

Checking Railroad Requirements in Plans Online

This guide explains how to navigate Texas Department of Transportation's (TxDOT) Plans Online system to determine whether a project includes railroad requirements.

Contractors must review the Plans Online documents before bidding or beginning work.

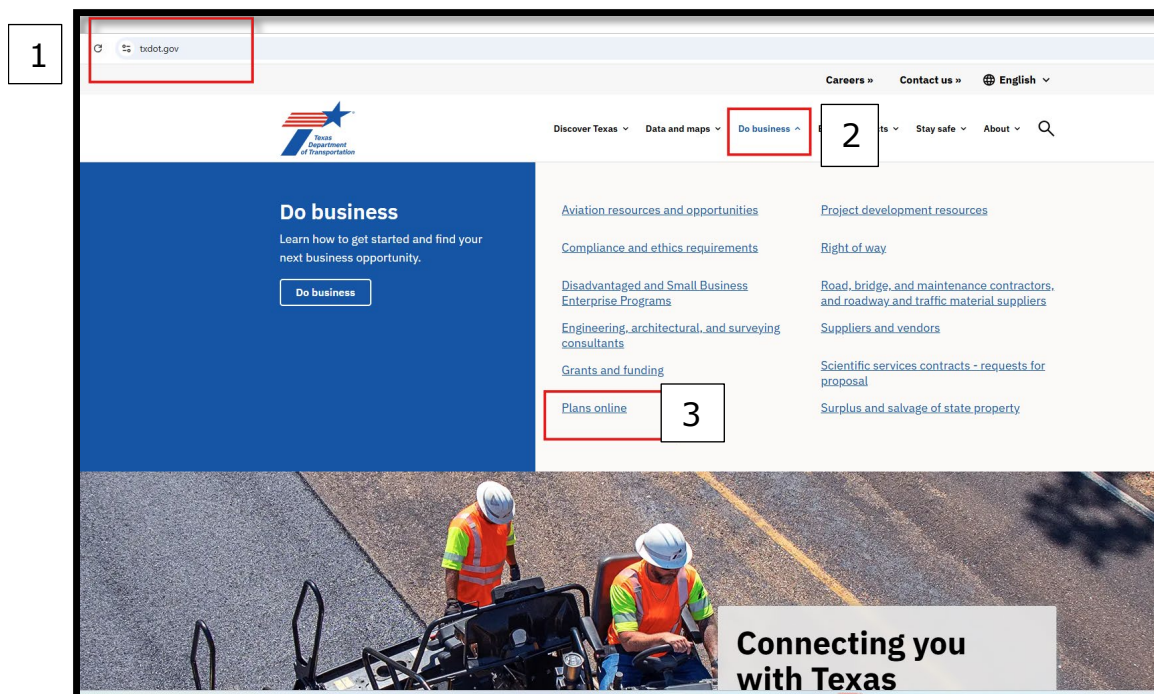
Purpose

To help contractors quickly find railroad insurance-related information—such as railroad scope of work, Railroad Protective Liability, or Escalated Limit—within the project plans.

Step to Access Plans Online

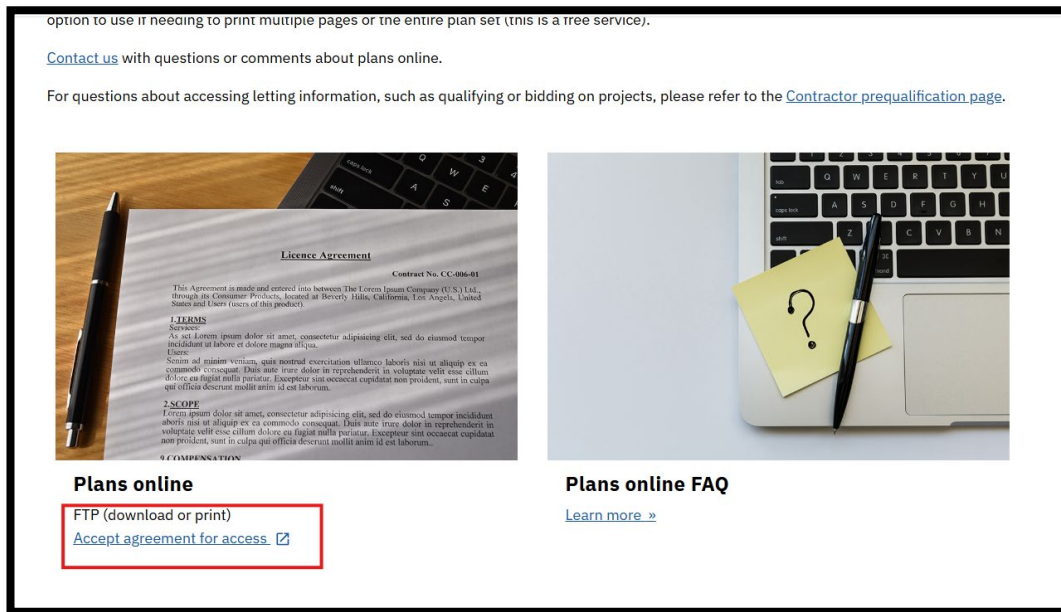
1. Go to the TxDOT website. Navigate to www.txdot.gov.
2. Open the "Do Business" menu. Select the dropdown menu labeled Do Business.
3. Select "Plans Online." This will take you to the public plans access page.

