

D-4181-A (9-14)



UTILITY RELOCATION ESTIMATES

CHECKLIST - RELOCATION PLANS & SUPPORTING DATA

Questionnaire 4181

All required items have been completed, including the Permit Application.

Preliminary Estimate 4181A

All items have been completed with amounts shown for each applicable item and sub-item and any appropriate attachments should be included.

Particular attention should be given to the following items and associated supplemental attachments:

- Item A. Preliminary Engineering - Use of Consultant Engineer
Item B. Right of Way
Item C. Temporary Work
Item D. Permanent Construction
Item K. Credits

\* Calculations used to determine pro-ration are to be shown on a Supplemental Sheet.

Plans:

- Location Map, Index Sheet, Detailed Plan Sheets, Profiles, Cross Sections, Scope of Work



**UTILITY RELOCATION  
ESTIMATES**

COUNTY \_\_\_\_\_  
CITY, BORO, TWP \_\_\_\_\_  
ROUTE & SECTION \_\_\_\_\_  
FEDERAL PROJ. NO. \_\_\_\_\_

**Cost Estimate for Actual Billing Costs**       **Lump Sum Cost Estimate**

SAP Vendor Number \_\_\_\_\_ and FID Number \_\_\_\_\_

Utility \_\_\_\_\_ Signature \_\_\_\_\_

Corporate Address \_\_\_\_\_ Date \_\_\_\_\_

**A. PRELIMINARY ENGINEERING**

- 1. Labor
  - (a.) Salaries and wages (in house) \_\_\_\_\_
  - (b.) Contract (consultant) \_\_\_\_\_
- 2. Supplies \_\_\_\_\_
- 3. Transportation \_\_\_\_\_
- 4. Incorporated into the highway design contract \_\_\_\_\_
- TOTAL..... \_\_\_\_\_

**B. RIGHT OF WAY ACQUISITION**

- 1. Property costs \_\_\_\_\_
- 2. Labor
  - (a.) Salaries and wages (in house) \_\_\_\_\_
- 3. Transportation \_\_\_\_\_
- 4. Utility's Contractor \_\_\_\_\_
- TOTAL..... \_\_\_\_\_

**C. TEMPORARY CONSTRUCTION**

- 1. Labor
  - (a.) Salaries and wages (in house) \_\_\_\_\_
- 2. Material
  - (a.) New material \_\_\_\_\_
  - (b.) Less salvage \_\_\_\_\_
  - (c.) Depreciated value \_\_\_\_\_
  - (d.) Handling ( \_\_\_ %) \_\_\_\_\_
- 3. Equipment
  - (a.) Utility owned \_\_\_\_\_
  - (b.) Rented \_\_\_\_\_
- 4. Utility's Contractor \_\_\_\_\_
- TOTAL..... \_\_\_\_\_

**D. PERMANENT CONSTRUCTION**

- 1. Labor
  - (a.) Salaries and wages (in house) \_\_\_\_\_
- 2. Material (provided by Utility)
  - (a.) Handling ( \_\_\_ %) \_\_\_\_\_
- 3. Equipment
  - (a.) Utility owned \_\_\_\_\_
  - (b.) Rented \_\_\_\_\_
- 4. Utility's Contractor \_\_\_\_\_
- 5. Incorporated into the prime highway contract \_\_\_\_\_
- TOTAL..... \_\_\_\_\_
- SUBTOTAL..... \_\_\_\_\_

Cumulative TOTAL from Page 2 \_\_\_\_\_

E. REMOVAL COSTS

- 1. Labor
  - (a.) Salaries and wages (in house) \_\_\_\_\_
- 2. Supplies \_\_\_\_\_
- 3. Transportation \_\_\_\_\_
- 4. Utility's Contractor \_\_\_\_\_
- TOTAL..... \_\_\_\_\_

F. CONSTRUCTION ENGINEERING AND INSPECTION

- 1. Labor
  - (a.) Salaries and wages (in house) \_\_\_\_\_
  - (b.) Contract (consultant) \_\_\_\_\_
- 2. Supplies \_\_\_\_\_
- 3. Transportation \_\_\_\_\_
- 4. Utility's Contractor \_\_\_\_\_
- TOTAL..... \_\_\_\_\_

G. CONNECTING COSTS

- 1. Labor
  - (a.) Salaries and wages (in house) \_\_\_\_\_
- 2. Supplies \_\_\_\_\_
- 3. Transportation \_\_\_\_\_
- 4. Utility's Contractor \_\_\_\_\_
- TOTAL..... \_\_\_\_\_

H. ACCOUNTING COSTS

- 1. Labor
  - (a.) Salaries and wages (in house) \_\_\_\_\_
- 2. Supplies \_\_\_\_\_
- TOTAL..... \_\_\_\_\_

