



INDIANA DEPARTMENT OF TRANSPORTATION

Driving Indiana's Economic Growth

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Mitchell E. Daniels, Jr., Governor
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March 03, 2011

CONSTRUCTION MEMORANDUM 11-03

TO: District Deputy Commissioners
Technical Services Directors
District Construction Directors
District Area Engineers
Project Engineers/Supervisors

FROM: Mark A. Miller, ^{MAM} Director
Division of Construction Management

SUBJECT: Procedure upon receipt of a Cost Reduction Incentive (CRI) Proposal

Section 109.04 of the Standard Specifications provide that the Contractor may submit a written CRI proposal to either reduce construction costs or contract time. These CRI proposals should be submitted to the PE/S. The PE/S should distribute a copy of these proposals to the Department project manager. The PE/S should meet with their Area Engineer and review the CRI proposal. If the District in conjunction with the project manager believes the CRI proposal warrants further consideration, the CRI proposal should be forwarded to various other individuals within the Department, depending on the subject.

Subject	Contact
Changes to a bridge	Director, Bridge Design, Inspection, Hydraulics, and Technical Support
Changes to traffic items (signs, signals, lighting)	Supervisor, Traffic Design
Changes to pavement-related items (not already prohibited by 109.04)	Supervisor, Pavement Design
Changes to backfill, embankment, or other geotechnical-related items	Manager, Office of Geotechnical Services
Changes to drainage elements (culverts, pipes, etc...)	Supervisor, Office of Hydraulics Engineering

The District should contact their respective Division of Construction Management Field Engineer for assistance if they have questions regarding to whom to forward a copy of a CRI proposal.

CRI proposals should not be approved until the offices indicated above have been provided an opportunity to comment on the CRI proposal. The Department must ensure that the CRI proposal is not in conflict with design policies or project specific decisions or commitments. All communication with the Contractor on CRI proposals should be through the PE/S.

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