



STATE OF NORTH CAROLINA  
DEPARTMENT OF TRANSPORTATION

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GOVERNOR

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**E. NORRIS TOLSON**  
SECRETARY

**MEMORANDUM TO:** Project Engineers  
Project Design Engineers  
**FROM:** W. J. Rogers, P.E.  
State Bridge Design Engineer  
**DATE:** October 19, 1998  
**SUBJECT:** Coordination with Geotechnical Unit

In order to expedite the transfer of information between the Structure Design and Geotechnical Units, the following guidelines shall be implemented immediately.

For all stream crossings, review the Hydraulics Report and resolve bent location with the Hydraulics Unit as soon as is practical. Send the verification letter to the Geotechnical Unit immediately following resolution of the bent locations. A revised copy of the verification form letter is available for your use. Immediately inform the Geotechnical Unit of any subsequent changes to bent locations.

For all grade separation and railroad crossings, send a copy of the preliminary general drawing to the Geotechnical Unit as early as possible. In plan view, include approximate dimensions for all bents and end bents. A revised copy of the request form letter is available for your use.

Allow a minimum of four months, preferably six months, in the schedule for the Geotechnical Unit to complete their subsurface investigation. For those projects well in advance of the letting date, afford the Geotechnical Unit flexibility in their schedule by sending the aforementioned information as early as possible.

Conversely, for those projects with a pressing letting date, coordinate closely with the Geotechnical Unit to determine required due dates.

WJR/RDR/ts



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