

# MEMORANDUM

# State of Alaska

Department of Transportation & Public Facilities  
Statewide Design & Engineering Services Division

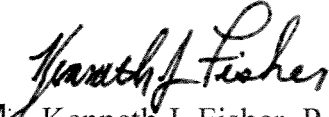
TO: Distribution

DATE: January 28, 2019

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FROM: Kenneth J. Fisher, P.E.  
Chief Engineer

SUBJECT: **Chief Engineer Directive-  
Alaska Standard Plans,  
Periodic Review and  
Update**

Effective immediately,

**Required Evaluation Frequency:** Individual Alaska Standard Plans will be evaluated as soon as practicable in instances where there is a known change to an Alaska DOT&PF adopted design standard (Standard) or regulatory code (Code) which may affect the subject Alaska Standard Plan.

Additionally, each Alaska Standard Plan will be evaluated at least once every ten years. Each drawing will be evaluated for:

- Changes in applicable Standards,
- Changes in applicable Codes, and
- Any issues, concerns, or problems identified in design, construction, practical application, or maintenance.

Web posting for Alaska Standard Plans will include a column, indicating the date of the next required periodic review.

**No Changes Required:**

Alaska Standard Plans which are evaluated and do not require a change will be noted in each drawing's title block and will included:

- Date of evaluation,
- Evaluator's initials
- Comment, "No changes required."

### **Changes Required or Recommended:**

Alaska Standard Plans which require changes will be updated with necessary revisions. Alaska Standard Plans which are updated or otherwise changed in any manner will be reissued using the development process for a new Alaska Standard Plan.

### **Evaluation for Standards and Codes:**

First evaluation after the date the drawing was adopted – The first evaluation following adoption will check for any applicable changes in Standard or Code that occurred between the date the drawing was adopted and the date of evaluation. If there is no change to any applicable Standard or Code, the evaluation does not require a formal design check to redundantly affirm the development and considerations of the original plan design. If an applicable Standard or Code has changed, the level of evaluation will be scaled as necessary to determine if the Alaska Standard Plan is compliant with the revised Standard or Code.

Subsequent evaluations – Evaluations performed after the first evaluation will check for any applicable changes in Standards or Codes that occurred since the date of the previous documented evaluation. Subsequent evaluations will be conducted with the level of evaluation scaled in the same manner as described for the first evaluation except, the required lookback will be limited to the period back to the previous documented evaluation.

Nothing in the criteria described for the first or subsequent evaluations prohibits the evaluator from increasing the level of evaluation as necessary for their confidence in noting no changes, or for referring the Alaska Standard Plan for update or revision.

### **Evaluation for Issues, Concerns, or Problems:**

Evaluations conducted according to this directive will include outreach to all three regions and to Facilities Services. Points of contact for D&ES outreach to each region will be to the Preconstruction Engineer, Construction Engineer, and Maintenance & Operations (M&O) Chief. Regional contacts may assign a specific staff designee for all one or more Alaska Standard Plans. Comments received from region line-level staff who were not designated to represent the region's Preconstruction Engineer, Construction Engineer, or M&O Chief, will be referred back to the three points of contact for the subject region. Point of contact for Facilities Services will be the Divisions Operations Manager.

Regions and Facilities Services will be asked to identify and recommended revisions to address any present or historic product performance issues, concerns, problems, or failures. Regions and Facilities Services may also identify any concerns regarding compliance with original or revised applicable Standard or Code.

Regions will be asked to provide consensus comments. If a region chooses to provide individual comments and the comments from Preconstruction, Construction, or M&O,

are not aligned, Statewide D&ES will adjudicate conflicting comments within each region, using best judgement, in order to advance the revision process.

**Addition Evaluation:**

The Required Evaluation Frequency identified in this directive does not prohibit evaluation on a more frequent basis, provided the request is initiated by a region's Preconstruction Engineer, Construction Engineer, or M&O Chief, Facilities Services Division Operations Manager, their designees, or from Statewide D&ES.

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