

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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Accident Reports - HBL/PHD - CIM 7-3-79

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Asphalt Binder Sample Identification – JWB:kab - **BOH IM 2003-04** (04-28-03)

Updated Asphalt Certification Documentation Requirements - JB:kab - **BOH IM 2002-16** (8/16/02)

Updated Asphalt Binder Certification Procedures and Project Documentation - MF:kab - **BOH IM 2001-04** (4-19-01)

Update for Certification Asphalt Cement - TAC/GDD - **CIM 1993-A** (8-27-93)

*Revised Central Asphalt Plant Documentation - HBL - CIM 4-20-84

*Revision - Central Asphalt Plant Documentation - HBL/APC - CIM 6-27-83

*Central Asphalt Plant Documentation - HBL/APC - CIM 6-7-83

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Field Test Procedures for Asphalt Residue in Asphalt Emulsion Bond Coat - HBL/APC - CIM 6-10-82

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Attenuator Purchasing Program – BOHD:M:CR:BL:ksk – BOH IM 2003-12 (10/22/03)

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1989 Audit Report - GDT/GCT/KPB - **CIM 1989-9** (10-18-89) (see also: "**Project Completion Date**")

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Local Agency Cost Reimbursement for Liquidated Damages – KB:kab – BOH IM 2009-02 (01/20/09)

Liquidated Damages and Quality Adjustments on Contract Modifications – KB:kab – BOH IM 2009-01 (01/09/09)

Ride Quality Incentive Payments - SB:kab - **BOH IM 2002-22** (11-26-02)

Recommendation/Authorization and Progress Schedule Approval Procedures - JTL:KJH:RC:kh - **BOH IM 97-J** (12-23-97)

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

1994 Special Provision for Force Account Work - GDD/JKG - **CIM 1994-5** (3-11-94)

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Extras and Adjustments Over \$10,000 - GDD/JKG - **CIM 1993-10** (3-11-93)
Eligibility of Federal Participation on Authorizations - GDD/JKG - **CIM 1992-21** (11-5-92)
Recommendations Concerning Central Office Review Determinations - GGD/JKG - **CIM 1992-16** (7-1-92)
Explanation of Construction Circular Letter 1992-3 - Approval of Extra Work and Overruns of Contract Quantities - GDD/JKG - **CIM 1992-13** (6-1-92)
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*Form referred to is obsolete. Superseded by Form 1194-R (3/88)

Recommendations - Originals and Copies - WJK/KPB - **CIM 1991-15** (10-17-91)
Errors on Recommendations (previously distributed without CIM Number) - WJK/KPB - **CIM 1991-14** (10-17-91)
Access of Recommendation/Authorization Status on Lansing Mainframe - GDT/CF - **CIM 1990-19** (11-19-90)
Copy of Authorizations for Resident Engineers - GDT/SLF - **CIM 1990-6** (5-22-90)
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Extras Requiring Ad Board Approval - GDT/DLE - **CIM 1988-9** (5-9-88)
Review of Recommendations Resulting from Central Office Review Determinations - GJC/KPB - **CIM 1987-21** (10-14-87)
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Recommendation for Extensions of Time (Form 1100C) - GJC/DLE - **CIM 1987-15** (7-20-87)
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Revised Procedure for Extensions of Time for Purposes of Paying Estimates - HBL/PHD - CIM 3-14-80
Extension of Time (Supersedes CCL 1974-18) - GJM/HBL - CCL 1979-3 (2-27-79)
Construction Reminder (Form 1100) Recommendation "Reasons" - WAS - CIM 6-13-75

"B"

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B-Bars in Existing Sidewalk Removal on New Barrier Rail Jobs - HBL/CME - CIM 6-20-77
One-Tube Railing Installations on Concrete Bridge Barriers Standard Plan R-15 Series - HBL/CME - CIM 3-25-77

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BIDDING (see "Notice to Bidders")

BITUMINOUS (see also: "Asphalt," "Inspection," and/or "Hot Mix Asphalt")

Implementation of the Vacuum Extraction Method for the Determination of Asphalt Binder Content – C/T:JWB:kab – BOH IM 2005-08 (05/23/05)
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)
Witnessing and Custody of Ride Quality Measurements - C & T: JDC:kab - **BOH IM 2001-20** (12-21-01)
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)
Field Verification of Bituminous Mix Design - Pilot Study for 2000 Construction Season - MF:kab - **BOH IM 2000-08** (04/06/00)
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)
Certified Bituminous Mix Design - G.Dobie/C.Roberts - **Joint Construction & M&T IM 1994-G** (8-23-94)
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"C"

