



Joint Bid Utilities

A TxDOTCONNECT Job Aid

Impacted Roles

Last Revised

Utilities Coordinator

January 7, 2026

Utilities Manager

R9.5.0.0

ROW Funding Manager

Professional Engineer

Professional Engineer-Consultant

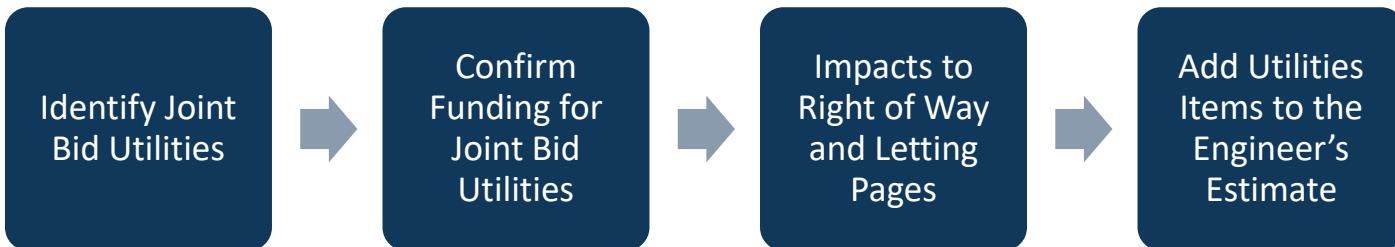
Engineer's Estimate Coordinator

Engineer's Estimate Coordinator-Consultant

Introduction

This job aid describes the process for identifying a project in TxDOTCONNECT that involves joint bid utilities and correctly entering utilities bid items on the Engineer's Estimate.

Each section of this job aid provides a detailed description of a step in the process shown below.



Identify Joint Bid Utilities

Conditions that must be satisfied before checking the Joint Bid Box:

Identify utilities that are **Joint Bid**. Ensure utilities are recorded on the TxDOTCONNECT Utilities Page on the details table.

 Security roles that can enter data in the details table are **Utilities Coordinator**, **Utilities Manager** and/or **Utilities Program Manager**.

Details												
Utility ID	Utility Type	Utility Name	Organization ID	Reimbursable	Joint Bid	Post Letting	Advanced Funding Agreement	Total Cost of Adjustment	Adjustment Completion Date	Exception to Policy	State Participation 2125	Minute Order
U00008249	Telecommunications	Southwestern Bell DBA AT&T	E00034338	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	\$2,001,436.12	12/31/2028	<input type="checkbox"/>	<input type="checkbox"/>	
U00008307	Electric (Transmission)	CENTERPOINT ENERGY HOUSTON LLC	E00035840	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	\$3,592,574.38		<input type="checkbox"/>	<input type="checkbox"/>	
U00008308	Electric (Distribution)	CENTERPOINT ENERGY HOUSTON LLC	E00035840	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	\$0.00		<input type="checkbox"/>	<input type="checkbox"/>	
U00009946	Electric (Distribution)	CENTERPOINT ENERGY HOUSTON LLC	E00035840	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	\$0.00		<input type="checkbox"/>	<input type="checkbox"/>	

Confirm Funding for Joint Bid Utilities

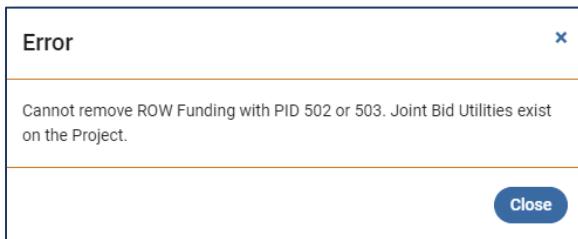
A **ROW Funding Manager** must confirm there is approved funding with PID code 502 or 503 on the **Funding** page. Navigate to the TxDOTCONNECT Funding Page and scroll down to the Right of Way funding grid to confirm there is approved funding with PID code 502 or 503 on the project.

If funding has not been added to the project a [Total Project Cost \(TPC\) form](#) must be completed and emailed to ROW_Financial-Management@txdot.gov



Right of Way				
Status	Amt	Cat	Wrk Pgm	PID
Approved	\$21,552,807.00	ROW	ROW	400
Approved	\$27,628,304.00	ROW	ROW	500
Approved	\$13,925,300.00	ROW	ROW	502
Approved	\$4,365,000.00	ROW	ROW	410
Approved	\$26,888,859.00	ROW	ROW	401
Approved	\$2,000,000.00	ROW	ROW	503

 If Joint Bid is checked, and a user attempts to delete a funding line with PID 502 or 503 funding, TxDOTCONNECT will issue a warning.



If you're a **Utilities Coordinator**, **Utilities Manager** and/or **Utilities Program Manager**, the following actions can be taken after funding is confirmed:

 **Check Joint Bid:**

Details												+ Utility
Utility ID	Utility Type	Utility Name	Organization ID	Reimbursable	Joint Bid	Post Letting	Advanced Funding Agreement	Total Cost of Adjustment	Adjustment Completion Date	Exception to Policy	State Participation 2125	Minute Order
U00008249	Telecommunications	Southwestern Bell DBA AT&T	E00034338	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	\$2,001,436.12	12/31/2028	<input type="checkbox"/>	<input type="checkbox"/>	
U00008307	Electric (Transmission)	CENTERPOINT ENERGY HOUSTON LLC	E00035840	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	\$3,592,574.38		<input type="checkbox"/>	<input type="checkbox"/>	
U00008308	Electric (Distribution)	CENTERPOINT ENERGY HOUSTON LLC	E00035840	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	11,108,131.88		<input type="checkbox"/>	<input type="checkbox"/>	
U00009946	Electric (Distribution)	CENTERPOINT ENERGY HOUSTON LLC	E00035840	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	\$0.00		<input type="checkbox"/>	<input type="checkbox"/>	

1. Navigate to the Utilities page details table.
 - Check the box(es) in the Joint Bid column to identify each joint bid utility.
2. Please note the following:
 - The box cannot be checked when the engineer's estimate is in division review.