Image 1 – TxDOT website Plans Online



4. Scroll to the bottom of the page. Click Accept Agreement for Access.

Image 2 – TxDOT website plans online access.



5. Click "I Agree." This will open the Plans Online search portal.

Image 3 – TxDOT website select I agree to access plans online.

- Select **Click Here** to enter the FTP area of Plans Online
- Select state-let construction or maintenance, local let maintenance, aviation or facility, and a letting month.
- Plans and plan revisions are in self-extracting WinZip® files, and proposals, addenda and contract plans are in Adobe Acrobat® PDF.

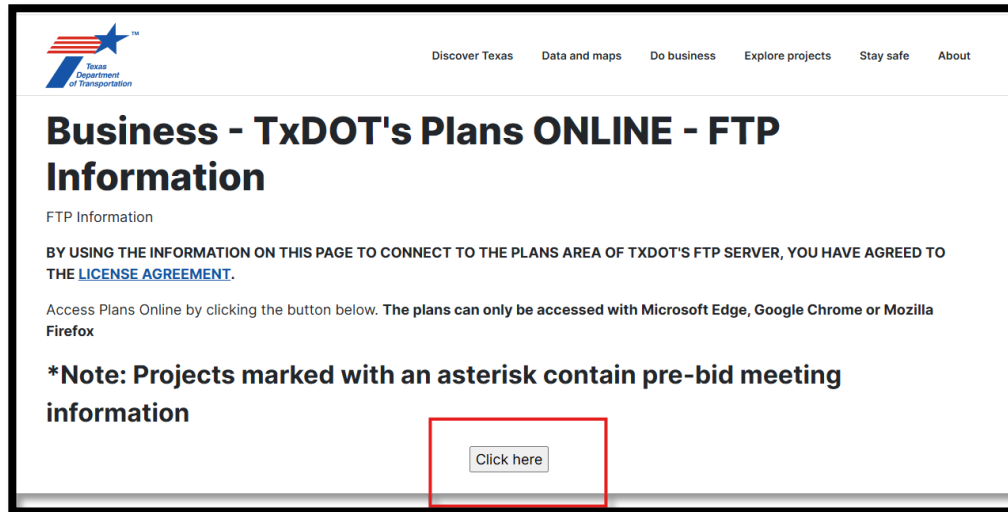
License Agreement

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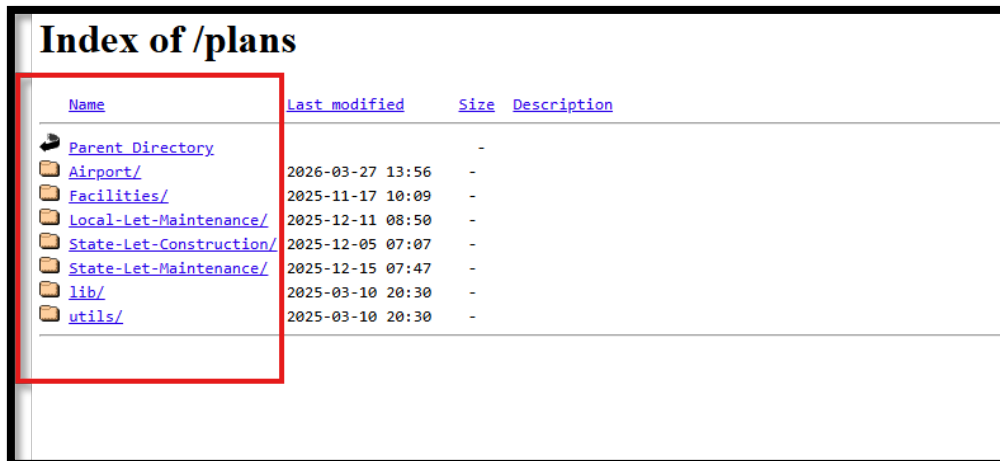
6. Select "Click Here." This takes you to the letting selection page.

