

# DIVISION 1 GENERAL REQUIREMENTS

## 1-01 DEFINITIONS AND TERMS

### 1-01.1 General

The following abbreviations and terms are defined here as they are used in any Contract documents and Specifications. When used in the Proposal Form to denote items of Work and units of measurements, abbreviations are defined to mean the full expression.

### 1-01.2 Abbreviations

#### 1-01.2(1) Associations and Miscellaneous

These abbreviations are used in Plans and Specifications as defined here:

AAA	American Arbitration Association
AAR	Association of American Railroads
AASHTO	American Association of State Highway and Transportation Officials
ACI	American Concrete Institute
AGA	American Gas Association
AGC	Associated General Contractors of America
AI	Asphalt Institute
AIA	American Institute of Architects
AISC	American Institute of Steel Construction
AISI	American Iron and Steel Institute
AITC	American Institute of Timber Construction
AMS	Aerospace Material Specification
ANLA	American Nursery and Landscape Association
ANSI	American National Standards Institute
APA	American Plywood Association
API	American Petroleum Institute
APWA	American Public Works Association
ARA	American Railway Association
AREA	American Railway Engineering Association
ARTBA	American Road & Transportation Builders Association
ASA	American Standards Association
ASCE	American Society of Civil Engineers
ASLA	American Society of Landscape Architects
ASME	American Society of Mechanical Engineers
ASNT	American Society for Nondestructive Testing
ASTM	American Society for Testing and Materials
AWPA	American Wood Preservers' Association
AWS	American Welding Society
AWWA	American Water Works Association
CFR	Code of Federal Regulations
CLI	Chain Link Institute

---

CRAB	County Road Administration Board
CRSI	Concrete Reinforcing Steel Institute
DIPRA	Ductile Iron Pipe Research Association
EEI	Edison Electric Institute
EPA	Environmental Protection Agency
ESAL	Equivalent Single Axle Loads
FHWA	Federal Highway Administration
FOP	Field Operating Procedure
FSS	Federal Specifications and Standards, General Services Administration
HUD	United States Department of Housing and Urban Development
ICEA	Insulated Cable Engineers Association
IEEE	Institute of Electrical and Electronics Engineers
ITE	Institute of Transportation Engineers
IES	Illumination Engineering Society
IMSA	International Municipal Signal Association
LID	Local Improvement District
LPI	Lighting Protection Institute
MSHA	Mine Safety and Health Act
MUTCD	Manual on Uniform Traffic Control Devices
NEC	National Electrical Code
NEMA	National Electrical Manufacturers' Association
NEPA	National Environmental Policy Act
NFPA	National Fire Protection Association
NIST	National Institute of Standards and Technology
NRMCA	National Ready Mix Concrete Association
OMWBE	Office of Minority and Women's Business Enterprises
OSHA	Occupational Safety and Health Administration
PCA	Portland Cement Association
PPI	Plastic Pipe Institute
P/PCI	Precast/Prestressed Concrete Institute
QPL	Qualified Products List
RAM	Request for Approval of Material
RCW	Revised Code of Washington (Laws of the State)
RID	Road Improvement District
SAE	Society of Automotive Engineers
SEPA	State Environmental Policy Act
SOP	Standard Operating Procedure
SSPC	Steel Structures Painting Council
TIB	Transportation Improvement Board
UL	Underwriter Laboratory
ULID	Utility Local Improvement District

UMTA	Urban Mass Transit Administration
WAC	Washington Administrative Code
WAQTC	Western Alliance for Quality Transportation Construction
WCLIB	West Coast Lumber Inspection Bureau
WISHA	Washington Industrial Safety and Health Administration
WRI	Wire Reinforcement Institute
WSDOE	Washington State Department of Ecology
WSDOT	Washington State Department of Transportation
WWPA	Western Wood Products Association

### 1-01.2(2) Items of Work and Units of Measurement

Plans and Specifications may include common engineering and construction abbreviations. Many such abbreviations need no definition. But when the following abbreviations are used, they will only mean:

Agg.	Aggregate
Al.	Aluminum
ATB	Asphalt Treated Base
BST	Bituminous Surface Treatment
Cl.	Class
Cfm	Cubic Feet per Minute
Cfs	Cubic Feet per Second
Comb.	Combination
Conc.	Concrete
CPF	Composite Pay Factor
Crib.	Cribbing
Culv.	Culvert
cy or cu yd.	Cubic Yard
Diam.	Diameter
ESAL	Equivalent Single Axle Loads
Est.	Estimate or Estimated
Excl.	Excluding
F	Fahrenheit
Gph	Gallon per Hour
Gpm	Gallon per Minute
Hund.	Hundred
HMA	Hot Mix Asphalt
In.	Inch
Incl.	Including
JMCIF	Job Mix Compliance Incentive Factor
JMF	Job Mix Formula
Lb	Pound(s)
LF or Lin. Ft.	Linear Foot (Feet)
LS	Lump Sum

