

# INSTRUCTIONAL AND INFORMATIONAL MEMORANDA

## LOCATION AND DESIGN DIVISION

SEPTEMBER 2011

### INDEX

Acceleration/Deceleration Lanes.....	IIM-LD-20
Access Points – Interstate Highway .....	IIM-LD-200
Accident Analysis – Interstate 4R Projects .....	IIM-LD-177
Approved Products.....	IIM-LD-222
Asphalt Pavements/Surface Course Requirements.....	IIM-LD-158
Asphalt Paving Under Guardrail & Shoulder Slot Inlets .....	IIM-LD-150
Attenuators .....	IIM-LD-222
Average Running Speed.....	IIM-LD-117
Backfill.....	IIM-LD-225
Barriers .....	IIM-LD-222
Bedding.....	IIM-LD-225
Board Policies - Town, City & Other Participation .....	IIM-LD-146
Brick – Pavers .....	IIM-LD-218
Bridge - Shoulder Slot Inlets .....	IIM-LD-150
Bridge - Substandard Bridge Design Exception - Interstate 4R Projects .....	IIM-LD-177
Buildings – Permit Requirements / Virginia Uniform Statewide Building Code.....	IIM-LD-247
Capital Outlay Code – FHWA-534 (Highway)/Project Identifiers.....	IIM-LD-151
Cement and Lime Stabilization.....	IIM-LD-158
Clearing and Grubbing.....	IIM-LD-202
Computer Design .....	IIM-LD-232
Computer Job Number.....	IIM-LD-204
Computer Listings – Note on plans .....	IIM-LD-204
Computer Listings – Roadway Design.....	IIM-LD-118
Concrete Median Barrier Drop Inlet.....	IIM-LD-184
Concrete Pavers.....	IIM-LD-218
Concurrent Engineering Process .....	IIM-LD-226
Construction Entrances.....	IIM-LD-11
Construction Estimates - Railroad Force Account.....	IIM-LD-143
Construction Signs .....	IIM-LD-213
Construction Surveying.....	IIM-LD-152
Construction Work Zones .....	IIM-LD-93
Context Sensitive Solutions .....	IIM-LD-235
Copyrights.....	IIM-LD-186

Cost Estimates .....	IIM-LD-183
Crash Cushions.....	IIM-LD-222
Critical Infrastructure Information (CII) .....	IIM-LD-236
Crossover - Pavement Designs and Left Turn Lanes .....	IIM-LD-158
Crosswalks - Pavers .....	IIM-LD-218
Curb Ramps for Persons with Mobility Impairments.....	IIM-LD-55
Deceleration/Acceleration Lanes.....	IIM-LD-20
Demolition and Obscuring Old Pavement and Roadways.....	IIM-LD-47
Design Data Requirements .....	IIM-LD-68
Design Exceptions .....	IIM-LD-227
Design Speed.....	IIM-LD-117
Design Using Computer Data.....	IIM-LD-118
Design Waivers.....	IIM-LD-227
<b>Drainage</b>	
Asphalt Paving Under Guardrail .....	IIM-LD-150
Board Policies on Participation by Towns, Cities and Others.....	IIM-LD-146
Concrete Median Barrier Drop Inlet .....	IIM-LD-184
Erosion and Sediment Control .....	IIM-LD-11
Management of Stormwater.....	IIM-LD-195
Median Barrier Design DI-10D, 10E, 10F.....	IIM-LD-184
Multiple Barrel Culverts .....	IIM-LD-214
Natural Channel Design .....	IIM-LD-233
Plan Quantity Items .....	IIM-LD-135
Pipe Rehabilitation.....	IIM-LD-244
Riprap.....	IIM-LD-73
Shoulder Slot Inlets.....	IIM-LD-150
Soil Stabilization Mat EC-3.....	IIM-LD-166
Special Design Median Barrier .....	IIM-LD-184
Stormwater - Management of.....	IIM-LD-195
Stormwater Pollution Prevention Plan .....	IIM-LD-246
Utility Conflicts.....	IIM-LD-140
Virginia Stormwater Management Program .....	IIM-LD-242
Earthwork Quantities.....	IIM-LD-138
Electronic Files .....	IIM-LD-204
Engineering Process.....	IIM-LD-226
Erosion and Vegetation Control - Asphalt Curbs, Gutters and Paving.....	IIM-LD-150
Erosion and Sediment Control.....	IIM-LD-11
Estimate, Project .....	IIM-LD-183
Exceptions, Design .....	IIM-LD-227
Expansion Joints .....	IIM-LD-190
Fixed Object Attachment.....	IIM-LD-150
Funding Allocation/Verification/Develop. Process.....	IIM-LD-68
General Notes .....	IIM-LD-110