Image 4 – TxDOT website plans online click here to access.



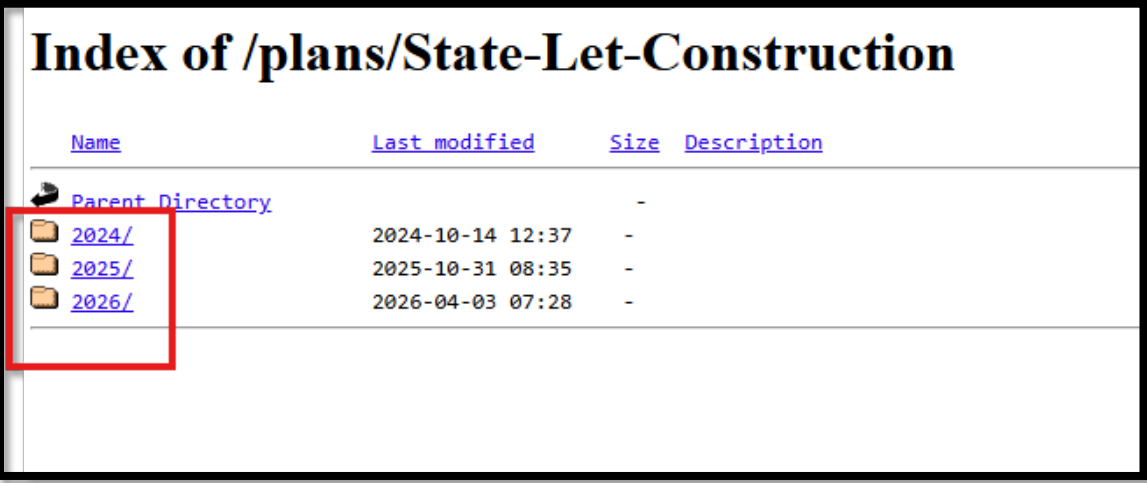
7. Choose the letting type (e.g., State Letting, Local Letting, etc.)

Image 5 – TxDOT website list of plans, proposals and addendums.



8. Select the letting year: Choose the year of the project letting.

Image 6 – TxDOT website list of year that the projects were let.

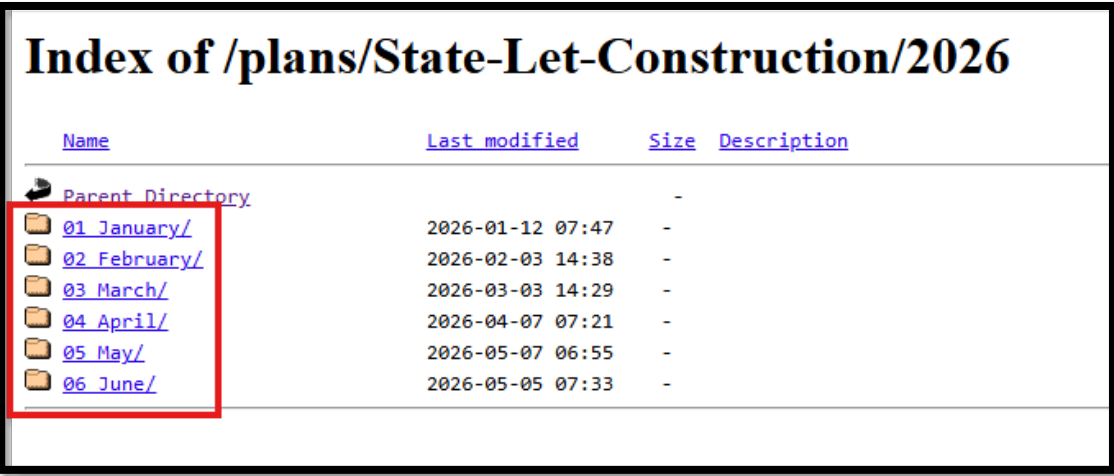


Index of /plans/State-Let-Construction

Name	Last modified	Size	Description
Parent Directory		-	
2024/	2024-10-14 12:37	-	
2025/	2025-10-31 08:35	-	
2026/	2026-04-03 07:28	-	

9. Select the letting month: then open the Plans folder.

Image 7 – TxDOT website months projects were let.