M	Thousand
MBM	Thousand Feet Board Measure
MUTS	Minimum Ultimate Tensile Strength
PCPS	Precast Prestressed
Pres.	Pressure
PSI	Pounds per Square Inch
PVC	Polyvinyl Chloride
RAP	Recycled Asphalt Pavement
Reg.	Regulator
Reinf.	Reinforced, Reinforcing
Sec.	Section
St.	Steel
Str.	Structural
sy or sq. yd.	Square Yard(s)
Th.	Thick or Thickness
Tr.	Treatment
Va	Air Voids
VC	Vitrified Clay
VFA	Voids Filled with Asphalt
VMA	Voids in Mineral Aggregate

### 1-01.3 Definitions

#### **Addendum**

A written or graphic document, issued to all Bidders and identified as an Addendum prior to Bid opening, which modifies or supplements the Bid Documents and becomes a part of the Contract.

#### **Auxiliary Lane**

The part of the Roadway next to Traveled Ways for parking, speed changes, turning, weaving, truck climbing or for anything that adds to through traffic movement.

#### **Award**

The formal decision of the Contracting Agency to accept the lowest responsible and responsive Bidder for the Work.

#### **Bid, Proposal**

The offer of a Bidder on a properly completed Proposal Form to perform the Contract.

#### **Bidder**

An individual, partnership, firm, corporation, or joint venture, submitting a Proposal or Bid. When required by law or otherwise the individual, partnership, firm, corporation, or joint venture shall be prequalified.

#### **Bid Documents**

The component parts of the proposed Contract which may include, but are not limited to, the Proposal Form, the proposed Contract Provisions, the proposed Contract Plans, Addenda, and subsurface boring logs (if any).

**Bridge Approach Embankments**

An embankment beneath a Structure and extending 100-feet beyond a Structure's end (at Subgrade elevation for the full embankment width) plus an access ramp on a 10:1 slope to the original ground elevation. Also, any embankment that replaces unsuitable foundation soil beneath the Bridge Approach Embankment.

**Call for Bids (Advertisement for Bids)**

The published public notice soliciting Proposals or Bids for Work stating, among other things, the time, place, and date for receiving and opening the Bids.

**Commission, Washington State Transportation Commission**

The appointive body having authority over state transportation matters as provided by law.

**Completion Dates**

Substantial Completion Date is the day the Engineer determines the Contracting Agency has full and unrestricted use and benefit of the facilities, both from the operational and safety standpoint, all the initial plantings are completed and only minor incidental work, replacement of temporary substitute facilities, plant establishment periods, or correction or repair remains for the Physical Completion of the total Contract.

Physical Completion Date is the day all of the Work is physically completed on the project. All documentation required by the Contract and required by law does not necessarily need to be furnished by the Contractor by this date.

Completion Date is the day all the Work specified in the Contract is completed and all the obligations of the Contractor under the Contract are fulfilled by the Contractor. All documentation required by the Contract and required by law must be furnished by the Contractor before establishment of this date.

**Contract**

The written agreement between the Contracting Agency and the Contractor. It describes, among other things:

1. What work will be done, and by when;
2. Who provides labor and materials; and
3. How Contractors will be paid.

The Contract includes the Contract (agreement) Form, Bidder's completed Proposal Form, Contract Provisions, Contract Plans, standard Specifications, Standard Plans, Addenda, various certifications and affidavits, supplemental agreements, change orders, and subsurface boring logs (if any).

**Contract Bond**

The approved form of security furnished by the Contractor and the Contractor's Surety as required by the Contract, that guarantees performance of all the Work required by the Contract and payment to anyone who provides supplies or labor for the performance of the Work.

**Contract Form (Agreement Form)**

The form provided by the Contracting Agency that requires the authorized signatures of the Contractor and the Contracting Agency to result in formal execution of the Contract.

**Contracting Agency**

Agency of Government that is responsible for the execution and administration of the Contract.

**Contractor**

The individual, partnership, firm, corporation, or joint venture, Contracting with the Contracting Agency to do prescribed Work.

**Contract Plans**

A publication addressing the Work required for an individual project. At the time of the call for Bids, the Contract Plans may include, but are not limited to, the following: a vicinity map, a summary of quantities, structure notes, signing information, traffic control plans, and detailed drawings; all for a specific individual project. At the time of the Contract execution date, the Contract Plans include any Addenda.

**Contract Provisions**

A publication addressing the Work required for an individual project. At the time of the call for Bids, the Contract Provisions may include, for a specific individual project, the amendments to the standard Specifications, the Special Provisions, a listing of the applicable Standard Plans, the prevailing minimum hourly wage rates, and an informational Proposal Form with the listing of Bid items. The proposed Contract Provisions may also include, for a specific individual project, the Required Contract Provisions Federal-aid Construction Contracts, and various required certifications or declarations. At the time of the Contract execution date, the Contract Provisions include the proposed Contract Provisions and include any Addenda, a copy of the Contract Form, and a copy of the Proposal Form with the Contract prices and extensions.

