

DIVISION I GENERAL PROVISIONS

SECTION 1 DEFINITIONS AND TERMS

Working titles having a masculine gender, such as workman, workmen, foreman and pronouns such as he, his, him, are utilized in these specifications for the sake of brevity and are intended to refer to persons of either sex. Wherever, in these specifications or other contract documents the following terms are used, the intent and meaning shall be interpreted as follows.

1.1 ABBREVIATIONS - Wherever the following abbreviations are used in these specifications or on other contract documents, they are to be construed the same as the respective expressions and to mean the code or standard that is in effect at the date of advertising for bids:

AAN	American Association of Nurserymen
AAR	Association of American Railroads
AASHTO	American Association of State Highway and Transportation Officials
AGC	Associated General Contractors of America
AIA	American Institute of Architects
AISC	American Institute of Steel Construction
AISI	American Iron and Steel Institute
ANSI	American National Standards
ARA	American Railway Association
AREA	American Railway Engineering Association
ASCE	American Society of Civil Engineers
ASLA	American Society of Landscape Architects
ASTM	American Society for Testing and Materials
AWPA	American Wood Preservers Association
AWWA	American Water Works Association
AWS	American Welding Society
BIA	Bureau of Indian Affairs
COE	Corps of Engineers
FHWA	Federal Highway Administration
FAA	Federal Aviation Administration
FSS	Federal Specifications and Standards
GSA	General Services Administration
ICC	Interstate Commerce Commission
IPCEA	Insulated Power Cable Engineers Association
ITE	Institute of Transportation Engineers
MUTCD	Manual of Uniform Traffic Control Devices
NEC	National Electrical Code
NEMA	National Electrical Manufacturers Association
RETMA	Radio Electronic Television Manufacturers Association
SAE	Society of Automotive Engineers
SHOP	State Historical Preservation Office
SSPC	Steel Structures Painting Council
UL	Underwriters Laboratory

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- 1.2 ADDENDUM** - Changes to the contract proposal documents issued by the contracting agency prior to the time of opening of proposals.
- 1.3 ADVERTISEMENT** - A public announcement inviting bids for work to be performed or materials to be furnished.
- 1.4 AREA ENGINEER** - A representative of the Director of Operations acting under the supervision of the Region Engineer and in charge of assigned operations within a designated area.
- 1.5 AWARD** - The acceptance by the Department of a bid proposal.
- 1.6 BASE COURSE** - The layer or layers of specified select material placed on a subbase or a subgrade to support a surface course.
- 1.7 BIDDER** - An individual, partnership, firm, corporation or an acceptable combination thereof, such as a joint venture, submitting a proposal.
- 1.8 BID SCHEDULE** - The list of bid items, together with estimated quantities appearing in the proposal form.
- 1.9 BRIDGE** - A structure, including supports, erected over a depression or an obstruction, such as water, highway, or railway, said structure having a length measured along the center of roadway of more than twenty feet (six meters) between undercopings of abutments or extreme ends of openings for multiple boxes and pipes where the clear distance between openings is less than half of the smaller contiguous opening.
- Bridge Length** - The greater dimension of a structure measured along the center of the roadway between backs of abutment backwalls or between ends of bridge floor.
- Bridge Roadway Width** - The clear width of structure measured at right angles to the center of the roadway between the bottom of curbs or, if curbs are not used, between the innerfaces of parapet or railing.
- 1.10 CALENDAR DAY** - A day shown on the calendar, beginning and ending at midnight.
- 1.11 CHANGE ORDER** - A written order issued by the Engineer to the Contractor, covering changes in the plans, specifications, or quantities within the scope of the contract and establishing the basis of payment and time adjustments for the work affected by the changes.
- 1.12 COMMISSION** - The Transportation Commission as constituted under the laws of South Dakota.
- 1.13 CONTRACT** - The written agreement between the Department and the Contractor setting forth the obligations of the parties for the performance of the prescribed work.

The contract includes the invitation for bids, proposal, contract form and contract bond,

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specifications, supplemental specifications, special provisions, general and detailed plans, notice to proceed; also, addendums, change orders and agreements that are required to complete construction of the work, including authorized extensions of time, all of which constitute one instrument.

