

# MISSISSIPPI DEPARTMENT OF TRANSPORTATION

## *Inter-Departmental Memorandum*

TO: Squad Leaders

DATE: April 18, 1997

FROM: Steven W. Reeves *SWR*  
Quality Control Engineer  
Roadway Design  
INFORMATION COPY TO:

SUBJECT OR PROJECT NO: Design Memo

COUNTY:

Roadway Design Division Engineer  
Irving Harris  
✓ John Pickering  
Ray Balentine  
Roadway Design Section Engineers  
Construction Division  
Bridge Design Division  
District Engineers  
Active Consultants  
File

Please find listed below new policies, changes to policies and/or requests for additional information that need to be incorporated into all construction plans.

1. Metric projects require a space instead of a comma for separating the digits of numbers into groups of three. No space is to be used if there are only four (4) digits either to the left or right of the decimal point. When there are five or more digits, left or right of the decimal, then a space must be used. When using numbers less than one, a zero should always be placed before the decimal.

Examples:

123 456.215 67 m  
2345.789 kg  
2 345 678.11 Pa  
0.123 m  
12 345.12 mm

2. The existing bridge number is required for all projects which include the Pay Item 202-A, Removal of Obstructions. This number should be shown at all locations where the removal of existing bridge is indicated (plan-profile sheet, SQ sheet, etc.). Bridge numbers may be obtained from the Bridge Design Division.
3. Haul of Excavation is not to be paid for as a separate pay item on any project. The cuts, fills and distribution of earthwork should be shown on the plan-profile sheets. Separate earthwork sheets are only to be used when the plan-profile sheets have too much other information on them (ex. urban projects with storm drains and inlets). The haul

page 2

distance is no longer required to be shown on distribution. Sheet totals for all types of excavation need to be shown on each plan-profile sheet and the project totals should also be indicated on the last sheet.

4. In general, quantities are to be split on a county by county basis on all projects where the project limits are in more than one county. Those projects with insignificant amount of work in another county will be determined on a case by case basis.
5. In general, quantities are to be split between rural and urban limits. Those projects with insignificant amount of work in either rural or urban will be determined on a case by case basis.

If you have any questions or comments about the statements above, please call my office.

SWR/swr