



Project Delivery Newsletter

Connecting the Dots in Preconstruction

August 2022

Proprietary Products - Updated Guidance

NORTH CAROLINA DEPARTMENT OF TRANSPORTATION
PROPRIETARY ITEM - CERTIFICATIONS AND FINDING IN THE
PUBLIC INTEREST (FIPI)

INSTRUCTIONS:
First review [G.S. 133-3](#) to determine if you need to proceed with this form. A specific patented or proprietary material, specification, or process shall not be required on a contract until this proprietary item is approved following this process on NCDOT Projects governed by NC General Statutes §133-3. Use this form to document the proprietary item, host and document the public meeting, complete any investigation required after the public meeting concludes, and obtain approval of the use of a proprietary feature on a project or group of projects. This form shall be filled out by the Engineer of Record who specified the proprietary item and can evaluate the items proposed at a public meeting. The Engineer of Record shall be a registered professional engineer licensed by the state of North Carolina.

BEFORE PUBLIC MEETING:
NAME OF PROPRIETARY ITEM OR PROCESS:

A proprietary product is one where the material or technology used to make it is owned exclusively by a single company. The N.C. Department of Transportation relies on G.S. 133-3 which states that the engineer shall specify in plans and/or specifications the required performance and design characteristics of the materials being used on government contracts. If a brand name (proprietary product) is used, then three or more examples of items of equal design or equivalent design must be cited. The purpose of this statute is to mandate and encourage free and open competition on public contracts.

Through coordination between department staff and the State Attorney General's Office, guidance was developed to include proprietary products while staying in compliance with the General Statute. This guidance and the [Proprietary Approval Form](#) were updated to standardize the public engagement process for impacted projects.

The [NCDOT Proprietary Product Guidelines](#) is available on the [Products Connect Site](#). It is critical that the process and guidelines are followed as prescribed. If not, the product will not be included in the let final plans. A future lunch and learn event is being planned to provide more information on the use of proprietary products at NCDOT.

Questions? Contact the Product Evaluation Program Team at productevaluation@ncdot.gov

Project Delivery Network - Updated

The updated [Project Delivery Network \(PDN\)](#) is now available on the [Project Management Connect Site](#). Significant updates include:

- Renaming activities to be more descriptive
- Adding more call outs for cross-discipline coordination
- Clarifying the environmental permitting process
- Streamlining geotechnical investigations
- Revising the Integrated Mobility Division's Complete Streets

- review process
- Modifying signal and ITS design and coordination procedures
- Adding a scoring step into the prioritization process
- Adding a new transportation planning activity to support development of the express design
- Delineating tasks for utility coordination versus utility design

[See all changes in the PDN Redline File >](#)
[Use the updated PDN Interactive Path Diagram >](#)



**Project Delivery
Network (PDN)**

July 2022

PDN Scope of Service Generator - NEW!



A [PDN Scope of Service Generator](#) is now available as a compliment to the PDN. This excel-based file provides an intuitive, three-step process for creating and tailoring a scope of services based on selected PDN activities and tasks. No matter a project's size or complexity, the generator will build and customize your project's scope all to:

- 1) Reduce development and production time
- 2) Promote consistency in scoping efforts statewide
- 3) Align deliverables and tasks directly with the PDN

[Instructions for Scope Generator >](#)

Updated Manday Estimate Form - Coming Soon

The updated NCDOT Scope and Manday Estimate Form will roll out in the next few weeks. The updated form will operate like the existing form and will be located on the [Consultant Resources Connect site](#) (under forms). The new file will be titled *NCDOT PDN Workday Estimate Form*. The existing estimate form will continue to be available for use to allow time for any estimates under way to be completed.

Updates include:

- An alphabetized discipline selection list that aligns with the PDN
- A task list that aligned with the PDN for **most** discipline tabs
- Instructions will be in a separate file titled *NCDOT PDN Workday Estimate Instructions* on the [Consultant Resources Connect Site](#) (under forms)
- No changes will be made to disciplines not in the standard scope of services or the PDN



Quality Control and Quality Assurance Guidance - NEW!

The [NCDOT Quality Management Program: Quality Control and Quality Assurance](#) is now available on the [Project Management Connect Site](#). This document formalizes the quality control (QC) and quality assurance (QA) expectations in the preconstruction phase, promoting consistency statewide.



This brief (6-page) document describes:

- Who is responsible for quality control and quality assurance reviews
- Questions and discussions items to consider when scoping for quality control (PEFs) and quality assurance (GESCs)
- Where to upload completed [QA and QC](#) checklists during the review process

[Watch the 6-minute Quality Overview video>](#)

Upcoming Lunch and Learns

The CLEAR program is hosting several lunch and learns events in August and September. Each event is available to internal and external staff.

Each lunch and learn session will be from 11:45 a.m. to 1 p.m. For any questions or comments, contact CLEAR@NCDOT.GOV.

[Sign up to receive invites to future Lunch & Learns >](#)



Project Delivery Connection

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