



Illinois Department of Transportation

2300 South Dirksen Parkway / Springfield, Illinois / 62764

May 3, 2001

Maintenance Overruns

#01-06

COUNTY ENGINEERS/SUPERINTENDENT OF HIGHWAYS
MUNICIPAL ENGINEERS/DIRECTORS OF PUBLIC WORKS
CONSULTING ENGINEERS

The following is a clarification to Chapter 8, Section 5.1, of the Administrative Policies Manual and County Engineer's letter 98-14 dealing with maintenance overruns.

The following definitions are for use in this letter:

- Maintenance Operation - An operation required to complete a maintenance task totaled for all locations within an approved maintenance estimate.
- Material Group - A group of the same type of materials (all gradation of aggregates, all grades of bituminous materials, etc.) totaled for all locations within an approved material proposal.

We are revising our policy to allow that the cost of a maintenance operation or material group that is part of an approved maintenance estimate can be increased to \$5,000.00 without the approval of the Illinois Department of Transportation (IDOT) regardless of the percentage of increase.

As a clarification to existing policy, the 10 percent overrun discussed in Chapter 8, Section 5.1, applies to each maintenance operation or material group.

The discussion on overruns in Chapter 8, Section 5.1, of the Administrative Policies Manual should now read:

1. OVERRUNS (COUNTY, MUNICIPAL, AND ROAD DISTRICTS)

For day labor operations, the following procedures shall be used when costs exceed the estimate for any maintenance operation or material group:

- a. The cost of a maintenance operation or material group can be increased to \$5,000.00 without the approval of the IDOT. Also, overruns of 10 percent or less for each maintenance operation or material group will not require the approval of IDOT.

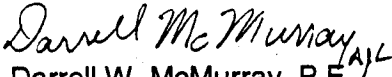
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- b. Overruns for any maintenance operation or material group that are in excess of 10 percent and exceed the \$5,000.00 limit will require a letter justifying the increase to be submitted to IDOT for approval.
- c. The addition of maintenance operations not included on the approved maintenance estimate will require the submittal of a revised maintenance estimate regardless of cost.

For contract maintenance, a Request for Approval of Change in Plans (Form BLR 6301) will be submitted when required by Chapter 6, Section 3.5b, of this manual.

Please contact your district office if you have any questions.

Sincerely,


Darrell W. McMurray, P.E.
Engineer of Local Roads and Streets

Attachments

cc: Jay Miller