



**STATE OF TENNESSEE  
DEPARTMENT OF TRANSPORTATION  
DESIGN DIVISION  
NASHVILLE, TENNESSEE 37243-0348**

**INSTRUCTIONAL BULLETIN NO. 11-12**

**Regarding Turn-In Dates and Letting Schedules for 2012**

Attached to this bulletin is the 2012 letting schedule with a chart showing dates to be met for various activities.

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

Instructional Bulletin 11-01 should be voided after the December 09, 2011 letting.

A handwritten signature in blue ink that reads "Carolyn Stonecipher".

Carolyn Stonecipher, P.E., Civil Engineering Director  
Design Division

August 8, 2011  
CS:MA:ma  
Attachment

## 2012 LETTING SCHEDULE

ACTIVITY	LETTING Feb 10	LETTING Mar 23	LETTING May 4	LETTING Jun 15	LETTING Aug 3	LETTING Sep 14	LETTING Oct 26	LETTING Dec 7	WEEKS BEFORE LETTING
TDOT Design Manager verifies <u>all</u> deliverables have been received to allow completion of plans in accordance with the roadway design checklist	Sep 7	Oct 19	Nov 30	Jan 11	Feb 29	Apr 11	May 23	Jul 3	22-1/2
TDOT Design Manager schedules and distributes prints for construction field review	Oct 7	Nov 18	Dec 28	Feb 10	Mar 30	May 11	Jun 22	Aug 3	18
Regional Construction Office furnishes information and logs to Design for development of resurfacing plans for State Routes	Oct 26	Dec 7	Jan 18	Feb 29	Apr 18	May 30	Jul 11	Aug 22	15-1/2
Consultant furnishes final roadway plans w/estimate to Design Division for review and checking	Nov 2	Dec 14	Jan 25	Mar 7	Apr 25	Jun 6	Jul 18	Aug 29	14 1/2
Regional ROW Office submits "removal of structures" letter to the Design Division or Regional Design Office	Nov 9	Dec 21	Feb 1	Mar 14	May 2	Jun 13	Jul 25	Sep 5	13 1/2
Consultant furnishes Structures Division final structure plans w/estimate for review and checking	Nov 16	Dec 28	Feb 8	Mar 21	May 9	Jun 20	Aug 1	Sep 12	12-1/2
Design Division or Reg. Design Office begins "in house" checking of final Roadway Plans prior to turn-in for letting	Nov 23	Jan 4	Feb 15	Mar 28	May 16	Jun 27	Aug 8	Sep 19	11-1/2
Regional Utility Engineer furnishes Estimating and Bid Analysis Office w/utility plans (mylar only)	Nov 23	Jan 4	Feb 15	Mar 28	May 16	Jun 27	Aug 8	Sep 19	11-1/2
<b>Design Division or Reg. Design Office</b> submits final roadway plans w/estimate to the Estimating and Bid Analysis Office	<b>Dec 7</b>	<b>Jan 18</b>	<b>Feb 29</b>	<b>Apr 11</b>	<b>May 30</b>	<b>Jul 11</b>	<b>Aug 22</b>	<b>Oct 3</b>	<b>9-1/2</b>
Structures Division submits final structure plans with estimate to the Estimating and Bid Analysis Office	Dec 7	Jan 18	Feb 29	Apr 11	May 30	Jul 11	Aug 22	Oct 3	9-1/2
Estimating and Bid Analysis Office submits final plans to the Construction Division, Contracts & Specifications Office	Dec 14	Jan 25	Mar 7	Apr 18	Jun 6	Jul 18	Aug 29	Oct 10	8-1/2