Index of /plans/State-Let-Construction/2026

Name	Last modified	Size	Description
Parent Directory		-	
01 January/	2026-01-12 07:47	-	
02 February/	2026-02-03 14:38	-	
03 March/	2026-03-03 14:29	-	
04 April/	2026-04-07 07:21	-	
05 May/	2026-05-07 06:55	-	
06 June/	2026-05-05 07:33	-	

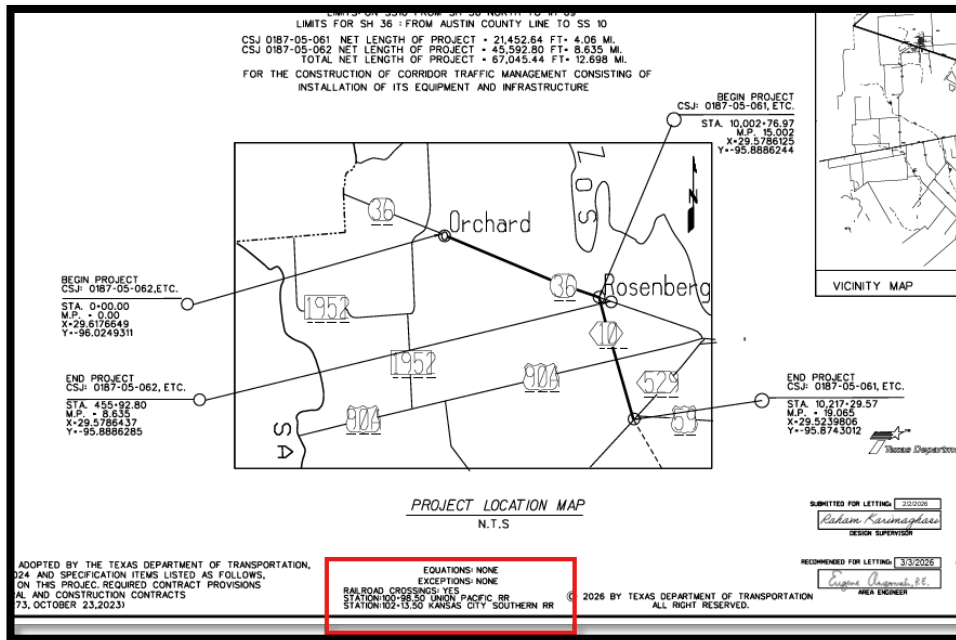
10. Search for the project by CSJ. Enter the correct CSJ number to find the project plans.

How to Determine if a Project has Railroad Requirements

Once you open the project plans:

- Check the cover sheet: Look near the bottom of the cover sheet for any mention of railroad involvement, such as: "Railroad Crossing," "Railroad Coordination Required," "UPRR/BNSF," "Railroad," etc.

Image 8 – TxDOT website image of plans coversheet.



- Review the Index of Sheets: Search for items such as: *Railroad Scope of Work*.

Image 9 – TxDOT website Index of sheets in the plans.

<u>GENERAL</u>	
1	TITLE SHEET
2	INDEX OF SHEETS
3-12	GENERAL NOTES
13-14	ESTIMATE & QUANTITY
15-20	CTMS SUMMARY OF QUANTITIES
<u>TRAFFIC CONTROL PLAN</u>	
21-32	*BC(1)-21 THRU BC(12)-21 (12 SHEETS)
33	*TCP(1-1)-18
34	*TCP(1-4)-18
35	*TCP(1-5)-18
36	*TCP(2-1)-18
37	*TCP(2-4)-18
38	*TCP(2-6)-18
39	*TCP(5-1)-18
40-44	*TCP(6-1)-12 THRU TCP(6-5)-12
45	*TCP(6-8)-14
<u>TRAFFIC ITEMS</u>	
46-99	COMPUTERIZED TRANSPORTATION MANAGEMENT SYSTEM LAYOUT (54 SHEETS)
100-101	FIBER OPTIC CABLING SCHEMATIC
102-104	FIBER CABLE HUB TERMINATION ASSIGNMENTS (3 SHEETS)
105	COMMUNICATIONS HUB BUILDING
106-107	RADAR VEHICLE SENSING DEVICE STRUCTURE POLE DETAILS
108	COSS & OSB-SZ-21
109	SIGN SUPPORT ELEVATIONS
110	SUMMARY OF DMS OVERHEAD SIGN STRUCTURES
111-112	*DMS(HZ-1)-21 THRU DMS(HZ-2)-21
113-115	*DMS(TM-1)-16 THRU DMS(3)-16
116	COSS-FD
117	*COSSF-21
118-119	*COSSD
120	*COSS-SE
121	ELECTRICAL / SERVICE POLE DATA
122-150	*TS (29 SHEETS)
151-157	*ED(1)-25 THRU ED(7)-25 (7 SHEETS)
158	*GF(31)-19
159	*GF(31) DAT-19
160	*GF(31) MS-19
161-163	SGT(10S)31-16, SGT(11S)31-18, & SGT(12S)31-18
164-166	D & OM(1)-25,D & OM(2)-25,D&OM(5)
<u>ENVIRONMENTAL ISSUES</u>	
167-168	SWP3
169	ENVIRONMENTAL PERMITS, ISSUES AND COMMITMENTS (EPIC)
170	*EC (1)-16
<u>RAILROAD STANDARD</u>	
171-172	NON BRIDGE PROJECT
173-175	KANSAS CITY SOUTHERN RAILROAD SCOPE OF WORK
176-178	UNION PACIFIC RAILROAD COMPANY SCOPE OF WORK

