traffic Control Device Maintenance - BOH-DEL:T&S:PJC:nw - BOH IM 2010-10 (12/3/10)

Work Zone Safety and Mobility (WZSM), Subpart K – BOH-DO-JWR:JG:ksk – BOH IM 2010-01 (2-22-10)

Base Mounted Controller Cabinets & Box Span Displays for Traffic Signals – BOH-DEL:T&S:JWR:PJC:ksk – BOH IM 2009-09 (11/10/09)

Maintenance Crossover Revised Spacing Requirements and Removal of Unnecessary Locations – BOH-DEL:T&S:MW:nw – BOH IM 2007-03 (5/9/07)

Sign Reflective Sheeting Material – T&S:MWB:nw – BOH IM 2006-12 – (09/14/06)

Establishment of Maximum Amounts for Minor Traffic Devices and Flag Control- – JG:kab – BOH IM 2006-09-Revised-**RESCINDED** (Guidance for local agency projects added.) (09/07/06)

Establishment of Maximum Amounts for Minor Traffic Devices and Flag Control – JG:kab – BOH IM 2006-09 (08/16/06)

New Work Zone Signing – BOHD:T&S:MWB:nw – BOH IM 2006-01 (02/06/06)

Box Span Displays for Traffic Signals – BOHD:T&S:PJC::nw – BOH IM 2005-15 (12/6/05)

Guidelines to Establish Speed Limits in Work Zones – BOHD:C/T:BZ:kab – BOH IM 2005-16 (12/5/05)

Pedestrian Signal Guideline – T&S:PJC:nw – BOH IM 2005-04 (04/22/05)

Dark Signals Due to Power Outage – T&S:PJC:nw – BOH IM 2004-24 (10/07/04)

Portable Changeable Message Sign Guidelines – T&S:MB:gb – BOH IM 2004-19 (06/01/04)

New Work Zone Signing Required by Law – T&S:JDC:gmb – BOH IM 2004-11 (03/02/04)

Light Emitting Diode (LED) Traffic and Pedestrian Signal Installations – T&S:PJC:nw - BOH IM 2004-01 (01/05/04)

Transition Period for New 8 Foot Type III Barricade - C&T:JKG:kab - **BOH IM 2002-21** (11-12-02)

New Work Zone Sign Required by Law - C&T:JKG:kab - **BOH IM 2001-14** (10-15-01)

Experimental Traffic Control Devices/Methods in work Zones - T&S:MWB:jp - **BOH IM 2001-02** (1-23-01)

Length of Work and End Road Work (G20 Series) Signing - T&S:MWB:jp/kab - **BOH IM 2000-09** (06-06-00)

Temporary Pavement Markings in Construction Zones - T&S:MWB:jp/kab - **BOH IM 2000-10** (06-06-00)

Inspection and Acceptance of Traffic Sign Contracts - BOHTS:RegionG:SE:jl:jp - **BOHIM 1998-1and 1998-1R** - 2-16-98/2-25-98

Speed Limits in Work Zones - PFM:JDC:AQS:srh - **Joint IM 1997-E** - 04-02-97

Traffic Control Price Adjustments for Authorized Extensions of Time - PFM:RDC:srh - **CIM 1996-13** - 12-13-96

Expanded Use of Solar Assist Arrow Boards and LED Warning Lights - PFM:CRAQS:RL:hr - **Joint Construction and M&T IM 1996-G** (7-31-96)

Inspection/Acceptance of Sign Upgrading Projects - PFM:PAL:tml:jp - **Joint C/Maintenance/T&S IM 1996-C** (4-24-96)

LED Lights and Solar-Assist Lighted Arrow Usage for 1996 - PFM:AQS:nyf - **CIM 1996-2** (4-3-96)

Sign Fabrication Inspection - CR:JAR:plr - **Joint Construction and M & T IM 1995-H, Revised** (8-29-95)

Sign Fabrication Inspection - CR:JAR:plr - **Joint Construction and M & T IM 1995-H** (8-8-95)

Construction Signs for Maintaining Traffic - WAS/Cox - **CIM 8-26-75**

Lane Closure Lengths for Bituminous paving Projects - PFM:AQS:tml - **Joint Construction/T&S CIM 1995-F** (6-13-95)

Inspection of Traffic Sign Contracts - PAL:jp - **CCL 1995-3** (6-16-95)

Signs Added to Permanent Signing Contracts - PFM/R. Maki:AQS - **Joint Construction/T&S IM 1995-B** (2-17-95)

