

ROADWAY BULLETIN

NCDOT CONSTRUCTION UNIT

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PAYMENT FOR DRAINAGE STRUCTURES

The purpose of this topic is to clarify when drainage structures and associated frame and grate assemblies should be included for payment by the Resident Engineer's Office. Historically, some offices have included drainage structures for payment after the structures are set and all pipe connections have been completed and grouted. Other offices have waited until final adjustments and remaining invert work are complete. Payment practices for frame and grate assemblies have also varied, with some offices paying when the assembly is initially set and others waiting until curb and gutter placement and final adjustment are complete.

Drainage structures should be included for payment once they are set to the required line and grade, all pipe connections are completed and grouted, and the drainage structure is otherwise complete and acceptable for payment. Frame and grate assemblies should be included for payment once they are incorporated into the completed work at final line and grade. For curb-and-gutter installations, this generally occurs after the immediately adjacent curb and gutter is placed. For installations with a concrete apron, this generally occurs after the apron is placed. Before installation, eligible frame and grate assemblies may be considered for material prepayment in accordance with Article 109-5, subject to the applicable authorization, documentation, and payment requirements.

Open drainage structure excavations and uncovered drainage structure openings present significant fall hazards. Drainage structure excavations must be protected in accordance with applicable safety requirements.

In This Issue:

1. **Drainage Structure Payment**
2. **As-Built Plan Guidance**

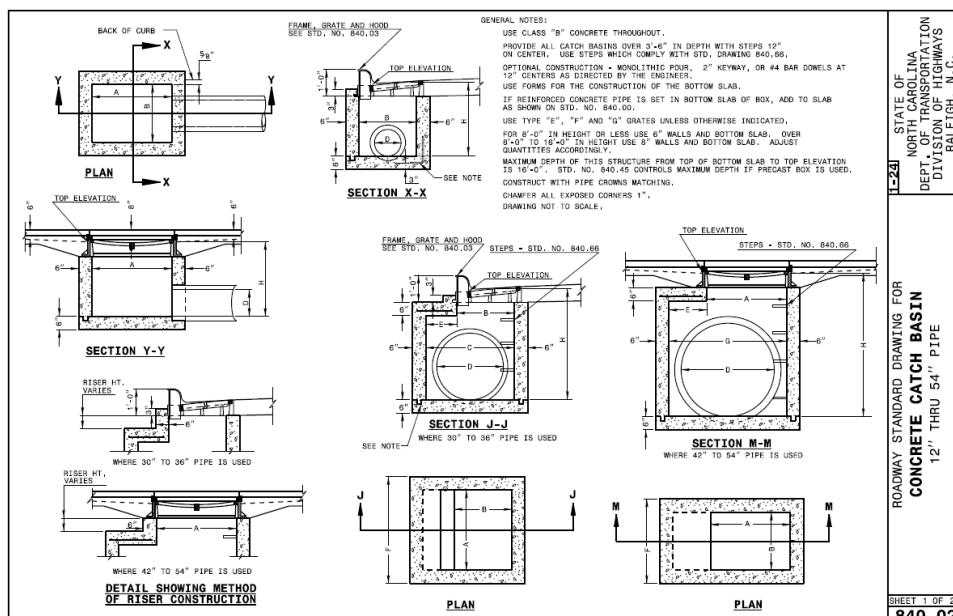
Want to read previous Roadway Bulletins?

- [Click Here](#)

Have suggestions for future Roadway Bulletins?

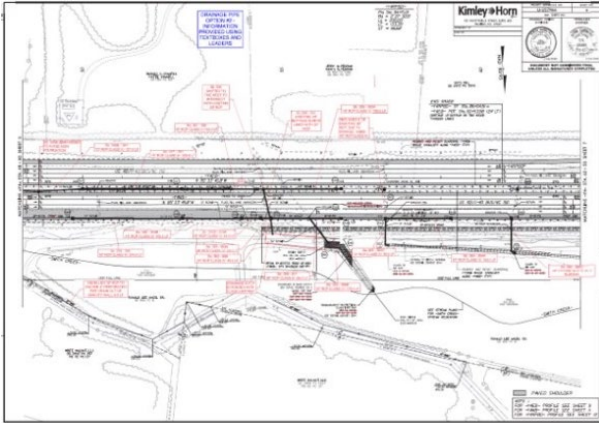
Email:

[Scott Jones and Marcus Kiser](#)