- 1.14 CONTRACT ITEM (Pay Item)** - A specific unit of work for which a price is provided in the contract.
- 1.15 CONTRACT PERFORMANCE BOND** - The security executed by the Contractor and furnished to the Department to guarantee performance of the work in accordance with the contract.
- 1.16 CONTRACT TIME** - The number of working days allowed for completion of the contract or date work is to be completed.
- 1.17 CONTRACTOR** - The individual, partnership, firm, corporation or joint venture contracting with the Department for performance of prescribed work.
- 1.18 COUNTY** - The county in which the work is to be done.
- 1.19 CRUSHED MATERIAL** - Granular material of which 30 percent of the particles retained on the #4 (4.75 mm) sieve shall contain one or more fractured faces, unless more stringent requirements are specified in the contract.
- 1.20 CULVERT** - A structure not classified as a bridge which provides an opening under the roadway.
- 1.21 DEPARTMENT** - The Department of Transportation as constituted under the laws of South Dakota.
- 1.22 ENGINEER** - The State Highway Engineer acting directly or through the Director of Operations or through authorized representatives responsible for engineering supervision of the Contract Work.
- 1.23 EQUIPMENT** - Machinery, tools, implements or apparatus together with supplies for maintenance and upkeep, necessary for the construction and completion of the project.
- 1.24 EROSION CONTROL** - Those items necessary to the completed highway which provide for the preservation of landscape materials and features. The rehabilitation and protection against erosion of areas disturbed by construction through seeding, sodding, mulching and the placing of other ground covers. Such suitable planting and other improvements as may increase the effectiveness and enhance the appearance of the highway.
- 1.25 ESTIMATE OF QUANTITIES** - Plan shown summary of the estimated quantities of work necessary to complete the project.
- 1.26 EXPERIENCE QUESTIONNAIRE** - The forms on which the Contractor shall furnish required information as to their ability to perform and finance work.

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- 1.27 EXTRA WORK** - An item of work not provided for in the contract as awarded but found by the Engineer essential to the satisfactory completion of the contract within its intended scope.
- 1.28 EXTRA WORK AUTHORIZATION** - An agreement between the Department and the Contractor to perform extra work at agreed prices or on a force account basis.
- 1.29 HOLIDAYS** - In the State of South Dakota holidays occur on the first day of every week, known as Sunday; the first day of January, commonly known as New Year's Day; the third Monday in January, commonly known as Martin Luther King Jr. Day; the third Monday in February, commonly known as Presidents Day; the last Monday of May, commonly known as Memorial Day; the fourth day of July, commonly known as Independence Day; the first Monday in September, commonly known as Labor Day; the second Monday in October, commonly known as Native American Day; the eleventh day of November, commonly known as Veterans' Day; the fourth Thursday in November, commonly known as Thanksgiving Day; and the twenty-fifth day of December, commonly known as Christmas Day; and every day designated by the President of the United States, or by the Governor of this State for a public fast, thanksgiving, or holiday shall be observed in this State as a legal holiday.
- If the fourth day of July, the eleventh day of November, the first day of January, or the twenty-fifth day of December falls upon a Sunday, the Monday following is a legal holiday and shall be so observed; and if any such day falls upon a Saturday, the preceding Friday is also a legal holiday and both days shall be so observed.
- 1.30 INSPECTOR** - The Engineer's authorized representative assigned to make detailed inspections of contract performance.
- 1.31 INVITATION FOR BIDS** - The advertisement for bid proposals for work or materials. The advertisement will indicate with reasonable accuracy the quantity and location of the work to be done or the character and estimated quantity of the material to be furnished and the time and place of the opening of bid proposals.
- 1.32 LABORATORY** - The testing laboratory of the Department or other testing laboratory which may be designated by the Engineer.
- 1.33 MATERIALS** - Substances specified for use in the construction of the project.
- 1.34 METRIC TON** - A measure of weight in the metric system equal to 1000 kilograms.
- 1.35 NOTICE TO PROCEED** - Written notice to the Contractor to begin with the contract work.
- 1.36 PAVEMENT STRUCTURE** - The combination of subbase, base course, and surface course placed on a subgrade to support and distribute the traffic load to the roadbed.
- 1.37 PLANS** - The contract drawings which show the location, character, and dimensions of the prescribed work, including layouts, profiles, cross sections, and contract documents.