Non-Programmed Signs Added to Contracts - GDD/R.Maki/AQS - **Joint Construction & T&S IM 1994-A** (6-24-94)

Barricade Rails - Type III Barricade - GDD/AQS - **CIM 1994-14** (6-14-94)

Recovering Department Cost for Damaged Traffic Control Devices Resulting from a Traffic Accident - GDD/AQS - **CIM 1994-1** (1-18-94) (**supersedes CIM 1991-7**)

Quality Standards for Work Zone Traffic Control Devices - GDD/AQS - **CIM 1993-19** (7-9-93)

Inspection of Freeway Sign Upgrading Projects - GDD/AS - **CIM 1993-6** (2-1-93)

Bolted Connections - Steel Sign Trusses - GDD/PAL - **CIM 1992-23** (11-9-92)

Type I Signs (Aluminum Extruded Panels) - GDD/AQS - **CIM 1992-9** (5-5-92)

Sign Support & Light Standard Anchor Bolt Nut Tightening - WJM/M&T:RDT - **CCL 1991-3** (11-4-91)

Galvanized Cable Requirement on Temporary Concrete Barrier - GDT/AQS - **CIM 1991-6** (4-11-91)

Traffic Sign Identification Stickers - GDT/AQS - **CIM 1990-20** (12-19-90)

Construction Lane Closures - GDT/AQS - **CIM 1990-11** (7-16-90)

Signing Contracts - Anchor Bolts on Sign Support Structures - GDT/LDT - **CIM 1990-7** (8-8-90)

Cantilever Sign Base Construction - GDT - **CIM 1990-1** (5-9-90)

Inspection of Contract Signing Projects - HBL - CIM 1-29-85

Traffic Signs - Section 6.26 - I979 Standard Specifications - HBL - CIM 8-27-81

Truss Sign Supports - HBL - CIM 10-30-80

Signing Projects - GJM/LPB(Maint) - CIM 10-17-80

Traffic Control - HBL/RRS - CIM 10-12-78

Inspection of Target Arrows - HBL - CIM 4-4-78

Signing Projects - RCA & DEO(T&S) - CIM 7-16-76

Plastic Drums Ballasted with Sandbags - WAS/CME - CIM 6-14-76

Traffic Control & Public Safety - WAS/PHD - CIM 5-12-76

Hazard Marker for Portable Concrete Barrier - WAS/PHD - CIM 3-23-76

Traffic Safety on Construction Sites - RCA & RCM - CIM 9-22-75

Construction Signs for Maintaining Traffic - WAS/WFC - CIM 8-26-75

Bridge Connections - Sign Supports for Mounting on Bridge Fascias - WAS/CME - CIM 6-11-75

TRAINING (see also: "**Work Elements**")

Procedures for Performance Demonstration for Construction Technicians – TB:kab – BOH IM 2004-13 (4/9/04)
Qualifying Local Agency Technicians (Supplement to BOH IM 2000-04) - JTL:kab - **BOH IM 2000-21** (11/29/00)
Qualifications Requirements Sampling and Testing on the National Highway System (NHS) - JTL:kab - **BOH IM 2000-04** (04/06/00)
Traffic Regulator (Flagger) Training - PFM:tml - CCL 1996-6 (10-24-96)
Course Materials & Examinations for MCPA Concrete Technician Training Course - GDD/C.Roberts - **Joint Construction & M&T IM 1994-D** (6-13-94)
Engineer Development Program (E.D.P.) - JDC(Design) - **CIM 1986-8** (2-20-86)
Training for Consultants - GJM/Training - CIM 6-21-83 (see attachments to
Memo dated 8/5/83 Re: Guidelines for Local Agencies and Consultants)

TRAVEL EXPENSE (see "Time Reporting")

TRUCK RENTAL RATES

Rental Rates for the 1993 "Special Provisions for Force Account Work" for Contractor Owned Trucks Used to Haul Material - RAW/GDD/JKG - **CCL 1994-1** (3-8-94)
Rental Rates for Contractor-Owned Trucks Used to Haul Material - GDD/JKG - **CCL 1993-15** (5-11-93)
Rental Rates for Contractor-Owned Trucks Used to Haul Material - WJM - **CCL 1991-2** (10-5-91)

"U"

UNDERDRAINS

Use and Theory of Underdrains - GDT/TAC - **CIM 1988-13** (6-8-88)
Constructing Underdrain - Reference Supp. Spec. for Underdrains 6.02(9) - WJM/TAC - **CCL 1988-4** (6-8-88)
Moritorium on Steel Furnace Slag & Prefabricated Drainage System (PDS) Combination-GJC/TAC- **CIM 1987-7** (5-23-87)

