



**STATE OF TENNESSEE  
DEPARTMENT OF TRANSPORTATION**

**ROADWAY DESIGN DIVISION**  
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**INSTRUCTIONAL BULLETIN NO. 15-10**

**Regarding Revised Turn-In Dates and Letting Schedules for 2016**

Attached to this bulletin is the 2016 letting schedule with a chart showing revised dates to be met for various activities.

Plans and estimates for projects assigned to a letting should be turned into the Plans Assembly Group no later than the turn-in date shown on the attached chart.

This Instructional Bulletin voids IB 15-09. Instructional Bulletin 14-09 should be voided after the December 2, 2015 letting.

  
Jennifer Lloyd, PE  
Civil Engineering Director  
Roadway Design Division

JKL:ARH:RB  
7/31/15

## 2016 LETTING SCHEDULE

ACTIVITY	LETTING Feb 12	LETTING Apr 1	LETTING May 13	LETTING Jun 24	LETTING Aug 19	LETTING Oct 7	LETTING Dec 2	WEEKS BEFORE LETTING
<b>TDOT Design Manager</b> verifies <u>all</u> deliverables have been received to allow completion of plans in accordance with the roadway design checklist.	Sep 9	Oct 28	Dec 9	Jan 20	Mar 16	May 4	Jun 29	22-1/2
<b>TDOT Design Manager</b> schedules and distributes prints for construction field review	Oct 9	Nov 25	Jan 8	Feb 19	Apr 15	Jun 3	Jul 29	18
<b>Regional Construction Office</b> furnishes information and logs to Design for development of resurfacing plans for State Routes	Oct 28	Dec 16	Jan 27	Mar 9	May 4	Jun 22	Aug 17	15-1/2
<b>Consultant</b> furnishes final roadway plans w/ estimate to Roadway Design Division or Regional Design Office for review	Nov 4	Dec 21	Feb 3	Mar 16	May 11	Jun 29	Aug 24	14 1/2
<b>Regional ROW Office</b> submits "removal of structures" letter to the Roadway Design Division or Regional Design Office	Nov 10	Dec 30	Feb 10	Mar 23	May 18	Jul 6	Aug 31	13 1/2
<b>Consultant</b> furnishes Structures Division final structure plans w/estimate for review and checking	Nov 18	Jan 4	Feb 17	Mar 30	May 25	Jul 13	Sep 7	12-1/2
<b>Roadway Design Division or Reg. Design Office</b> begins "in house" checking of final Roadway Plans prior to turn-in for letting	Nov 25	Jan 11	Feb 24	Apr 6	Jun 1	Jul 20	Sep 14	11-1/2
<b>Regional Utility Engineer</b> furnishes utility plans to the Plans Assembly Section.	Nov 25	Jan 11	Feb 24	Apr 6	Jun 1	Jul 20	Sep 14	11-1/2
<b>Roadway Design Division or Reg. Design Office</b> submits final roadway plans w/estimate to the Plans Assembly Section	Dec 2	Jan 20	Mar 2	Apr 13	Jun 8	Jul 27	Sep 21	10-1/2
<b>Structures Division</b> submits final structure plans with estimate to the Plans Assembly Section	Dec 2	Jan 20	Mar 2	Apr 13	Jun 8	Jul 27	Sep 21	10-1/2
<b>Plans Assembly Section</b> submits final plans to the Construction Division, Contracts & Specifications Office	Dec 21	Feb 10	Mar 23	May 4	Jun 29	Aug 17	Oct 12	7-1/2