**Grading**

Clearing and Grubbing .....IIM-LD-202  
 Demolition of Existing Pavement and Obscuring Old Road .....IIM-LD-47  
 Earthwork Quantities .....IIM-LD-138  
 Plan Quantity.....IIM-LD-135  
 Summary.....IIM-LD-138  
 Temporary Erosion and Sediment Control .....IIM-LD-11  
 Utility Conflicts.....IIM-LD-140  
 Grass Seed Mixture .....IIM-LD-122  
 Guardrail - Fixed Object Attachment.....IIM-LD-150  
 Guardrail - Pre-Boring .....IIM-LD-131  
 Guardrail - Reuse Existing .....IIM-LD-119  
 Guardrail - Asphalt Paving under .....IIM-LD-150  
 Guardrail – Repairs.....IIM-LD-220  
  
 Handicap - Curb Ramps .....IIM-LD-55  
 Hazardous Material/Waste Site .....IIM-LD-191  
 Highway Capital Outlay Code-FHWA-534 (Highway and Project Identification) .....IIM-LD-151  
 Historical Marker Relocation .....IIM-LD-224  
 Hydraulic Cement and Lime Stabilization .....IIM-LD-158

IGrds .....IIM-LD-232

**Incidentals**

Asphalt Pavements.....IIM-LD-158  
 Construction Surveying .....IIM-LD-152  
 Construction Zone Safety.....IIM-LD-93  
 Curb Ramps for Persons with Mobility Impairments .....IIM-LD-55  
 Demolition of Existing Pavement and Obscuring of Old Road .....IIM-LD-47  
 Guardrail - Asphalt Paving/Fixed Object Attachment.....IIM-LD-150  
 Guardrail - Pre-Boring .....IIM-LD-131  
 Guardrail - Reuse of Existing .....IIM-LD-119  
 Hazardous Material/Waste Sites .....IIM-LD-191  
 Median Barrier Design.....IIM-LD-184  
 Pavement Marking, Construction Signs .....IIM-LD-213  
 Plan Quantities.....IIM-LD-135  
 Railroad Force Account Work, Railway Flagging and Watchman Service.....IIM-LD-143  
 Rumble Strips .....IIM-LD-212  
 Soil Stabilization Mat - Standard EC-3 Type A & B.....IIM-LD-166  
 Special Design Median Barrier .....IIM-LD-184  
 Temporary Diversion Channels .....IIM-LD-11

**Insertable Sheets**

GR-FOA-3W-Beam Guardrail Installation Criteria (A-47).....IIM-LD-150  
 Perpendicular Curb Ramp-Access for Mobility Impairments (CG-12A) (A-59) .....IIM-LD-55  
 Grading Diagram and Summary (A-71) .....IIM-LD-138  
 Underground Utility Test Hole Information (A-41).....IIM-LD-140  
 Wetland Compensation Plant List, Summary and Notes (A-106).....IIM-LD-217  
 Interstate 4R Projects - Substandard Bridge Design Exceptions/Accident Analysis .....IIM-LD-177  
 Interstate System - Justification for Additional or Revised Access Points.....IIM-LD-200  
 Intergrated Project Management (iPM) .....IIM-LD-234

