



# INDIANA DEPARTMENT OF TRANSPORTATION

*Driving Indiana's Economic Growth*

## Design Memorandum No. 20-19

September 10, 2020

**TO:** All Design, Operations, and District Personnel, and Consultants

**FROM:** /s/ Katherine Smutzer  
Katherine Smutzer  
Acting Director, Standards and Policy  
Engineering Department

**SUBJECT:** Deleted Figure Placeholder Removal & Editable Documents Naming Conventions

**EFFECTIVE:** Immediately

### Deleted Figure Placeholder Removal

Historically, an Indiana Design Manual (IDM) Figure placeholder has been used to either reiterate that a figure had been deleted or to point the reader to the new location of the information that was previously shown within the figure. Moving forward, this practice will be discontinued, and any relocation of information will be noted in a design memo and the chapter revision table. The revision table will reference the removed figure and reference the specific Design Memo associated with the removal of the figure. Existing figure placeholders will be removed as chapters are being revised. The information that was previously conveyed with the placeholder will be documented as described above.

The following figures have previously been deleted from the IDM and their placeholders are now being removed:

Removed Placeholder	New Location of Information (If Applicable)
14-1C Contract Preparation Documents Contract Administration Division (del. Feb. 2015)	Information can be found at: <a href="https://www.in.gov/dot/div/contracts/design/dmforms/index.html">https://www.in.gov/dot/div/contracts/design/dmforms/index.html</a> , Editable Document 14-1C
14-1D Asbestos Certification (del. Oct. 2018)	Information can be found in Archived Design Memo 18-23 here: <a href="https://www.in.gov/dot/div/contracts/standards/memos/memos1.html">https://www.in.gov/dot/div/contracts/standards/memos/memos1.html</a>
14-1E Final Tracings Checklist (del. Sep. 2014)	Information can be found at: <a href="https://www.in.gov/dot/div/contracts/design/dmforms/index.html">https://www.in.gov/dot/div/contracts/design/dmforms/index.html</a> , Editable Document 14-1E
14-1E(1) FHWA-Indiana PSE Checklist (del. Sep. 2014)	Information can be found at: <a href="https://www.in.gov/dot/div/contracts/design/dmforms/index.html">https://www.in.gov/dot/div/contracts/design/dmforms/index.html</a> , Editable Document 14-1E(1)
14-1E(2) Narrative for PSE Checklist (del. Sep. 2014)	Information can be found at: <a href="https://www.in.gov/dot/div/contracts/design/dmforms/index.html">https://www.in.gov/dot/div/contracts/design/dmforms/index.html</a> , Editable Document 14-1E(2)
14-1E(3) PSE Documentation Required (del. Sep. 2014)	Information can be found at: <a href="https://www.in.gov/dot/div/contracts/design/dmforms/index.html">https://www.in.gov/dot/div/contracts/design/dmforms/index.html</a> , Editable Document 14-1E(3)
17-1A Proprietary-Material Transmittal Memorandum (del. Oct. 2017)	Information can be found at: <a href="https://www.in.gov/dot/div/contracts/design/dmforms/index.html">https://www.in.gov/dot/div/contracts/design/dmforms/index.html</a> , Editable Document 17-1A See Design Memo 20-16 for updated details.
17-1B Programmatic Approved Proprietary Materials (del. Mar. 2016)	Information can be found at: <a href="https://www.in.gov/dot/div/contracts/design/dmforms/index.html">https://www.in.gov/dot/div/contracts/design/dmforms/index.html</a> , Editable Document 17-1F. See Design Memo 20-16 for updated details.
17-1C Certification for Proprietary-Material Use, No Suitable Equal Exists (del. Oct. 2017)	Information can be found at: <a href="https://www.in.gov/dot/div/contracts/design/dmforms/index.html">https://www.in.gov/dot/div/contracts/design/dmforms/index.html</a> , Editable Document 17-1C. See Design Memo 20-16 for updated details.

17-1D Certification for Proprietary-Material Use, Essential for Synchronization (del. Oct. 2017)	Information can be found at: <a href="https://www.in.gov/dot/div/contracts/design/dmforms/index.html">https://www.in.gov/dot/div/contracts/design/dmforms/index.html</a> Editable Document 17-1D See Design Memo 20-16 for updated details.
17-1E Public-Interest Finding for Proprietary-Material Use (del. Oct. 2017)	Information can be found at: <a href="https://www.in.gov/dot/div/contracts/design/dmforms/index.html">https://www.in.gov/dot/div/contracts/design/dmforms/index.html</a> , Editable Document 17-1E See Design Memo 20-16 for updated details.
17-1F Programmatic Certification for Proprietary-Material Use, No Suitable Equal Exists (del. Oct. 2017)	Information can be found at: <a href="https://www.in.gov/dot/div/contracts/design/dmforms/index.html">https://www.in.gov/dot/div/contracts/design/dmforms/index.html</a> , Editable Document 17-1F See Design Memo 20-16 for updated details.
17-5G RCBA Thickness Determination (del. Mar. 2016)	Information can be found at: Standard Drawing Series E 609-RCBA <a href="https://www.in.gov/dot/div/contracts/standards/drawings/index.html">https://www.in.gov/dot/div/contracts/standards/drawings/index.html</a>
17-5G(1) RCBA for Square Structure (del. Mar. 2016)	Information can be found at: Standard Drawing Series E 609-RCBA <a href="https://www.in.gov/dot/div/contracts/standards/drawings/index.html">https://www.in.gov/dot/div/contracts/standards/drawings/index.html</a>
17-5G(2) RCBA for Skewed Structure (del. Mar. 2016)	Information can be found at: Standard Drawing Series E 609-RCBA <a href="https://www.in.gov/dot/div/contracts/standards/drawings/index.html">https://www.in.gov/dot/div/contracts/standards/drawings/index.html</a>

### **Editable Documents**

Historically, there has been little to no difference between an Editable Document number and its corresponding IDM figure number. Moving forward, Editable Documents will not be referenced in IDM figures but will be referenced in the text. As revisions are made to Editable Documents, they will be renamed to an updated number format as shown below.

(Related IDM Chapter #) – (Related IDM Section #) – (# of Sequential Order)

Example: Editable Document 17-01-01 is the first figure found in IDM Chapter 17, Section 1.