

CURB AND GUTTER ITEMS

This chapter contains the following sections:

Overview	15-3
Inspector's Responsibilities – Curb and Gutter Items	15-3
Office Engineer's Responsibilities – Curb and Gutter Items	15-7



OVERVIEW

Curb and Gutter Items have different documentation requirements for each unit of measure (UOM). All Curb and Gutter Items must be measured, calculated and/or based on plan. Documentation examples for a few selected Curb and Gutter Items are illustrated in this chapter. Some minor modifications may be required to show the unusual circumstances that may occur with different items, but the general format should be followed. If there are items which cannot be documented according to the following examples, contact the Construction Admin Services Section for assistance.

INSPECTOR'S RESPONSIBILITIES – CURB AND GUTTER ITEMS

- Use the Agreement Estimate report as a reference to ensure that items and quantities are paid in the correct category (AEB).
- Use the Structure List, located in the Contract plans (Figure 15-1), to help identify items, quantities, descriptions and locations.

															FED. RD. REG. NO.	STATE	PROJECT NO.	COUNTY	SHEET NO.	
															9	NEVADA	STP-0160(016)	CLARK	9-01	
821	0006	PERPETUATE SURVEY MONUMENTS																		
816	0624	GALVANIZED GUARDRAIL																		
818	0038	TRAILING END ANCHOR																		
816	0916	12-FOOT SWING GATE (DOUBLE)																		
816	0712	72-INCH CHAIN-LINK FENCE																		
813	0864	CLASS A CONCRETE SIDEWALK (4-INCH)																		
813	0732	CLASS A CONCRETE CURB & GUTTER (TYPE B)																		
813	0694	CLASS A CONCRETE GLUE DOWN CURB (TYPE A)																		
811	0608	CLASS A CONCRETE APRONS																		
809	0500	CASTINGS																		
809	0120	ADJUSTING COVERS (METHOD C)																		
809	0116	ADJUSTING COVERS (METHOD B)																		
809	0112	ADJUSTING COVERS (METHOD A)																		
502	0628	CONCRETE BARRIER RAIL (TYPE A)																		
502	0616	PORTABLE PRECAST CONCRETE BARRIER RAIL																		
502	0508	CLASS A CONCRETE (ISLAND PAVING)																		
402	0660	PLANT/MIX MISCELLANEOUS AREAS																		
302	0592	TYPE 1 CLASS A AGGREGATE																		
203	0556	V-TYPE DITCHES																		
															STRUCTURE LIST					
															DESCRIPTION	STATION TO STATION				
															NOTE: ALL LOCATIONS ARE APPROXIMATE AND MAY BE ADJUSTED BY THE ENGINEER					
															400	REPAIR CATTLE GUARD, (RT)	"X" 75+90 "X" 97+54			
															350	REPAIR CATTLE GUARD, (RT.)	"X" 98+10 "X" 105+10			
																CONSTRUCT TYPE 5 CURB & GUTTER WITH 5' SIDEWALK, (LT) (CONSTRUCT TYPE D CURB RAMP 68.51' (LT) "BD" 10+72.74 AND 75.93' (LT) "BD" 22+94.15)	"BD" 10+55.75 "BD" 22+96.11			
																CONSTRUCT TYPE 5 CURB & GUTTER WITH 5' SIDEWALK, (RT) (CONSTRUCT TYPE D CURB RAMP 77.55' (RT) "BD" 10+85.27)	"BD" 10+66.99 "BD" 31+08.83			
																CONSTRUCT MEDIAN ISLAND WITH TYPE D CURB RAMP 28.50' (LT) "BD" 32+71.48 TO 14.50' (RT) "BD" 33+16.49	"BD" 22+44.36 "BD" 33+41.60			
																CONSTRUCT TYPE 5 CURB & GUTTER WITH 5' SIDEWALK, (RT) (CONSTRUCT TYPE D CURB RAMP 30.00' (RT.) "R3" 0+88.50)	"BD" 37+20.91 "BD" 37+25.91			
																CONSTRUCT TYPE 5 CURB & GUTTER WITH 5' SIDEWALK, (LT.)	"BD" 37+20.91 "BD" 37+29.13			

Figure 15-1: Example of a Structure List – Curb and Gutter Items

- Review the following for accuracy:
 - Special Provisions
 - Supplemental Notices
 - Contract Modifications

Note: When any changes are made to an item, reference the Contract Modification number in the IDR item posting remarks.

INSPECTOR DAILY REPORT (IDR) – MOBILE INSPECTOR

- Create an IDR in Mobile Inspector daily to document the activity being monitored. Refer to the [Mobile Inspector User Guide](#) for details on using this application.
 - Report Details – daily activities
 - Item Postings – item(s) and quantity(s)
 - Equipment – type and hours
 - Personnel – title and hours
- Record the following required information in the Report Details window (Figure 15-2):
 - Date
 - Weather
 - Low and high temperature
 - Attachments (N/A) – Send ALL photos via email.
 - Remarks – Verify with the Resident Engineer on what information is required.

Figure 15-2: IDR Report Detail Window

- Record the following required information in the New Item Postings window:
 - Item
 - Proj/Catg – Refer to the AEB report.
 - Contractor – ALWAYS the Prime Contractor (Subs are not allowed).
 - Qty – Based on measurements, calculations and/or plan.
 - Location – Must show line designation, LT, RT or CL and offset if known.
 - Station From/To – Refer to Contract plans.
 - Attention Flag – Use to bring attention to Resident Engineer and Office Engineer for overruns and plan errors.
 - Remarks – Must show calculations when appropriate, refer to Calculation Sheet when appropriate (Refer to Appendix B, Calculation Formulas, in this Manual for a Calculation Sheet example), other information relevant to item posting, and explanations when Attention Flag is checked.