I. ADMINISTRATION, INDIRECT OVERHEAD & SUPERVISION..... \_\_\_\_\_

J. TOTAL ESTIMATED COST ..... \_\_\_\_\_

LESS CREDITS

- 1. Betterment \_\_\_\_\_
- 2. Salvage \_\_\_\_\_
- 3. Expired Service Life \_\_\_\_\_
- TOTAL CREDITS ..... \_\_\_\_\_

K. TOTAL NET ESTIMATED COST ..... \_\_\_\_\_

L. PERCENT OF UTILITY WITH REAL PROPERTY INTEREST (412 COSTS) \_\_\_\_\_ %..... \_\_\_\_\_

M. PERCENT OF UTILITY WITHOUT REAL PROPERTY INTEREST (412.1 COSTS, IF APPLICABLE) \_\_\_\_\_ %..... \_\_\_\_\_

- 1. STATE SHARE\* \_\_\_\_\_ % \_\_\_\_\_
- 2. UTILITY SHARE\* \_\_\_\_\_ % \_\_\_\_\_
- TOTAL STATE SHARE OF ITEM K (L + M.1 / K) \_\_\_\_\_ % ..... (L + M.1) \_\_\_\_\_

\* If cost sharing is not applicable, M.1 = 0.00% and M.2 = 100.00%. All percentages should be rounded to two decimal places.

N. SACRIFICED LIFE (VALUE OF FACILITIES REMOVED FROM PRIVATE RIGHT-OF-WAY AND NOT FUNCTIONALLY REPLACED) Totally reimbursable – attach detailed calculations ..... \_\_\_\_\_

TOTAL ESTIMATED AMOUNT OF REIMBURSEMENT (L + M.1 + N) ..... \_\_\_\_\_

### CONTRACTS

The items of work, so indicated in this Preliminary Estimate, are to be accomplished by contract because the utility may not be adequately staffed or equipped to perform this work with its own forces at the time of the relocation. The following contractual method will be used for the items indicated.

**1. Continuing Contracts**

The following Preliminary Estimate Items will be performed by the listed qualified contractors who normally perform such work for the Utility at reasonable costs under existing written continuing contracts.

- |               |                  |
|---------------|------------------|
| A. Item _____ | Contractor _____ |
| B. Item _____ | Contractor _____ |
| C. Item _____ | Contractor _____ |
| D. Item _____ | Contractor _____ |
| E. Item _____ | Contractor _____ |

The Commonwealth approved the method used to enter into continuing contracts on \_\_\_\_\_.

**2. Invitation to Bid:**

The following qualified contractors will be invited to bid on Items \_\_\_\_\_ of the Preliminary Estimate:

- A. Item \_\_\_\_\_
- B. Item \_\_\_\_\_
- C. Item \_\_\_\_\_

**3. Open Advertisement for Competitive Bids:**

Bids are required for certain items of the proposed relocation work when the cost exceed \$10,000. They will be solicited by open advertisement in publications for Items \_\_\_\_\_ of the Preliminary Estimate.

**4. Contractor(s) hired without Competitive Bidding** by Municipalities and Municipal Authorities: It is impractical to solicit bids for certain items of the proposed relocation work, the cost of which will not exceed \$10,000.00. A list of the items, the associated contractors and the justifications for each item is attached.

Department's Approval Date \_\_\_\_\_

**5. Relocation Work Incorporated Into the Highway Construction Contract:**

It is Cost effective to have certain items of the proposed relocation performed by the highway contractor. Those items of relocation work to be incorporated into the highway contract are described on the attached supplemental sheet along with a list of the material to be installed.

## **CONTRACTS**

### **- UTILITY COMPANIES OR CORPORATIONS -**

The continuing contractors and contractors from whom bids are invited are, in the opinion of the utility company, professionally qualified and financially capable of promptly and efficiently effecting their portion of this relocation.

Prior to the award of any contract for which bids were openly advertised, the Department shall be furnished a list of bidders and the total amount bid, along with assurance that the contract shall be awarded to the lowest qualified bidder, which in the judgment of the utility company, is professionally qualified, properly equipped and financially able to promptly effect completion of the proposed work.

### **- MUNICIPALITY OR MUNICIPAL AUTHORITY OWNED UTILITIES -**

- Prior to solicitation of bids, the municipality or municipal authority shall furnish the Department with a copy of its bid proposal and receive the Department's concurrence.
- Subsequent to its receipt of bids, the Municipality or Authority shall submit to the Department a list of bidders and the total amount bid by each.
- This submission shall designate the apparent successful contractor, along with assurance that the contractor is the lowest qualified bidder which is professionally qualified, properly equipped and financially able to promptly effect completion of the proposed work.
- Such contracts shall not be awarded until receipt of the Department's concurrence in such award.

### **- ALL UTILITIES -**

Preliminary Estimates requesting approval to hire a contractor without competitive bidding (Item 4 above) shall, in addition to the written justification, therefore, be supplemented by certification that the contractor to be hired is professionally qualified, properly equipped and financially able to promptly effect completion of the proposed work.