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Review of Contractor Claims (Supercedes Construction Circular Letter 1996-4 and Office Memorandum: Supplemental Guidelines – Central Office Review Claims Process, dated October 1, 1997 – BJO:kar – BOH IM 2008-02 (01/30/08)
Contractor Claim Decision Letters - PAL:kab - **BOH IM 2002-17** (08/18/02)
~~Review of Contractor Claims – PFM:AQS:tml – **CCL 1996-4** (9-24-96) **SUPERSEDES CCL 1994-3**~~
Review of Contractor Claims - RAW/PAL - **CCL 1994-3** (11-3-94) **SUPERSEDES CCL 1992-2 (5-21-92 and 1986-1 (7-28-86)**
Review of Contractor Claims - RAW/GDD - **CCL 1992-2** (5-21-92) **SUPERSEDES CCL 1986-1 (7-28-86)**
Central Office Review Procedures - GDD/KPB - **CIM 1992-1** (1-6-92)
Disputed Claims for Extra Compensation - GDT/WJK - **CIM 1991-4** (2-8-91)
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Concrete Quality Assurance for Small Quantities of Concrete - JTL:kab - **BOH IM 2002-19** (10/21/02)
Concrete Quality Assurance/Quality Control (QA/Qc) - JTL:JAR:jp - **BOH IM 1999-10** (6/17/99)
Inspection and Control of Small Quantities of Concrete - JC:JTL:JG:dg - **C&TIM 1997-6** (8-19-97)
Determining Air Content in Fresh Concrete - PHM/CR/JKG - **Joint Construction/M&T IM 1996-A** (2-5-96)
Retexturing Ground Concrete Pavement - PHM/C. Roberts:JTL - **Joint Construction/M&T IM 1995-C** (5-1-95)
Documentation Involving Certified P.C.C. Batch Plants - GDD/C.Roberts/JTL - **Joint Const.& M&T IM 1994-E** (8-3-94)
Copies of Concrete Test Reports - GDD/JTL - **CIM 1994-13** (6-2-94)
Ticket Requirements for Concrete Batch Plants - GDD/JTL - **CIM 1994-4 (formerly 1994-2)** (2-7-94)
Conversion of Compressive Strength to Flexural Strength - GDD/PAL - **CIM 1993-29** (12-13-93)
Penalties for Concrete Strength - Non-concrete Quality Assurance Projects - RAW/GDD/PAL - **CCL 1993-1** (1-29-93)
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Final Project Reviews, Monitoring Construction Engineering Consultants, and Incentive/Disincentive Projects - C/T:PAL:kab - **BOH IM 2002-14** (8-8-02)
Construction Engineering Cost Report - GJC - CIM 10-9-85

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Final Inspection, Punch List and Project Acceptance - **Joint C, Maintenance and T&S IM 1996-F** - PFM:LB:JC:GCT:srh (5-29-96)
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Construction Inspection and Certification Report Form 1120 (5/92) - **Joint Construction and M&T IM 1995-18** (12-26-95)
" (Supersedes CIM 1992-18)

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Contractor Performance Evaluations - PAL:kab - **BOH IM 2002-03** (01-18-02)
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Instructions to Complete Contractor Evaluation - GDD/KHB - **CIM 1994-10R** (7-7-94)
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Contractor Evaluation (Form 1320) - GJC/KPB - **CIM 1987-6** (4-29-87)

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Information Sharing About Construction Contractors and Consultants -- BFA:CSD:WER:mn:kab – BOH IM 2008-01 (01/17/08)
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Extending Project Limits (Supersedes BOH IM 1999-07 and BOH IM 2001-03) – BOHD:C/T:AC:kab – BOH IM 2005-07
Subcontracting Process Change – C/T:JAR:kab – BOH IM 2004-15 (4/29/04)
Processing Contract Modifications (Supersedes BOH IM 2000-15) – C/T:BL:kab – BOH IM 2004-14 (4/12/04)
Construction Subcontracting - BFA:MF:CSD:WER:kv - **BOH IM 2002-15** (10/18/02)
Final Project Reviews, Monitoring Construction Engineering Consultants, and Incentive/Disincentive Projects - C/T:PAL:kab - **BOH IM 2002-14** (8-8-02)
Federal Highway Administration Approval Limits on Contract Modifications - RC:kab - **BOH IM 2002-11** (7/1/02) (Superseded by BOH IM 2005-11)
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ADS N12 Corrugated Plastic Pipe - GCT/TAC - **CIM 1988-14** (6-23-88)
Sampling & Testing Procedure for Corrugated Galvanized Metal Pipe and Structural Steel Plate Pipe - HBL/GCT - CIM 3-29-83

"D"

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Damage Claims Procedures/Special Provision - MHF:sh - **BOHIM 1998-2** (5-28-98)
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Davis-Bacon Act Compliance - Minimum Wage Rate Interviews and Certified Payrolls - GDD/GCT - **CIM 1994-6** (4-13-94) - (**supersedes CIM 1993-16**)
Davis-Bacon Labor Compliance (Clarification of Construction Circular Letter 1984-2) - WJM/GDT:GCT - **CCL-1990-5** (10-12-90)
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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 (Supercedes 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)
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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)
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"E"