Lime Stabilization .....	IIM-LD-158
Lighting.....	IIM-LD-231
Maintenance of Traffic .....	See Sequence of Construction
Management of Stormwater .....	IIM-LD-195
Materials for Traffic Maintenance During Construction .....	IIM-LD-93
Median Barrier Design .....	IIM-LD-184
Multiple Barrel Culverts .....	IIM-LD-214
NCHRP .....	IIM-LD-222
Note on Road Plans .....	IIM-LD-204
Natural Channel Design .....	IIM-LD-233
Obscuring Old Road.....	IIM-LD-47
Occupiable Spaces / Buildings.....	IIM-LD-247
Operating Speed .....	IIM-LD-117
Paved Shoulders .....	IIM-LD-158
<b>Pavement</b>	
Asphalt Pavement Weights .....	IIM-LD-158
Asphalt Paving Under Guardrail .....	IIM-LD-150
Cement and Lime Stabilization .....	IIM-LD-158
Crossovers and Left-Turn Lanes .....	IIM-LD-158
Demolition and Obscuring of Old Pavement .....	IIM-LD-47
Expansion Joints.....	IIM-LD-190
Maintenance of Traffic .....	IIM-LD-93
Marking (Construction Signs).....	IIM-LD-213
Material Beneath Approach Slabs .....	IIM-LD-158
Nomenclature of Materials on Plans.....	IIM-LD-158
Paved Shoulder .....	IIM-LD-158
Priming of Subsurface Material.....	IIM-LD-158
Ramp Gore Areas.....	IIM-LD-20
Secondary Roads (Blotted Seal Coat).....	IIM-LD-158
Sidewalks/Crosswalks Using Solid Paving Units (A-97).....	IIM-LD-218
Surface Treatments - Blotted Seal Coats.....	IIM-LD-158
Pipe Culvert Backfill .....	IIM-LD-225
Pipe Culvert Bedding .....	IIM-LD-225
Pipe Rehabilitation .....	IIM-LD-244
Plan Quantity Items .....	IIM-LD-135

**Plans**

Asphalt Pavements.....IIM-LD-158  
 Asphalt Paving Under Guardrail and Shoulder Slot Inlets.....IIM-LD-150  
 Clearing and Grubbing .....IIM-LD-202  
 Concrete Median Barrier Drop Inlet.....IIM-LD-184  
 Curb Ramps for Persons with Mobility Impairments.....IIM-LD-55  
 Demolition of Existing Pavement and Obscuring of Old Road.....IIM-LD-47  
 Design Speed on Plans.....IIM-LD-117  
 Electronic Plans .....IIM-LD-204  
 Erosion and Sediment Control.....IIM-LD-11  
 Expansion Joints.....IIM-LD-190  
 General Notes.....IIM-LD-110  
 Guardrail - Reuse of Existing .....IIM-LD-119  
 Highway Capital Outlay Code .....IIM-LD-151  
 Plan Development ..... IIM-LD-68, IIM-LD-226  
 Median Barrier Design.....IIM-LD-184  
 Pavement Markings, Construction Signs .....IIM-LD-213  
 Plan Quantities.....IIM-LD-135  
 Project Design Using Computer Data.....IIM-LD-118  
 Railroad Force Account Work.....IIM-LD-143  
 Ramp Terminal Designs.....IIM-LD-20  
 Riprap.....IIM-LD-73  
 Rumble Strips .....IIM-LD-212  
 Soil Stabilization Mat - Standard EC-3 Type A & B.....IIM-LD-166  
 Special Design Median Barrier .....IIM-LD-184  
 Submittal Process.....IIM-LD-68  
 Utility Conflicts.....IIM-LD-140

**Policies and Procedures**

Asphalt Pavement under Guardrail and Shoulder Slot Inlets.....IIM-LD-150  
 Board Policy on Participation by Cities and Towns.....IIM-LD-146  
 Clearing and Grubbing .....IIM-LD-202  
 Construction Surveying .....IIM-LD-152  
 Copyright Dates on VDOT Properties.....IIM-LD-186  
 Curb Ramps for Persons with Mobility Impairments.....IIM-LD-55  
 Design Data Requirements .....IIM-LD-68  
 Design Speed, Average Running Speed, Operating Speed .....IIM-LD-117  
 Earthwork Quantities .....IIM-LD-138  
 Electronic Plans .....IIM-LD-204  
 Erosion and Sediment Control.....IIM-LD-11

