

CHAPTER 15  
Fence Items

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**DOCUMENTATION REQUIREMENT  
SECTION A  
FENCE ITEMS**

All types of fence and gates shall be documented in a FENCE book.

Documentation for only a few selected items is illustrated in this chapter. Documentation for practically any fence item can be provided by setting up the books in the same manner according to the UOM, except 201 and 202 removal items, as illustrated in Chapter 4, (Removal Items). Some minor modifications may be required to show the unusual circumstances that may occur with different items, but the general format must be followed. If there are items that cannot be documented according to the following illustrations, please call Headquarters Construction for assistance.

**Per subsection 109.06 of the Standard Specifications for Road and Bridge Construction (Silver book), partial payment may be made for fence when the posts are in but the wire has not been stretched. When the posts are complete in place, 50% of the fence quantity shall be allowed. The remaining 50% shall be paid when the fence is complete.**

**After each section of fence has been completed, the final in-place measurement, date, and initial of the person responsible for the measurements shall be documented.**

Any items requiring measurements, or final quantity calculations must be shown in the field book or on a CALCULATION sheet (Form No. 040-034) and filed in the CALCULATION book as illustrated in Chapter 2 (Setting up a Contract, Book Format, etc.). Make sure to cross reference the quantity in the field book to the CALCULATION sheet and the CALCULATION sheet to the field book(s) and page(s).

It is important that all records be kept in a neat and legible manner. All **notes in the remarks column must be initialed** by the person or persons responsible for the entry. **All calculations must be checked and initialed by the checker.**

Each book shall be setup as illustrated in Chapter 2 (Setting up a Contract, Book Format, etc.) and recapped as illustrated in Chapter 24 ("Finaling Out" a Contract).



**DOCUMENTATION REQUIREMENT  
SECTION C  
FENCE ITEMS  
(INDEX AND INITIAL KEY)**

Below is an illustration of an index and an initial key. When setting up a field book at the beginning of a contract make sure each item in the book is listed on the index. During the contract if anything is added to the book make sure it is placed on the index. At job closeout make sure the index has the ending page for each item listed on more than one page. Make sure to list the book recap page(s) on the index. If room permits skip a line between entries on the index. Check the initial key each progress payment to assure that everyone who has made entries in the book has initialed and signed the initial key. If the signature is not legible, have the person print his/her name under the signature. Make sure the initials used throughout the book match the way the initials show on the initial key. If the initials change, add the new initials to the initial key next to the original initials.

Index		Initial Key		
Page	Description	Initials	Signature	Title
4	12-FOOT Swing Gate (Double)	TJ	Tom James	Tech III
6-10	72-INCH Chain-Link Fence	S	Shelli Jones	Tech II
		VT	Van Thomas	Tech II
75	Book Recap			

**DOCUMENTATION REQUIREMENT  
SECTION D  
FENCE ITEMS  
(WHEN PAID BY EACH)**

**All types of fence and gate items shall be documented in a FENCE book.**

**The following is an illustration for an item with a UOM of Each.**

The illustration below is located on a structure list from the contract plans as shown on page 15-2 and is listed separately. If there are questions on whether an each item can be listed separately or combined, please call Headquarters Construction for assistance.

The **Officeperson** shall complete for each page the item number, item description, plan quantity, the significant figure on the top right-hand side of the page, all column headings, page total in the bottom left-hand corner of the page, the AEB number and the station and plan quantity for each if indicated on a structure list. **Skip at least one line between entries. A separate page shall be provided for each bid item. Make sure to leave enough pages between installations for any added or missed items.**

Daily, the **Inspector** shall document the station and AEB# if not already entered, qty, date, initials, and any remarks that are needed. **Skip at least one line between entries.**

**Note:** All entries must be entered as called out in the plans and document left, right, or centerline, where applicable.

**Payment for Each items will be based on field count.**

Item: NO: 616 0916				Sig fig = 1		4
Item: 12-Foot Swing Gate (Double)						
Plan Qty: 2 Each						
3 per C.O.#2						
Station	Plan qty	Date	Insp	AEB#	Pmt#	Remarks
"BD" 38+10 RT	1	1	9-30-08 VT	2		Complete
"BD" 39+90 LT	1			2		
"Lne" 100+00 RT	1	1	10-1-08 VT	9		added per C.O.#2 Replaced existing gate Complete
Page Total:						

**When making out the field books if a required item of work is not illustrated in this chapter, use an illustration that has the same UOM.**

**DOCUMENTATION REQUIREMENT  
SECTION E  
FENCE ITEMS  
(WHEN PAID BY LINEAR FOOT)**

All types of fence and gate shall be documented in a FENCE book.

