


file

TO: MODIFIED BY EI 87-039 EFFECTIVE 10/29/1987 Director, Preliminary Plan Review Bureau SUPERSEDED BY EI 94-014 EFFECTIVE 10/20/1994	<h1>ENGINEERING INSTRUCTION</h1> <p>NEW YORK STATE DEPARTMENT OF TRANSPORTATION</p> <p>SUBJECT: Implementation of Automation of Estimates and Regional Special Specifications</p> <p>Subject Code: 7.27-1</p>
Distribution: <input checked="" type="checkbox"/> Main Office <input checked="" type="checkbox"/> Regions <input type="checkbox"/> Special	Code: EI 74-23 Date: 2/25/74
APPROVED:  Deputy Chief Engineer, Facilities Design Subdivision	Modifies: EI 73-038 DATE 5/21/73; EI 73-050 DATE 8/20/73

As of Monday April 15, 1974 any regional special specifications which has not been approved for use will be deleted from the active addenda file. Any estimate that you try to process through the Department computer with an unapproved regional office specification will not be able to be processed. (The user will receive an error message listing the unapproved specification.)

In order to avoid any problems you may check, through your computer terminal, to see if a specification is approved. An approved specification will print out with a six digit number plus the letter "A" prefix, when it has been approved for general use. A PIN number printout instead of the approval code indicates that this particular item was approved for that project only.

In order to aid you we offer the following procedures:

1. Regional special specifications which were entered into the Addenda File but are not approved must be submitted to the Specifications Unit in the Main Office for approval, at least one month prior to P.S.&E.
2. Regional Specifications must be written following the AASHO Format described in Engineering Instruction 73-38.
3. Before introducing a new Regional Specification, you must assure yourself that the proposed specification is not already covered by a Standard Specification in the "Blue Book" or a Main Office Special Specification.
4. The submission to the Main Office must include a brief explanation of why the Regional Specification is required and why the Standard Specifications are not suitable. (See EI 73-50).
5. You will gradually build up a roster of approved Regional Specifications. After it is approved, for general use, you may use it without further approval. However, any approved special spec., Main Office or Regional, which is not used for a period of one year will be subject to review and may be deleted from the listing.

MDG:WEH:HM

PREL.	FINAL
PHOTOGRAM.	LANDSCAPE
RECEIVED FACILITIES DESIGN SUBDIVISION	
FEB 27 1974	
CIRC.	HARRIS
FILE	DESIGN