Hazardous Material / Waste Sites .....	IIM-LD-191
Highway Capital Outlay Code - FHWA-534 .....	IIM-LD-151
Interstate System - Access Points .....	IIM-LD-200
Interstate 4R Projects-Substandard Bridges .....	IIM-LD-177
Lighting .....	IIM-LD-231
Management of Stormwater .....	IIM-LD-195
Median Barrier Design .....	IIM-LD-184
Multiple Barrel Culverts .....	IIM-LD-214
Paved Shoulder .....	IIM-LD-158
Paving Units .....	IIM-LD-218
Plan Quantities .....	IIM-LD-135
Price List (Printing Costs) .....	IIM-LD-8
Printing Costs .....	IIM-LD-8
Proffer Notification Process .....	IIM-LD-189
Project Day .....	IIM-LD-226
Project Development .....	IIM-LD-68
Project Estimates .....	IIM-LD-183
Project Funding .....	IIM-LD-68
Project Scoping .....	IIM-LD-210
Project Design Using Computer Data .....	IIM-LD-118
Railroad Force Account Work .....	IIM-LD-143
Rumble Strips .....	IIM-LD-212
Sidewalks/Crosswalks Using Solid Paving Units .....	IIM-LD-218
Soil Stabilization Mat EC-3 .....	IIM-LD-166
Special Design Median Barrier .....	IIM-LD-184
Stormwater - Management of .....	IIM-LD-195
Utility Conflicts .....	IIM-LD-140
Wetland Compensation .....	IIM-LD-217
Preliminary Utility Review .....	IIM-LD-140
Priming of Subsurface Material .....	IIM-LD-158
Printing Costs .....	IIM-LD-8
Procedures and Policies .....	See Policies and Procedures
Proffer Notification Process .....	IIM-LD-189
Project Day .....	IIM-LD-226
Project Design Using Computer Data .....	IIM-LD-118
Project Estimates .....	IIM-LD-183
Project Funding .....	IIM-LD-68
Project Scoping .....	IIM-LD-210
Quality Index .....	IIM-LD-219

Railroad Force Account Work .....IIM-LD-143

Railway Flagging and Watchman Service .....IIM-LD-143

Ramp-Terminal Designs .....IIM-LD-20

Reuse of Existing Guardrail .....IIM-LD-119

**Right of Way**

    Asphalt Paving Under Guardrail .....IIM-LD-150

    Electronic Plans .....IIM-LD-204

    Proffer Notification Process.....IIM-LD-189

    Right of Way or Easements for Temporary Erosion and Sediment Control .....IIM-LD-11

