
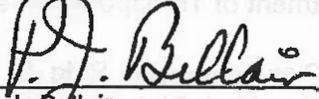


<p>MODIFIED BY EB 99-037 EFFECTIVE 6/1/99, EB 99-041 EFFECTIVE 5/11/99 &amp; EB 99-056 EFFECTIVE 7/1/99</p>		<p>New York State Department of Transportation <b>ENGINEERING BULLETIN</b></p>	<p><b>EB</b> <b>99-002</b></p>						
<p><i>Expires one year after issue unless replaced sooner</i></p>									
<p>Title: <b>DESIGN PROCEDURE MANUAL (DPM) REVISION 3 - 1999 DPM</b></p>									
<p>Distribution:</p> <table border="0"> <tr> <td><input type="checkbox"/> Manufacturers (18)</td> <td><input type="checkbox"/> Surveyors (33)</td> </tr> <tr> <td><input checked="" type="checkbox"/> Main Office (30)</td> <td><input checked="" type="checkbox"/> Consultants (34)</td> </tr> <tr> <td><input checked="" type="checkbox"/> Local Govt. (31)</td> <td><input type="checkbox"/> Contractors/AGC (39)</td> </tr> <tr> <td><input checked="" type="checkbox"/> Regions/Agencies (32)</td> <td><input type="checkbox"/> _____ ( )</td> </tr> </table>	<input type="checkbox"/> Manufacturers (18)	<input type="checkbox"/> Surveyors (33)	<input checked="" type="checkbox"/> Main Office (30)	<input checked="" type="checkbox"/> Consultants (34)	<input checked="" type="checkbox"/> Local Govt. (31)	<input type="checkbox"/> Contractors/AGC (39)	<input checked="" type="checkbox"/> Regions/Agencies (32)	<input type="checkbox"/> _____ ( )	<p>Approved:</p> <p>  P. J. Bellair,  Design Quality Assurance Bureau</p> <p style="text-align: right;">12-8-98 Date</p>
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**INTRODUCTION**

Design Procedure Manual (DPM) Revision 3 has been issued. DPM Revision 3 includes a complete issuance of the DPM with revisions to approximately 75% of the pages. This revision was developed as a result of the Transportation Equity Act for the 21<sup>st</sup> Century (TEA-21), Regional comments, revisions in other Department manuals and the 1998 DPM Overview Course.

**EFFECTIVE DATE**

As the changes to the DPM are either already in effect or are minor, DPM Revision 3 is effective April 1, 1999. This date applies for all projects (for which the DPM applies), regardless of where the project is in the project development process. Note that approved design approval documents need not be modified.

**CHANGES FROM THE 1997 DPM**

Pages 3 and 4 of this EB includes a listing of the major changes included in the DPM Revision 3. The new or modified pages have a January 9, 1999 date while the pages that remained unchanged from DPM Revision 2 have the October 31, 1997 date.

**SUPERSEDED ISSUANCES**

The following issuances are hereby superseded:

- |           |  |
|-----------|--|
| IPDG # 26 | (Relevant information incorporated into DPM Appendix H)                    |
| EI 79-031 | (Superseded by the NEPA Checklist and Appendix B, Section 2)               |
| EI 84-045 | (Superseded by the steps in Part II and Appendix B, Section 10 of the DPM) |
| EI 89-013 | (Superseded by Bridge Manual and DPM Appendix B)                           |
| EI 90-046 | (Relevant information incorporated into the DPM Steps and TEA-21 Matrix)   |

**COPIES**

Copies of the DPM are being distributed separately. Additional copies of this manual are available to Department staff from the Plan Sales Unit (518) 457 2124 (see address below). Consultants and others who are required to purchase the DPM may do so by sending a check or money order for \$20.00 payable to the New York State Department of Transportation at the following address:

Plan Sales Unit, Bldg. 5, Rm 109  
New York State Department of Transportation  
W. Averell Harriman State Office Building Campus  
1220 Washington Avenue  
Albany, N.Y. 12232

An electronic copy of this EB and the updated DPM files are posted on Consultant Management Bureau's Intranet Server in the Main Office. Regional and Main Office staff should contact their Automation Coordinator for instructions on how to obtain an electronic copy of the DPM.