UNDERGROUND STORAGE TANKS (see "Environment")

UTILITIES (see also: "Staking")

Unreasonable Delays due to Utility Companies (supercedes BOH IM 1999-16)
Unreasonable Delays due to Utility Companies - RDC/kab - **BOH IM 1999-16** (12-16-99) (Superceded by IM 2009-03)
Unreasonable Delays Due to Utility Companies - GDD/P.Miller/JKG - **Joint Construction & Engineering Srvcs. IM 1994-F**
(9-21-94)
Utility Charges, etc. - GJC/U-P - **CIM 1987-4** (2-25-87)
Staking for Utility Work - HBL - CIM 11-8-83
Notification of Public Utilities - Act 53, P.A. 1974 - GJM/JAJ - CCL 1976-5 (7-2-76)

"W"

WAGE RATES (see "Davis-Bacon Labor Compliance")

WARRANTY WORK

Contract Administration and Oversight Guidelines for Projects Containing Warranty Work – BOHD:C/T:KK:kab – BOH IM 2009-04 (4-8-09)
Pass-Through Warranty Work - BOHD:C/T:JJG:kab - BOH IM 2006-14 (12/18/06)
Contract Administration and Oversight Guidelines for Projects Containing Warranty Work (Supersedes Bureau of Highway Instructional Memorandum1999-8) JTL:kab
- **BOH IM 2002-23** (12-13-02)
Notification of Warranty Claim, JDC:kab - **BOH IM 2001-19** (12-21-01)
Contract Administration and Oversight Guidelines for Warranty Work (Supersedes Joint Construction and Maintenance Circular Letter 1997-B) - C/T:MLL:jp **BOHIM-1999-8** (6-25-99)
Contract Administration and Oversight Guidelines for Warranty Work on Preventive Maintenance Projects - PFM:MLL:hr - **Joint Construction and Maintenance Circular Letter 1997-B** (6-13-97)

WEEKLY STATEMENT OF WORK DAYS CHARGED

Work Day Charges (Supersedes CCL 1979-5) - WJM/RRS - CCL 1986-2 (11-26-86)

WELDING

Welder Certification by Agency Testing (WCBA) Testing – BK:kab – BOH IM 2003-16 (11/17/03)
Welder Certification by Agency Testing - SJC:jp - **BOH-IM 1998-12** (12-14-98)
Welding Beam End Repairs - MT:SSJC/CD:GJB:jp - **Joint Construction and M & T IM 1996-H** (7-16-96)
Welder Certification by Agency Testing - M&T/RAW/SJC - **CCL 1993-2** (10-28-93) (**Supersedes CCL 1989-4**)
Welder Certification by Agency Testing - DEO/M&T:EJP - **CCL 1989-4** (10-6-89)
Field Welder Certification - GJM/T&R:JDC - CCL 1984-1 (1-10-84)
Welding Manhole Adjusting Rings - HBL/APC - CIM 6-11-79
Yearly Blanket Certification of Welding Electrodes & Stud Shear Developers
(Supersedes CCL 1977-3) - GJM/T&R:GJH - CCL 1979-2 (2-12-79)

WITHDRAWAL OF PROJECTS

Withdrawal of Projects from Lettings Processed by the Specifications & Estimates Section - WJM - CIM 11-22-85

WORK DAYS (see "Weekly Statement of Work Days Charged")

WORK ELEMENTS

Procedures for Special Placement in the Engineering Technician Work Element Program – C/T:BJO:kar – BOH IM 2008-13 (6-23-08)

Credit for Work Element Training Performed Outside the Department - GDT/KPB - **CIM 1990-13** (8-2-90)

Construction Bi-Weekly Activity Summary (Form 1141) - **CIM 1987-19** (9-22-87)

Math Requirements for Promotion - Construction Technicians V & VI - HBL - CIM 11-5-84

Technician Certification Program Changes - KPB - CIM 11-10-83

Panel Action - Work Element System - KPB - CIM 11-9-83

Technician Certification Program Changes - HBL/KPB - CIM 12-1-82

Work Element Training Break-In Period - HBL/KPB - CIM 9-15-81

Technician Certification Program Changes - HBL/KPB - CIM 1-30-81

WORKING OUT OF CLASSIFICATION

Working Out of Classification - HBL - CIM 8-8-84