The following is an illustration for an item with a UOM of Linft.

The illustration below is located on a structure list from the contract plans as shown on page 15-2.

The **Officeperson** shall complete for each page the item number, item description, plan quantity, the significant figure on the top right-hand side of the page, all column headings, page total in the bottom left-hand corner of the page, the AEB number and station to station and plan for each location if indicated on a structure list. If an item with a UOM of Linft is not on a structure list, omit the plan column. **Skip at least one line between areas on the same page. A separate page shall be provided for each bid item. Make sure to leave enough pages between installations for any added or missed items.**

Daily, the **Inspector** shall document the station to station and AEB# if not already entered, the meas linft, pay qty, date, initials, and any remarks that are needed. **Skip at least one line between areas on the same page.**

**Note:** After each section of fence has been completed, the final in-place measurement, date, and initials of the person responsible for the measurements shall be documented. All entries must be entered as called out in the plans and document left, right, or centerline, where applicable.

**Payment for Linft items will be based on field measure.**

Item No: 616 0712 Item: 72-INCH Chain-Link Fence Plan Qty: 7900 Linft				Sig Fig = 1 50% Post 50% Wire				6
Station to Station	Plan	meas Linft	pay qty	Final in-place meas.	Date Insp	AEB#	Pmt#	Remarks
BD 37+22 To	1000	100	50		9-10-08	VT	2	POSTS
BD 47+22 RT		600	300		9-11-08	VT	2	POSTS
		300	150		9-12-08	VT	2	POSTS
		500	250		9-12-08	VT	2	WIRE
		500	250		9-13-08	VT	2	WIRE
				1000	9-14-08	VT	2	Complete
BD 39+28 to	100						2	
BD 40+28 LT								
Page total:								

When making out the field books if a required item of work is not illustrated in this chapter, use an illustration that has the same UOM.

This illustration shows post and wire paid separately at 50% and there was no need for a re-measure. The pay qty is based on the measured linft of fence.

All types of fence and gate items shall be documented in a FENCE book.

The following is an illustration for an item with a UOM of Linft.

The illustration below is located on a structure list from the contract plans as shown on page 15-2.

The **Officeperson** shall complete for each page the item number, item description, plan quantity, the significant figure on the top right-hand side of the page, all column headings, page total in the bottom left-hand corner of the page, the AEB number, the station to station and plan for each section if indicated on a structure list. If an item with a UOM of Linft is not on a structure list, omit the plan column. **Skip at least one line between areas on the same page. A separate page shall be provided for each bid item. Make sure to leave enough pages between installations for any added or missed items.**

Daily, the **Inspector** shall document the stations to station and AEB#, if not already entered, meas linft, pay qty, date, initials, and any remarks that are needed. **Skip at least one line between areas on the same page.**

**Note:** After each section of fence has been completed, the final in-place measurement, date, and initial of the person responsible for the measurements shall be documented. All entries must be entered as called out in the plans and document left, right, or centerline, where applicable.

Payment for Linft items will be based on field measure.

Station to Station	Plan	meas. Linft	pay Qty	Final in-place meas.	Date	Insp	AEB#	PMT	Remarks
Item No: 6160712									
Item: 72-inch Chain-Link Fence									
Plan Qty: 7,900 Linft									
"BD" 42+50 to	4000	1500	750		9-8-08	VT	2		Posts
"BD" 72+50 LT		750	375		9-10-08	VT	2		Posts
		1000	500		9-10-08	VT	2		Wire
		1200	600		9-11-08	VT	2		Posts
		550	275		9-12-08	VT	2		Posts
		1500	750		9-15-08	VT	2		Wire
		1000	500		9-16-08	VT	2		Wire
		500	250		9-17-08	VT	2		Wire
		50	50		9-18-08	VT	2		Re-measure Total area. Complete
Page total:				4050					

Sig fig = 1  
50% Post  
50% Wire

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This illustration shows post and wire paid separately at 50%. The pay qty is based on the measured linft of fence. After the final measurement, an adjustment was needed after the total area was re-measured.

When making out the field books if a required item of work is not illustrated in this chapter, use an illustration that has the same UOM.