The electronic version of DPM Revision 3 will be placed on NYSDOT's Internet Web Site at <http://www.dot.state.ny.us> before April, 1999.

**HELP**

Questions on down-loading the electronic versions of the DPM should be directed to your Automation Coordinator.

If you have any questions concerning the DPM, please contact your Regional Quality Control Engineer. Regional Quality Control Engineers with project-specific questions should contact their respective Regional Liaison Engineer in the Design Quality Assurance Bureau. General questions regarding the DPM should be addressed to James C. Dunham (518) 485 7321, Carol A. Hennessy (518) 457 7278 or Rick Wilder at (518) 457 1572 of the Design Quality Assurance Bureau.

**MAJOR CHANGES**General

- An expanded Table of Contents and revisions to improve consistency throughout the manual.
- Corrections of typographical errors and minor changes to improve clarity.
- An updated Procedure/Design Related Approval Matrix to reflect the passage of TEA-21. Although TEA-21 has eliminated the certification acceptance (CA) and non-certification acceptance (NCA), the TEA-21 matrix has left the DPM procedures essentially unchanged. Changes to the matrix include:
  - The primary affect of the TEA-21 matrix on the DPM is the ability of the Chief Engineer to approve non-standard features on all federally funded, non-Interstate, NHS projects with an estimated construction cost over \$1 M (including locally administered projects).
  - All locally administered projects with federal-aid or let by the Department use the TEA-21 matrix to determine the design related approvals.
  - Projects with federal-aid ITS funds must follow the procedures for Interstate NHS projects with an estimated construction cost  $\geq$  \$1M for design approval, ADP review, specification review and PS&E approval.
  - DQAB is to receive an informational copy of the non-standard feature request and documentation for non-standard feature approvals on the NHS that are not being progressed through DQAB.

Part I - Introduction

- Guidance and requirements for the simultaneous processing of Preliminary and Final Design activities in Section 5.1.2 of the DPM Introduction.
- A new Section 9 for the DPM Introduction to list references.

Part II - Steps

- Reordered the steps in Part II of the manual so that the federal and 100% State funded steps start with the simple projects and increase in complexity.
- Reformatted DPM steps for the 100% State steps and the NEPA Class I and Class III steps.
- Reference to value engineering in the federal-aid steps.
- Replacement of the federal-aid design approval steps with reference to the TEA-21 Matrix and DPM Appendix F.
- Reference to the new Environmental Commitments and Obligations Package (ECOPAC).

Part III - Appendices

- A reordering of Appendix B so that the report formats progress from the simplest to the most complex.
- Modifications of the discussions of Coast Guard Permits for Design Approval Documents in DPM Appendix B.
- An update of the Design Criteria listing for Section III.A of the design approval document format and content in DPM Appendix B. The update revises the list of criteria so that it matches the Highway Design Manual (HDM) and requires a listing of the existing and proposed values.
- A requirement in DPM Appendix B to state in the Design Approval Document that adopted local comprehensive plans have been considered.
- Inclusion of environmental integration considerations in the standardized Design Approval Document format and content in Appendix B in accordance with the Department's Environmental Initiative. (Questions concerning the Department's Environmental Initiative should be directed to your Regional Environmental Contact and the Environmental Analysis Bureau.)
- An update of the addresses for the advisory agencies in DPM Appendix C.
- An update in DPM Appendix C of the number of design approval documents to be sent to FHWA due to elimination of the FHWA Regional Office in Albany, NY.

## MAJOR CHANGES CONT.

- A new requirement in DPM Appendix C to coordinate with County Planning Boards on new and reconstructed highways during Design Phase II.
- Minor revisions to DPM Appendix G to incorporate ECOPAC and constructability reviews.
- A new Appendix H on Reevaluation Statements. The previous Appendix H on PS&E Submissions was incorporated into HDM Chapter 21, which was issued by EB 98-045. The information on Reevaluation Statements was previously included in IPDG # 26.
- Removal of EI 92-018 from Appendix I. The information in EI 92-018 was superseded by Section 20 of the 1998 NYSDOT Bridge Manual.