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(3-7-90)

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CIM 1989-12 (11-7-89)

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Environmental Concerns - WAS/GRW - CIM 3-30-76

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EROSION CONTROL (see also "Environment")

ESTIMATES, PAY (see also: "FHWA")

Final Estimate Procedure Update – CDF:kab – IM 2007-04 (6/13/07)
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Submitting Final Estimates for Projects with Total Consultant Construction Engineering Oversight - GCT:jp - **IM 1999-11** (7-6-99)
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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
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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")

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"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)
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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)

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

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FieldManager Contractor Read-Only Copies, Supercedes BOH IM 2003-11 – C/T:CF:kab BOH IM 2007-08 (11/19/07)
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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)

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FORCE ACCOUNTS (see "Authorizations")

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

"G"

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

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Highway Preventative Maintenance Program - Overruns - GDD/JKG - **CIM 1993-30** (12-22-93)

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

"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

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

MAINTAINING TRAFFIC

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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

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Waiver of Contract Specification Requirements and/or Changes to Material Requirements – C/T:AC:kab – BOH IM 2005-09 (06/01/05)

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MATH REQUIREMENTS (see "Work Elements")

METRICATION

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MIOSHA Safety Standards - GDT/KPB - **CIM 1990-9** (6-20-90)

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MIOSHA - Amended Part 10 - GJC/WJK - CIM 8-12-85

MIOSHA - Amended Part 26 - GJC/WJK - CIM 6-19-85

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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")

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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)

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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)
Pavement 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 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:tml - **Joint Construction/T&S CIM 1995-D REV.** (6-19-95)
Temporary Pavement Markings Applied on the Finished Pavement Surface - PFM:AQS:tml - **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")

Elimination of Retainage on Construction and Maintenance Projects (Supercedes BOH IM 2001-15) – BOHD:C/T:JG: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

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

2008 Edition of the Hot Mix Asphalt(HMA) Production Manual – BOHD:C/T:SP:kab – BOH IM 2008-04 (02/06/08)
Materials Quality Assurance Procedures Manual Update – BOHD:C/T:SP:kab – BOH IM 2008-03 (02/06/08)
2007 Edition of the Guidelines for Administering Warranties on Road and Bridge Construction Contracts - BOHD:C/T:DBP:kab – BOH IM 2007-06 (9/06/07)
2007 Update to the Michigan Test Methods Manual – BOHD:C/T:DBP:kab – BOH IM 2007-01 (4/5/07)
Materials Quality Assurance Procedures Manual Update – BOHD:C/T:DP:kab – BOH IM 2006-05 (05/02/06)
C&T Support Area Procedures Manuals – 2004 Annual Updates – BOH:C/T:JR:kab - BOH IM 2004-25 (10/7/04)

Implementation of Tensile Strength Ratio (TSR) Worksheet, Form 1937 – BOH:C/T:HER:kab - BOH IM 2004-16 (05/14/04)
C&T Support Area Procedures Manuals - 2003 Annual Updates – BOH:C/T:JR:kab – BOH IM 2003-15 (11/06/03)
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)
2003 Edition of the MDOT Construction Manual – JAR:kab – **BOH IM 2003-05** (05/01/03)
MDOT Guidelines for Administering Warranties on Road and Bridge Construction Contracts - JAR:kab - **BOH IM 2003-03-REV** (03/31/03)
MDOT Guidelines for Administering Warranties on Road and Bridge Construction Contracts - JAR:kab - **BOH IM 2003-03** (03/10/03)
C&T Division Procedures Manuals - 2002 Annual Updates , Materials QA Procedures and Michigan Test Methods - JAR:kab - **BOH IM 2002-18** (9/30/02)
2001 Edition of the Construction and Technology Division's Procedures Manuals - JAR:ams-kab - **BOH IM 2002-01-Revised** (01-30-02)
2001 Edition of the Construction and Technology Division's Procedures Manuals - JAR:ams-kab - **BOH IM 2002-01** (01-03-02)
2000 Fall Updates to the Construction and Technology Division's Procedures Manuals - JAR:kab **BOH IM 2000-19** (9-6-00)
Revised Procedures Manual for Mix Design Processing - JR;kab - **BOH IM 2000-13** (06-02-00)
2000 Spring Updates to the Construction and Technology Division's Procedures Manuals - JAR:kab **BOH IM 2000-11** (05-03-00)
1999 Fall Updates to the Construction and Technology Division's Procedures Manuals - JAR:kab - **BOH IM 1999-19** (11-9-99)

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: BAY: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

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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 (0527/03)
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** (11-4-87)
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

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– JJG: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 – JJG: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 - 1979 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:JG:kab - BOH IM 2006-14 (12/18/06)

Contract Administration and Oversight Guidelines for Projects Containing Warranty Work (Supersedes Bureau of Highway Instructional Memorandum 1999-8) 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