David Borden
Administrator of Construction
City of Indianapolis
DPW Engineering
Indianapolis DPW

- $50,000,000 annual budget
- 415 centerline miles of alleys
- 540 bridges
- 2,865 miles of existing sidewalk
- 2,314 miles of missing sidewalk
- 8,175 lane miles/3,329 centerline miles of roads
- 1,140 signals
- 400 square miles
- 11 Project Managers (Construction)
Federal Aid (LPA) Projects

- Can you have a Change Order w/o an Advice of Change?
- Can you have an Advice of Change w/o a Change Order?

**Change Order** – A written order issued to the Contractor covering changes in the contract and establishing payment for the work affected by the changes.

**Advice of Change (AC)** - a change order of the Purchase Order (PO)

- Participating vs. non-participating
- When 75%-80% of PO has been expended
- LPA reimbursement for overpayment takes 10+ (final audit)
- INDOT requires travel logs to be submitted with invoices in order to receive payment for mileage ($0.38/mile)
- Question the INDOT Area Engineer
- MPO Quarterly Reports – 1/21, 4/21, 7/21 & 10/21 of every year.
Capital Improvement Program (CIP)

- Indianapolis DPW “version” of SiteManager
- Tracks quantities, schedules, budgets, needs inventory, project assignments, on-call balances, reports, GIS, etc.
Stakeholder Communication

• RPR is the City “face” for the project.
• RPR is public relations liaison for the City.
• Let PM know when contractor work force makes contact with the public.
Daily Records & Documentation

- Document, Document, Document
- Defend against Claims
- Quantity Disputes
- Meeting Minutes
- Warranty Issues
- All correspondence memorialized in writing
- Running total project costs
Jobsite Safety & Emergency Procedures

• Safety is No. 1 priority
• Everyone’s responsibility and obligation
• Follow the Contractor’s safety rules and requirements
• Emergency contact list
• Discuss how operations will be completed prior to work beginning
• Contractor is obligated to prevent threatened damage, injury or loss
• Shutdown the job if immediate or eminent danger is present
Maintenance of Traffic

- MUTCD (Manual on Uniform Traffic Control Devices)
- Check signs after storms and windy weather
- Time Restrictions
- Minimum requirements do not equal best practice
- Safety of the public & project personnel
- Flow of traffic
- Detour Routes