STATE OF CONNECTICUT
DEPARTMENT OF TRANSPORTATION

Subject: Standardized Practice for Illustrating Test Pit Data
Developed by the Best Practice/Lessons Learned Group

Memorandum

Date: August 27, 2012

To: Timothy M. Wilson
Scott A. Hill
Chuck S. Harlow

From: James H. Norman
Engineering Administrator
Bureau of Engineering and Construction

In order to better serve the Department of Transportation’s (Department) interest, the Best Practice/Lessons Learned Group has reviewed the current utility test pit information and established a standardized practice for illustrating this data.

Effective immediately, the Department’s designers and consultant engineers shall be required to develop a test data table to be shown on the plan sheets (see sample table on attached sheet), reflecting the list of utility test data received for the project. The test pit information shall be in a tabular form on the plan sheets with corresponding specific and detailed information on the cross section sheets. The components of the test pit data table shall be the baseline stations and coordinates for all test pits. Labeling of various types of subsurface utilities shall be shown in the utility test pit data table. A standardized symbol has been adopted and shall be shown in a plan legend to identify the locations of the test pits. The standardized symbol is a square divided into four parts with two shaded diagonal boxes (example: □). The listed test pit information shall provide all parties with relevant information to minimize conflicts during the construction phase of a project.

The Group also evaluated the process and need for the adequate allocation of funding for test pits under the Preliminary Engineering Phase of projects. The findings and recommendation of the Group are that prior to submitting the Test Pit Data Request to Robert Baron of Central Surveys, the Project Manager/Project Engineer will approximate the number of test pits required for the project, at a cost of $1,500 per test pit, and ensure that this cost has been accounted for under the Preliminary Engineering Phase.

If you have any questions, please contact Sohrab Afrazi at extension 3262.

Attachments

Sohrab Afrazi: mab
cc: Thomas A. Harley - Jennifer Trio
James H. Norman
James A. Fallon - Sohrab Afrazi - Andrzej Mysliwiec - Michael G. Piteo
James P. Connery - Anthony Kwentoh
Hugh Hayward
William W. Britnell - Scott Bushee
Mary Baier - Jan Mazeau

FROM THE DESK OF
WILLIAM BRITNELL
SEP 04 2012
Numbering system for organization of test pits:

<table>
<thead>
<tr>
<th>Initial Label</th>
<th>Utility</th>
</tr>
</thead>
<tbody>
<tr>
<td>W-1</td>
<td>Water</td>
</tr>
<tr>
<td>S-1</td>
<td>Sanitary Sewer</td>
</tr>
<tr>
<td>G-1</td>
<td>Gas</td>
</tr>
<tr>
<td>T-1</td>
<td>Telecommunications</td>
</tr>
<tr>
<td>E-1</td>
<td>Electric</td>
</tr>
<tr>
<td>C-1</td>
<td>Cable TV</td>
</tr>
<tr>
<td>O-1</td>
<td>Other</td>
</tr>
</tbody>
</table>

Utility Test Pit Symbol 🚜
to: Robert J. Baron  
Manager of Survey Operations  
Bureau of Engineering and Construction  

from: William W. Britnell  
Transportation Principal Engineer  
Bureau of Engineering and Construction

Please obtain test pit information for the subject project by **Wednesday, October 24, 2012**.

Attached for your information and use are the following:

- Project Location
- Project Description
- Preliminary Design Plan

This project... (a space for additional information and/or project information)...

PE funding has been reviewed and $300,000 funds are currently available.

If the requested test pit completion date cannot be met, please provide a revised schedule.

Please contact Todd Ingarra, Project Engineer, at (860) 594-3276 should you have any questions or require additional information.

Attachments

Edward B. Sabourin/PMIS
cc: William W. Britnell - Scott Bushee  
Sohrab Afrazi