    Right of Way Partial and Total Takes .....IIM-LD-234

    Utility Conflicts.....IIM-LD-140

Riprap .....IIM-LD-73

**Roadside Development**

    Erosion and Sediment Control .....IIM-LD-11

    Plan Quantity Items .....IIM-LD-135

    Riprap .....IIM-LD-73

    Roadside Development.....IIM-LD-122

    Soil Stabilization Mat - Standard. EC-3 Type A & B.....IIM-LD-166

    Temporary Erosion and Sediment Control .....IIM-LD-11

Roadway Lighting.....IIM-LD-231

Roadway Safety Features.....IIM-LD-222

Rumble Strips .....IIM-LD-212

Running Speed.....IIM-LD-117

Safety - Construction Work Zones .....IIM-LD-93

Scoping .....IIM-LD-210

Sealing and Signing of Plans and Documents.....IIM-LD-243

Secondary Roads - Board Policies.....IIM-LD-146

Secondary Roads - Pavement Design .....IIM-LD-158

Security of Estimates .....IIM-LD-183

Sensitive Security Information (SSI).....IIM-LD-236

**Sequence of Construction and Maintenance of Traffic**

    Concrete Median Barrier .....IIM-LD-184

    Construction Work Zones.....IIM-LD-93

    Earthwork Quantities .....IIM-LD-138

    Materials for Maintenance of Traffic .....IIM-LD-93

    Median Barrier Design.....IIM-LD-184

    Pavement Markings, Construction Signs .....IIM-LD-213

    Priming of Subsurface Material.....IIM-LD-158

    Temporary Erosion and Sediment Control .....IIM-LD-11

Shoulder Rumble Strips.....IIM-LD-212

Shoulder Slot Inlet .....IIM-LD-150

Sidewalks/Crosswalks Using Solid Paving Units (A-97/MA-97) .....IIM-LD-218

Sight Distance on Vertical Curves.....IIM-LD-117

Signing and Sealing of Plans and Documents.....IIM-LD-243

Sinkholes .....IIM-LD-228

Soil Stabilization Mat - Standard EC-3 Type A & B .....IIM-LD-166

Special Design Median Barrier .....IIM-LD-184

Speed-Design, Average Running and Operating .....IIM-LD-117

Stabilized Subgrade, Subbase and Base .....IIM-LD-158

Stormwater - Management of Stormwater .....IIM-LD-195, IIM-LD-242, IIM-LD-245, IIM-246

Subsurface Material - Priming .....IIM-LD-158

Surface Course for High Traffic Volumes or High Percent of Trucks.....	IIM-LD-158
Surface Treatments.....	IIM-LD-158
Survey Data - Underground Utilities.....	IIM-LD-140
Temporary Asphalt Medians.....	IIM-LD-93
Temporary Diversion Channels.....	IIM-LD-11
Temporary Erosion and Sediment Control .....	IIM-LD-11
Terminals (Guardrail) .....	IIM-LD-222
<b>Title Sheet</b>	
Computer Job Number, etc. (Index of Sheets).....	IIM-LD-204
Copyright Dates of VDOT Properties.....	IIM-LD-186
Design Speed on Plans.....	IIM-LD-117
General Notes.....	IIM-LD-204
Geometric Design Standards.....	IIM-LD-110
Highway Capital Outlay Code - FHWA-534 .....	IIM-LD-151
Sensitive Security Information (SSI) .....	IIM-LD-236
Towns, Cities and Others - Board Policies .....	IIM-LD-146
Traffic Data .....	IIM-LD-204, IIM-LD-117
Traffic Maintenance during Construction .....	IIM-LD-93
Turbidity Curtain .....	IIM-LD-11
Two Tiered Approach to Project Oversight.....	IIM-LD-249
<b>Typical Section Sheet</b>	
Asphalt Pavement Weights.....	IIM-LD-158
Coal Tar Pitch Emulsions.....	IIM-LD-158
General Notes.....	IIM-LD-110
Guardrail - Pre-Boring .....	IIM-LD-131
Hydraulic Cement & Lime Stabilization .....	IIM-LD-158
Pavement Design for Crossovers and Left Turn Lanes (except Urban Projects).....	IIM-LD-158
Paved Shoulders .....	IIM-LD-158
Pavement Design (Secondary Roads Only).....	IIM-LD-158
Paving Under Guardrail.....	IIM-LD-150
Priming of Subsurface Material.....	IIM-LD-158
Riprap.....	IIM-LD-73
Surface Treatment - Blotted Seal Coats.....	IIM-LD-158
Utility Conflicts .....	IIM-LD-140
Utility - Underground Survey Data.....	IIM-LD-140
Virginia Stormwater Management Program.....	IIM-LD-242
Water Pollution - Abatement.....	IIM-LD-11, IIM-LD-242, IIM-LD-246
Weights of Asphalt Concrete Materials - Typical Sections .....	IIM-LD-158
Wetland Compensation .....	IIM-LD-217
Work Zones .....	IIM-LD-93, IIM-LD-222, IIM-LD-241

[RETURN TO INSTRUCTIONAL AND INFORMATIONAL TABLE OF CONTENTS](#)