**Department, Department of Transportation**

The State Agency authorized by law to administer transportation-related work.

**Engineer**

The Contracting Agency's representative who administers the construction program for the Contracting Agency.

**Federal Highway Administration**

The Federal Agency authorized to approve plans and contracts for Federal-Aid Highway projects. They also inspect such projects to ensure Contract compliance.

**Frontage Road**

A local street or road usually next to an arterial Highway that serves abutting property and adjacent areas and controls access.

**Highway**

A public way for vehicles, including the entire Right of Way.

**Inspector**

The Project Engineer's representative who inspects Contract performance in detail.

**Laboratory**

The laboratories of the Contracting Agency, or other laboratories the Contracting Agency authorizes to test Work, soils, and materials.

**Plans**

The Contract Plans or Standard Plans which show location, character, and dimensions of prescribed Work including layouts, profiles, cross-sections, and other details.

**Project Engineer**

The Engineer's representative who directly supervises the engineering and administration of a construction project.

**Proposal Form**

The form provided to Bidders by the Contracting Agency for submittal of a Proposal or Bid to the Contracting Agency for a specific project. The form includes the item number, estimated plan quantity, and item description of the Bid items along with blank spaces to be completed by the Bidder for the unit prices, extensions, the total Bid amount, signatures, date, acknowledgment of Addenda, and the Bidder's address. The required certifications and declarations are part of the form.

**Right of Way**

Land, property, or property interest, usually in a strip, acquired for or devoted to transportation purposes.

**Roadbed**

The graded part of the Roadway within top and side slopes, prepared as a foundation for the pavement structure and Shoulders.

**Roadway**

The portion of the Right of Way within the outside limits of the side slopes.

**Secretary, Secretary of Transportation**

The chief executive officer of the Department and other authorized representatives.

**Shoulder**

The part of the Roadway next to the Traveled Way or Auxiliary Lanes. It provides lateral support of base and surface courses and is an emergency stopping area for vehicles.

**Special Provisions**

Supplemental Specifications and modifications to the standard Specifications and the amendments to the standard Specifications that apply to an individual project.

**Specifications**

Provisions and requirements for the prescribed Work.

**Standard Plans**

A manual of specific plans or drawings adopted by the Contracting Agency which show frequently recurring components of Work that have been standardized for use.

**State**

The state of Washington acting through its representatives.

**Structures**

Bridges, culverts, catch basins, drop inlets, retaining walls, cribbing, manholes, endwalls, buildings, service pipes, sewers, underdrains, foundation drains, and other features found during Work that the Contract may or may not classify as a Structure.

**Subcontractor**

An individual, partnership, firm, corporation, or joint venture who is sublet part of the Contract by the Contractor.

**Subgrade**

The top surface of the Roadbed on which subbase, base, surfacing, pavement, or layers of similar materials are placed.

**Substructure**

The part of the Structure *below*:

1. The bottom of the grout pad for the simple and continuous span bearing, or
2. The bottom of the girder or bottom slab soffit, or
3. Arch skewbacks and construction joints at the top of vertical abutment members or rigid frame piers.

Substructures include endwalls, wingwalls, barrier and railing attached to the wingwalls, and cantilever barriers and railings.

**Superstructure**

The part of the Structure *above*:

1. The bottom of the grout pad for the simple and continuous span bearing, or
2. The bottom of the girder or bottom slab soffit, or
3. Arch skewbacks and construction joints at the top of vertical abutment members or rigid frame piers.

and extending:

1. from the back of pavement seat to the back of pavement seat when the endwalls are attached to the Superstructure, or
2. from the expansion joint at the end pier to the expansion joint at the other end pier when the endwalls are not attached to the Superstructure.

Superstructures include, but are not limited to, girders, slab, barrier, and railing attached to the Superstructure.

Superstructures do not include endwalls, wingwalls, barrier and railing attached to the wingwalls, and cantilever barriers and railings unless supported by the Superstructure.

**Surety**

A company that is bound with the Contractor to ensure performance of the Contract, payment of all obligations pertaining to the Work, and fulfillment of such other conditions as are specified in the Contract, Contract Bond, or otherwise required by law.

**Titles (or Headings)**

The titles or headings of the sections and subsections herein are intended for convenience of reference and shall not be considered as having any bearing on their interpretation.

**Traveled Way**

That part of the Roadway made for vehicle travel excluding Shoulders and Auxiliary Lanes.

**Work**

The provision of all labor, materials, tools, equipment, and everything needed to successfully complete a project according to the Contract.

**Working Drawings**

Shop drawings, shop plans, erection plans, falsework plans, framework plans, cofferdam, cribbing and shoring plans, bending diagrams for reinforcing steel, or any other supplementary plans or similar data, including a schedule of submittal dates for Working Drawings where specified, which the Contractor must submit to the Engineer for approval.