

SDDOT CONSTRUCTION MANUAL  
PROJECT MANAGEMENT SECTION  
**CHAPTER 2 – SPECIFICATIONS**

**TABLE OF CONTENTS**

<b>ITEM</b>	<b>PAGE</b>
SPECIFICATIONS .....	2-2
STANDARD SPECIFICATIONS FOR ROADS AND BRIDGES .....	2-2
SUPPLEMENTAL SPECIFICATIONS AND ERRATA .....	2-3
ADDENDUM .....	2-3
PROJECT QUESTION AND ANSWER FORUM .....	2-4
SPECIAL PROVISIONS.....	2-4

## **SPECIFICATIONS**

A specification is defined as a general term applied to all directions, provisions, and requirements pertaining to the performance of work. The SDDOT provides specifications in several forms including, but not limited to; addenda, project Q&A forum answers, special provisions, plan notes, plan details, standard plates, supplemental specifications, standard specifications, material manual requirements, referenced standards, and electronic design files.

The SDDOT Standard Specifications for Roads and Bridges contains a section (Section 5.4) which provides a hierarchy of the different forms of specifications and other contract documents.

Section 5.4 states the contents of the bidding package are essential parts of the contract. A requirement occurring in one is as binding as though occurring in all. The contents of the bidding package are intended to be complementary and to describe and provide for a complete work.

If any discrepancy exists, the governing ranking is:

- Addenda
- Project question & answer (Q&A) forum
- Special provisions
- Plans
- Supplemental specifications
- Standard specifications
- Electronic design files

Addenda will govern over the project Q&A forum unless a Department response in the project Q&A forum specifically addresses an addendum issued by the Department.

In case of a discrepancy between questions on the project Q&A forum regarding the same topic, the most recent question and answer will govern over previous questions and answers. Questions will be numbered on the project Q&A forum in order of date and time posted.

## **STANDARD SPECIFICATIONS FOR ROADS AND BRIDGES**

The Standard Specifications for Roads and Bridges is a book of specifications approved for general applications and repetitive use.

The standard specification book is currently available in hard copy through the office of Operations Support or in electronic versions at the following location:

Online @ [dot.sd.gov/doing-business/contractors/standard-specifications/2015-standard-specifications](https://dot.sd.gov/doing-business/contractors/standard-specifications/2015-standard-specifications)

The standard specification book is composed of three divisions.

Division I	General Provisions	Sections 1 to 9
Division II	Construction Details	Sections 100 to 740
Division III	Materials Details	Sections 750 to 1050

The standard specification book has a table of contents in the front and an index in the back. The standard specification book is organized by section numbers that correlate to bid item numbers. Within Division II, sections are organized and grouped into the following parts.

Part A Earthwork	Sections 100 to 250
Part B Granular Bases and Surfacing	Sections 260 to 280
Part C Asphalt Construction	Sections 320 to 370
Part D Rigid Pavement	Sections 380 to 394
Part E Structures	Sections 410 to 560
Part F Incidental Construction	Sections 600 to 740

Individual sections within Division II of the specification book are broken down into the following five items.

Description - Provides a description of what the work will consist of.

Materials - Provides material details and may refer to sections in Division III.

Construction Requirements - Provides construction details and requirements.

Method of Measurement - Provides the method of measurement, units, and accuracy for measuring items for payment.

Basis of Payment - Provides details of what is paid for under different bid items and what other work is included or incidental in payment.

## **SUPPLEMENTAL SPECIFICATIONS AND ERRATA**

The purpose of the supplemental specifications is to modify, change, and add or remove any section of the standard specification book. The purpose of the errata is to correct grammatical errors and printing or typing errors in the standard specification book. The supplemental specifications and errata are typically updated once a year. Updated supplemental specifications and errata are targeted for the early October letting. The current version of supplemental specifications and errata are referenced in contract proposal for every project.

The current and past supplemental specifications and errata are located at the following location:

Online @ [dot.sd.gov/doing-business/contractors/standard-specifications/2015-standard-specifications](https://dot.sd.gov/doing-business/contractors/standard-specifications/2015-standard-specifications)

## **ADDENDUM**

An addendum is a tool used to correct plan errors or omissions prior to the actual bid letting. Addendum items are to be submitted to the Bid Letting Engineer, who will coordinate the addendum with the Operations Support Office. The Bid Letting Engineer will distribute the addendum.

## **PROJECT QUESTION AND ANSWER FORUM**

Like an addendum, the project Q&A forum is a tool used to correct plan errors or omissions prior to the actual bid letting. Both Contractors and Department personnel can post questions to the project Q&A forum for clarification. Answers posted by the Department are contract binding. Project Q&A forum questions and answers are coordinated through the appropriate Department staff by the Bid Letting Engineer. Department responses are posted to the project Q&A forum by the Bid Letting Engineer or their representative.

## **SPECIAL PROVISIONS**

The purpose of a special provision is to modify, add, or remove portions of the standard and supplemental specifications applicable to an individual project. Special provisions are located in the contract proposal for every project.

Some special provisions are required for all projects. Some special provisions are required for all Federal-aid projects. Some special provisions are standard and approved for repetitive use if needed. Other special provisions are project specific and are modified for each project.