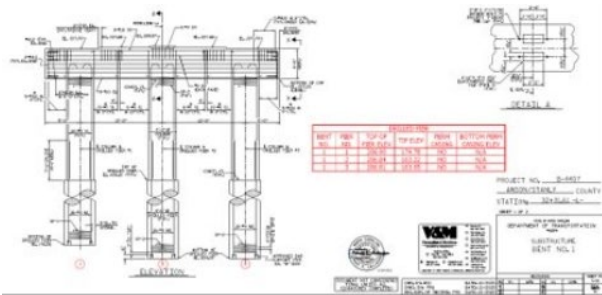
After a drainage structure is set and backfilled, keep the opening securely covered or otherwise protected until the permanent frame, grate, or cover is installed. Use a securely fastened cover or other protective method appropriate for the condition and applicable safety requirements. Where temporary steel plate covers are required by the plans or directed by the Engineer, install them in accordance with Section 828 of the Standard Specifications.

The Construction Manual has been updated with revised guidance for preparing As-Built Plans.



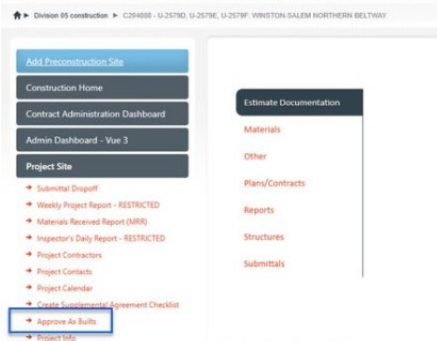
- Final As-Built plans must be electronic and compiled using Adobe Acrobat Pro or Bluebeam. Maintaining a working hard-copy set during the life of the project remains acceptable.
- Show all corrections or revisions in red.
- For projects with one or more bridges, prepare a separate As-Built plan set for each bridge.
- For projects with one or more culverts, combine all culvert As-Built plans into a single set.

- Design submittals for walls, signs, signals, lighting, and other project features
- Final tip elevations and top-of-pier elevations for each drilled pier, along with applicable permanent casing tip elevations
- Culvert alternate design submittals
- Post-Construction Stormwater Control Measures
- Report of Final R/W and Permanent Easement Survey



Example As-Built plan sets are available for roadway, structure, culvert, and structure rehabilitation projects. Cover sheet templates are also available for Design-Bid-Build and Design-Build projects.

C204088 - U-2579D, U-2579E, U-2579F: WINSTON-SALEM NOR
2579E, U-2579F: WINSTON-SALEM NORTHERN BELTW



Store all As-Built documentation in the appropriate 'Roadway' or 'Structure' subfolder within the 'Plans As-Built' library. **Do not store As-Built documentation in the 'Plans' library, where files may be lost or overwritten.**

An As-Built link is available on the Project Home Page:

When the link is selected, known project data are prefilled from HiCAMS and SAP. Map the project area by selecting 'Map It' and choosing the appropriate grid or grids to associate the project with its geographic location.

Approval Requirements

For Division Let projects, the Resident Engineer is the minimum required approver. Additional Division personnel may be added as approvers by submitting a request to constructionhelp@ncdot.gov. For Central Let projects, the Resident Engineer and Central Construction Unit (CCU) are the minimum required approvers.

Right of Way (ROW) approval is no longer required for As-Built Plans. Project recipients can be added or removed by selecting 'View Email Distribution' and 'Edit Project Recipients'. This distribution list controls who receives a copy of the approved As-Built; it does not change the required plan approvers.

Construction Plans As Built Approvals

File Name	Plan Type	Structure Inv. Number	Approval Status
MPP 004 - LC 584 - MSE Retaining Wall 2.pdf	RoadWay		Pending RE Approval
C204088 Test Document 2.pdf	Structure	330051	Pending RE Approval

Records per page: 5 1-2 of 2

[VIEW EMAIL DISTRIBUTION](#) [APPROVE PLANS](#) [CLOSE](#)

Once all required approvers have approved the plans, the files are moved to the As-Built site, and an email with links to the approved plans is sent to the Resident Engineer and other project recipients. Although still in development, eventually structure files will be automatically added to BridgeDocs/WIGINS.

For technical issues related to the electronic approval process or to request changes to plan approvers, contact constructionhelp@ncdot.gov.

Helpful Links:

- [Construction Manual](#)
- [As-Built Approval Guide](#)
- [2025 New Electronic As-Built Approval Process Webinar](#)

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