

Specification Reviews

List of common Specification related errors found during Phase submittal reviews to help reduce avoidable ERC comments.

Specifications

Common errors and omissions

1. Required supporting documents not included with submittal (Ph IV, PS+E, Production submittals)
 - a. PDF of Workbook used to create Specification Package
 - b. Completed and signed Turnpike Specifications QA/QC Checklist
2. EOR does not have a valid Specification Package Preparation Training Certificate
 - a. The EOR must complete the required training courses prior to signing and sealing any Specification Package for FDOT projects
 - i. Initial Training Course: [Consultant Specification Package Preparation Training](#)
 - ii. Recertification Training Course: [Specifications Package Preparation Recertification CBT](#) (required every 5 years)
3. Formatting
 - a. Specification Package Footer should list Lead FPID followed by “,ETC.” (e.g., “FPID(s): 123456-7-89-01, ETC.”)
 - b. Table of Contacts
 - i. Include any inserted MSP Section Titles, in numerical order
 - ii. Must be interactive
4. Special Provisions
 - a. Include all Special Provisions required per latest Construction Memo
 - b. Include all Special Provisions required per Usage Notes provided in Specs on the Web
 - c. Scope of Work – Intent of Contract (SP040100) project description should:
 - i. List major project components (ex: milling, widening, bridge work, guardrail, etc.)
 - ii. Identify Name of Road, SR #, beginning and ending MP, County (ex: Seminole Expressway (SR 417) from MP 37.994 to MP 44.609 in Seminole County)
 - d. Only include approved versions of MSPs/TSPs (language should match exactly)
5. MSPs/TSPs included in Specification Package do match approved version
6. MSPs/TSPs inserted into Specification Package incorrectly