




<p><b>SUPERSEDED BY EB 20-038</b> <b>EFFECTIVE 9/3/20</b></p>		<p>New York State Department of Transportation <b>ENGINEERING INSTRUCTION</b></p>	<p><b>EI</b> <b>98-043</b></p>
<p>Title: <b>HIGHWAY WORK PERMITS - POLICY ON ENGLISH VERSUS METRIC DESIGN</b></p>			
<p>Distribution:</p> <p><input type="checkbox"/> Manufacturers (18)      <input type="checkbox"/> Surveyors (33)</p> <p><input checked="" type="checkbox"/> Main Office (30)      <input checked="" type="checkbox"/> Consultants (34)</p> <p><input type="checkbox"/> Local Govt. (31)      <input type="checkbox"/> Contractors (39)</p> <p><input checked="" type="checkbox"/> Regions/Agencies(32)      <input type="checkbox"/> _____ ( )</p>	<p>Approved:</p> <p> R. A. Dennison, Deputy Chief Engineer, Design      12/21/98 Date</p> <p> B.W. Smith, Director, Traffic Engr. &amp; Highway Safety      12/18/98 Date</p>		

**ADMINISTRATIVE INFORMATION.** This policy takes effect for Highway Work Permit applications received after December 31, 1998. This EI does not supersede any previous issuances.

**PURPOSE.** To establish Department policy that metric design is not required for engineering work associated with highway work permits except where project changes to the highway require significant revisions to existing metric record plans or where the permit work will be coordinated with a Department capital project.

This policy applies to all work permits including residential and commercial driveway permits and utility permits. It exempts most work permits from Department capital program metric design requirements and allows the Department to promote metrication to the public through an appropriate transition.

**BACKGROUND.** The Department's conversion of the capital program to the metric system is well underway. Department staff is now capable of designing and reviewing designs of both english and metric units. After December 31, 1998, the Department will no longer maintain its Standard Specifications with english measurements. Converting highway work permit projects to metric design seems a natural step, but may cause problems for local governments, permittees, consultants and the business community. Local governments and the public are not converting to the metric system and may want the project designed in english units regardless of Department requirements. Since most of our record plans are still in english, permittees are likely to consider a requirement for metric design to be a bureaucratic nuisance. Consultant familiarity with the metric system is variable. Some larger firms have experience with metric design while smaller firms may not. The consulting industry needs a uniform policy statewide so that no consultant has an unfair advantage in seeking the design work. The Department is committed to reducing regulatory barriers and must be sensitive to the impacts of its policies and actions on both individual permittees and the community.

**POLICY.** The Design Division, Traffic Engineering and Highway Safety Division and the Office of Engineering Metric Conversion Committee agree on the following policy. While

permittees and consultants should be encouraged to submit highway work permit plans in metric units, the Department will accept and review highway work permit plans and studies in either english or metric units as submitted. However, the Department should, if practicable, require metric design for projects where changes to the state highway require significant revisions to record plans which are already metric and where the permit work will be coordinated with a Department project in the area. If for either of the above conditions, it is not practicable to require metric design, any final record plans in english should include the exact metric equivalents (soft conversion) in parentheses for features, especially key horizontal and vertical control data, within our right-of-way. Such key control data typically includes the highway centerline (or other horizontal control) station equalities where the permit work begins, benchmarks and curve information for the proposed work. As metric record plans become prevalent and more consultants become metric-capable, metric design may become more convenient.

All work completed and materials used within the right-of-way on highway work permit work shall be in accordance with the Department's Standard Specifications. The phase-out of the english (1990) specifications should not be a problem since metric specifications may be called for on english projects. After December 31, 1998, the Department should require that the permittee use the metric specifications for a desired item and its specified properties or requirements. Since the Permittee, rather than the Department, is paying the Contractor for the work, the choice of pay unit items is up to the permittee and the Contractor.

In some cases, this policy will require extra work for Department staff reconciling english design with metric standards and specifications. However, it supports the Department goal of better serving our customers.

Commercial permittees and consultants should be advised that, since metric plans may require less review time than english, metric submittals may be in their best interest. The Department will encourage metric design by assisting consultants with metric design issues.

This policy will be revisited when metric record plans are the norm, more consultants are metric capable and english design is less practical.

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