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- 1.38 PROFILE GRADE** - The trace of a vertical plane usually intersecting the top surface of the proposed subgrade surface, usually along the longitudinal centerline of the roadbed. Profile grade means either elevation or gradient of such trace according to the context.
- 1.39 PROJECT** - The specific section of the highway together with all appurtenances and construction to be performed under the contract.
- 1.40 PROPOSAL** - The offer of a bidder, on the prescribed form, to perform the work at the prices quoted.
- 1.41 PROPOSAL FORM** - The prescribed form on which the offer of a bidder is submitted.
- 1.42 PROPOSAL GUARANTY** - The security furnished with a bid to guarantee that the bidder will enter into the contract if the bid proposal is accepted.
- 1.43 REGION ENGINEER** - A representative of the Director of Operations in charge of assigned operations within a region.
- 1.44 RIGHT-OF-WAY** - A general term denoting land, property, or interest therein acquired for or devoted to a highway use.
- 1.45 ROAD** - A general term denoting a public way for purposes of vehicular travel, including the entire area within the right-of-way.
- 1.46 ROADBED** - The graded portion of a highway within top and side slopes, prepared as a foundation for the pavement structure and shoulders.
- 1.47 ROADSIDE** - A general term denoting the area adjoining the outer edge of the roadway. Extensive areas between the roadways of a divided highway may also be considered roadside.
- 1.48 ROADWAY** - The portion of a highway within limits of construction.
- 1.49 SHOULDER** - The portion of the roadway contiguous with the traveled way for accommodation of stopped vehicles, for emergency use, and for lateral support of base and surface courses.
- 1.50 SIDEWALK** - That portion of the roadway primarily constructed for the use of pedestrians.
- 1.51 SPECIAL PROVISIONS** - Additions and revisions to the standard and supplemental specifications applicable to an individual project.
- 1.52 SPECIFICATIONS** - A general term applied to all directions, provisions and requirements pertaining to performance of the work.
- 1.53 STANDARD SPECIFICATIONS** - A book of specifications approved for general applications and repetitive use.

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- 1.54 STATE** - The State of South Dakota acting through its authorized representative.
- 1.55 STREET** - A general term denoting a public way for purposes of vehicular travel, including the entire area within the right-of-way.
- 1.56 STRUCTURES** - Bridges, culverts, catch basins, drop inlets, retaining walls, cribbing, manholes, endwalls, buildings, sewers, service pipes, underdrains, foundation drains and other features which may be encountered in the work and not otherwise classified.
- 1.57 SUBBASE** - The layer or layers of specified or selected material of designated thickness placed on a subgrade to support a base course or a surface course.
- 1.58 SUBCONTRACTOR** - An individual, partnership, firm, corporation or a joint venture, to which the Contractor sublets part of the contract.
- 1.59 SUBGRADE** - The top surface of a roadbed upon which the pavement structure and shoulders, including curbs, are constructed.
- 1.60 SUBSTRUCTURE** - That part of a structure below the bearings of simple and continuous spans, skewback of arches and tops of footings of rigid frames; including backwalls, wingwalls and wing protection railings. For reinforced concrete slab bridges, that portion below the deck slab.
- 1.61 SUPERINTENDENT** - The Contractor's authorized representative in responsible charge of the contract work.
- 1.62 SUPERSTRUCTURE** - The entire structure except the substructure.
- 1.63 SUPPLEMENTAL SPECIFICATIONS** - Approved additions and revisions to the standard specifications.
- 1.64 SURETY** - The corporation, partnership or individual, other than the Contractor, executing a bond furnished by the Contractor.
- 1.65 SURFACE COURSE** - One or more layers of a pavement structure designed to accommodate the traffic load, the top layer of which resists skidding, traffic abrasion, and the disintegrating effects of climate. The top layer sometimes called "Wearing Course".
- 1.66 TITLES (OR HEADINGS)** - The titles or headings of the sections and subsections herein are intended for convenience of reference and shall not have any bearing on their interpretation.
- 1.67 TOWNSHIP, CITY, TOWN OR DISTRICT** - A subdivision of the county used to designate or identify the location of the project.
- 1.68 TRAVELED WAY** - The portion of the roadway for the movement of vehicles, exclusive of shoulders and auxiliary lanes.

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- 1.69 WORK** - Work shall include the furnishing of labor, materials, equipment, and incidentals necessary to the successful completion of the contract.
- 1.70 WORKING DRAWINGS** - Stress sheets, shop drawings, erection plans, falsework plans, framework plans, bending diagrams for reinforcing steel, or supplementary plans or similar data which the Contractor is required to submit to the Engineer for review.
- 1.71 WRITTEN ORDER** - An order, issued in writing by the Engineer, of a contractual status requiring performance by the Contractor without negotiation of any sort.
- 1.72** When the contract provides that work shall be "contemplated, required, determined, directed, specified, authorized, ordered, given, designated, indicated, considered necessary, deemed necessary, permitted, reserved, suspended, established, approval, approved, disapproved, acceptable, unacceptable, suitable, accepted, satisfactory, unsatisfactory, sufficient, insufficient, rejected, or condemned," it shall be understood that these expressions are followed by the words "by the Engineer" or "to the Engineer" unless the contents of the specification clearly indicates otherwise. Whenever the term "provide" is used in these specifications it shall be interpreted to mean both furnish and install.