NOTES for Curb and Gutter Item postings:

- Reference the Summary of Base and Surface Quantities and the Paving Plan sheets in the Contract plans for curb and gutter bituminous surface quantities.
- Refer to Figure 15-3 through Figure 15-5 for examples of curb and gutter item postings with different UOM.

New Item Posting

Item: CLASS A CONCRETE (IS... ▾)

Proj/Catg: 60638C3C, 09, CCRFCD Bo...


Contractor: LAS VEGAS PAVING CORP...


Qty: CUYD

Location: "BD" LT

Station From: +

Station To: +

Materials: 

Attention Flag: 

Remarks:

49 x 5 x .25 / 27 = 2.27
Additional quantity per CM # 2

199 remaining

Figure 15-3: IDR Item Posting – Curb and Gutter CUYD

NOTES for Curb and Gutter CUYD/CUFT (Figure 15-3):

- Payment for CUYD items will be based on plan quantity or field measurements and calculations if different than plan. Payment for CUFT items will be based on field measurements and calculations.
- Calculations for CUYD = $L \times W \times D \div 27$
- Calculations for CUFT = $L \times W \times D$
- In Location, enter the Line Designation and LT, RT, or CL.
- Sig. Fig. = .01

New Item Posting

Item: CLASS A CONCRETE CU... ▾

Proj/Catg: 60638C3C, 09, CCRFCD Bo...


Contractor: LAS VEGAS PAVING CORP...


Qty: LFT

Location: "BD1" to "BD" LT

Station From: +

Station To: +

Materials: 

Attention Flag: 

Remarks:

Field measured

240 remaining

Figure 15-4: IDR Item Posting - Curb and Gutter LFT

NOTES for Curb and Gutter LFT (Figure 15-4):

- Payment for LFT items will be based on field measurement.
- In Location, enter the Line Designation and LT, RT, or CL.
- Sig. Fig. = 1

NOTES for Curb and Gutter SQYD (Figure 15-5):

- Payment for SQYD items will be based on field measurement.
- Calculations for SQYD = (L X W) ÷ 9
- Sig. Fig. = 0.1

Figure 15-5: IDR Item Posting – Curb and Gutter SQYD

- Record the following required information in the New Equipment window (Figure 15-6 and Figure 15-7):
 - Contractor – Actual contractor performing the work (include subs).
 - Type – Detailed description of the equipment (e.g., diesel, HP, model, make).
 - Number – How many of each type.
 - Hours – Total hours in use.

Note: An attachment to an equipment's base configuration must have its own record.

Figure 15-6: IDR Equipment Entry

Figure 15-7: IDR Equipment List

5. Record the following required information in the New Personnel window (Figure 15-8 and Figure 15-9):
 - Contractor – Actual contractor performing the work (include subs).
 - Type – Details of personnel type (e.g., foreman, laborer, truck driver).
 - Number – How many of each title.
 - Hours – Total hours worked.

Figure 15-8: IDR Personnel Entry

Add Personnel	
LAS VEGAS PAVING CORPORATION Foreman - Donald Driver Number: 1.00 Hours: 8.00	
LAS VEGAS PAVING CORPORATION Laborer Number: 3.00 Hours: 8.00	
LAS VEGAS PAVING CORPORATION Operator Number: 2.00 Hours: 8.00	

Figure 15-9: IDR Personnel List

6. Complete a final review of the IDR and lock it.

Note: When a Mobile Inspector IDR is completed and locked the information is uploaded into a FieldManager IDR, where it is reviewed and generated for processing progress payments.

OFFICE ENGINEER'S RESPONSIBILITIES – CURB AND GUTTER ITEMS

- Collect all Material Certifications. Scan and save them to the appropriate EDOC Contract Files\Material and Testing Files\Division No. 4 – Materials Division Certs and Test Reports\4.# directory. Send original certifications to the Materials Division for approval.
- Save Curb and Gutter Item photos in the appropriate EDOC Contract Files\Contract Files\ Division No. 3 - Multimedia Records\3.# Photographs with Descriptions directory.
- Review Curb and Gutter Item calculation sheets for accuracy and save electronically in the appropriate EDOC Contract Files\Contract Files\Division No. 7 - Construction Pay Estimate and Related Data\7.# IDR Calculation Sheets directory using this naming convention: IDR YYYY-MM-DD Inspectors Initials, (e.g. IDR 2016-03-19 KMM).
- Approve materials in FieldManager when the approved material certifications are received from the Materials Division. Refer to Chapter 6, Working with Materials, in the [FieldManager User Guide](#), for details.
- Distribute executed copies of Contract Modifications to Inspectors.

INSPECTOR DAILY REPORT (IDR) – FIELDMANAGER

When a Mobile Inspector IDR is locked by an Inspector, the information is uploaded into a FieldManager IDR. Refer to Chapter 7, Inspector Daily Report, in the [FieldManager User Guide](#) for details.

1. Verify the following:
 - Information in the Comments and Remarks
 - Information in the Contractor tab (Personnel and Equipment)
 - Items are paid correctly according to the contract documents (e.g., plans, supplemental notices, Contract Modifications).
 - Item quantities
 - Quantities in postings are documented to the correct Significant Figure.
 - Stations and Line Designations in the Locations
 - Calculations are correct.
 - Remarks reference calculation sheets, if applicable.

Note: Length does not always equal the difference between the beginning and ending station. Sometimes there is a curve or an obstacle that will affect the distance. Always check with the Inspector before assuming the calculations are incorrect.

2. Generate the IDR.