- Go to the referenced sheet numbers. Open the sheets listed in the index to review the railroad scope of work.

Image 10 – TxDOT website Railroad Scope of Work (SOW) in the plans.

III. CONSTRUCTION WORK TO BE PERFORMED BY THE RAILROAD

☐ Required ☒ Not Required Railroad Point of Contact: _____

Coordinate with Texas Department of Transportation (TxDOT) for any work to be performed by the Railroad Company. TxDOT must issue a work order for any work done by the Railroad Company prior to the work being performed.

IV. RAILROAD INSURANCE REQUIREMENTS

Insurance policies and corresponding certificates of insurance must be issued by the contractor on behalf of the Railroad. Separate insurance policies and certificates are required when more than one Railroad Company is operating on the same right of way, or when several Railroad Companies are involved and operate on their own separate right of ways.

No direct compensation will be made to the Contractor for providing the insurance coverages shown below or any deductibles. These costs are incidental to the various bid items.

Escalated Limits

Type of Insurance	Amount of Coverage (Minimum)
Workers Compensation	\$500,000/\$500,000/\$500,000
Commercial General Liability	\$2,000,000/\$4,000,000
Business Automobile	\$2,000,000

Railroad Protective Liability Limits

Type	Limits
☐ Not Required	
☒ Non - Bridge/Typical Maintenance Projects. Includes repairs to overpass/underpass and culvert structures	\$2,000,000 / \$6,000,000
☐ Bridge Structure Projects. Includes new construction or replacement of overpass/underpass structures	\$5,000,000 / \$10,000,000
☐ Other: _____	

% of estimated contract cost of work within railroad ROW:

☐ <1% ☐ <3% ☐ _____

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- Please be sure to review the Contractor’s Right of Entry section to determine whether the project requires a Right of Entry.

Image 11 – TxDOT website Railroad SOW showing Right of Entry requirements.

V. CONTRACTOR'S RIGHT OF ENTRY (CROE)
☐ Not Required
☐ Required: UPRR Maintenance Consent Letter. TxDOT to assist
☒ Required: TxDOT to assist in obtaining the UPRR CROE
☐ Required: Contractor to obtain

Please pay close attention to the project documentation to determine whether railroad-related permissions are required.

1. When the Project Involves Union Pacific Railroad (UPRR)

- UPRR Maintenance Consent Letter (MCL)
- UPRR Contractor's Right of Entry (ROE)

TxDOT will obtain and provide these documents to the contractor.

2. When the Project Involves Any Other Railroad

- If the project requires a Right of Entry from a railroad other than UPRR, then:
- It is the contractor's responsibility to contact the appropriate railroad.

The contractor must apply for and obtain the required ROE directly from that railroad.

The contractor must use the contact information provided in Contractor's Right of Entry section to obtain the ROE.

Image 12 - TxDOT website Railroad SOW showing Right of Entry requirements.

V. CONTRACTOR'S RIGHT OF ENTRY (CROE)

☐ Not Required

☐ Required: UPRR Maintenance Consent Letter. TxDOT to assist

☐ Required: TxDOT to assist in obtaining the UPRR CROE

☒ Required: Contractor to obtain

☐ BNSF: https://bnsf.railpermitting.com

☐ CPKCR https://jll-permitting.360works.com/login

https://jll-permitting.360works.com/tmi/webd/roo-web-kes.tmp12

☒ Other Railroads: lmelda@boprr.com