

## **ATTACHMENT B**

### **SERVICES TO BE PROVIDED BY THE STATE**

**Subject to availability, the services to be provided or performed by the State will include, but not be limited to, the following items:**

#### **A. GENERAL REQUIREMENTS**

**The State will prepare or provide:**

1. Electronic copy of full-scale plans per project (provided on CD or Department-approved file sharing application).
2. Electronic copy of contract proposal and any addendums per project (provided on CD or Department-approved file sharing application).
3. Limited Access to SiteManager, Crossroads, SharePoint, and ProjectWise.
4. SiteManager coordination procedures.
5. Storm water pollution prevention plan (SWP3) information.
6. SWP3 coordination procedures.
7. Best practices coordination procedures (disadvantaged business enterprise, materials, general bookkeeping).
8. Field office containing office furniture, one phone line, one copier, scanner and all utilities, if required.
9. Concrete testing and curing facilities including cylinder breaker with water tank and heater, if not otherwise noted in the plans.
10. Construction time schedule prepared by the State's designer or contractor.
11. Applicable forms.
12. Copies of contractor's change orders, if applicable.
13. For any website needs (e.g., public involvement, project information, etc.) the State will work with its Communication Division to request the creation and maintenance of the website. This includes the completion of the State's "Website Needs Request" form 2199 and ensuring the website conforms to state law, Texas Department of Information Resources requirements, TxDOT policies and procedures, and TxDOT Brand Guidelines.