After Letting? Check Post Letting:

*Project ID:	A00123456	Project Name:	IH 69: SH 288 to Spur 527 (NHHIP Seg 3A)		
*Project Type:	Construction	*Project Subtype:	Roadway	*Project Stage:	Construction
*District / Division:	Houston - 12	*County:	Harris	*Highway:	IH 69
Combined Project Letting Estimate:	\$666,435,874.00	*Estimated Let Date:	09/05/2024	Controlling Project ID:	0027-13-201
* Project Status: Active * Control Section: 0027-13 Control Section Job: 1234-56-789					

Details

Utility ID	Utility Type	Utility Name	Organization ID	Reimbursable	Joint Bid	Post Letting	Advanced Funding Agreement	Total Cost of Adjustment	Adjustment Completion Date	Exception to Policy	State Participation 2125	Minute Order
U00008249	Telecommunications	Southwestern Bell DBA AT&T	E00034238	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	\$2,001,436.12	12/31/2028	<input type="checkbox"/>	<input type="checkbox"/>	
U00008307	Electric (Transmission)	CENTERPOINT ENERGY HOUSTON LLC	E00035840	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	\$3,592,574.38		<input type="checkbox"/>	<input type="checkbox"/>	
U00008308	Electric (Distribution)	CENTERPOINT ENERGY HOUSTON LLC	E00035840	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	11,108,131.68		<input type="checkbox"/>	<input type="checkbox"/>	
U00009946	Electric (Distribution)	CENTERPOINT ENERGY HOUSTON LLC	E00035840	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	6,758,425.88		<input type="checkbox"/>	<input type="checkbox"/>	

1. If the project has already let, and the need is identified to add Utilities to the Construction Contract, a [Letting Management Coordinator](#) must instead select the Post Letting check box for the utility.

This will have the same effect as if the Joint Bid check box was selected prior to Letting.



Advanced Funding Agreement:

Advanced Funding Agreement tasks are now managed in a separate [Agreements](#) Module.

TxDOTCONNECT

Home	Projects ▼	Portfolios / Programs ▼	Right of Way ▼	Letting	Agreements ▼	Administrative ▼
Agreement Search						Create Agreement
Agreement Type ▼	Local AFA	Select	Select			Search
AFA ID	Organization Name	Project ID	CSJ / RCSJ	Agreement Type	District/Division	LOC#



Utility Coordinators, Utility Managers, Utility Program Managers, and Utility Consultants can refer to the [Agreement Module Job Aid](#) for complete step-by-step instructions on creating, editing, and managing AFAs.

Impacts to Right of Way and Letting Pages

When one or more utilities are identified as part of a joint bid:

- TxDOTCONNECT automatically checks the **Project Association** indicator on the **Right of Way** page will be automatically checked.
- TxDOTCONNECT automatically adds the ROW project as a **subordinate** project to the **controlling** (construction) project on the **Letting** page.

JOINT BID UTILITIES

Project Details

ROW Project ID:	ROW CSJ:	Project Classification:
R00006735	0015-08-457	ROW - Right of Way
Federal Project Number:	State Project Number:	Short Description:
<input type="text"/>	<input type="text"/> - <input type="text"/> - <input type="text"/>	<input type="text"/>
ROW Project Stage:	ROW Project Status:	Type of ROW Work:
Pre-Acquisition	Active	
ROW Project End Date:	Records Closeout Date:	Financial Closeout Date:
MM/DD/YYYY	MM/DD/YYYY	MM/DD/YYYY
PeopleSoft Expended:	Project Manager - ROW:	Project Association:
		<input checked="" type="checkbox"/> Joint Bid

Controlling & Subordinate Projects

Controlling Project ID: 0683-01-056 [+ Project](#)

Control Section Job	Project ID	Letting Estimate	Controlling Project	Combined Projects	Remove
0683-01-056	A00030437	\$24,782,025.30	<input checked="" type="radio"/>	<input type="radio"/>	<input type="checkbox"/>
0683-01-092	R00002466	\$2,021,497.00	<input type="radio"/>	<input type="radio"/>	<input type="checkbox"/>

Add Utilities Items to the Engineer's Estimate

The following steps are completed by:

- Professional Engineer
- Professional Engineer-Consultant
- Engineer's Estimate Coordinator
- Engineer's Estimate Coordinator-Consultant

1. Navigate to the **Estimate** section of the **Engineer's Estimate** page.
2. Click **+ New Item** to add a bid item row to the Estimate grid.
3. Select the appropriate Utilities Category of Work dropdown option based on project need.

 • Select the appropriate Utilities category for it to appear correctly in DCIS and on the proposal.
• Do not use the “other” or “miscellaneous” categories of work for Utilities joint bid requests.

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Estimate

Export

Default Plan Set Category Bid Code

Remove New Item

Details

Category of Work	NBI/Utility ID	Bid Code/ Force Account	Description	Measurement	Quantity
Utilities	100-6002		PREPARING ROW	Station	
Utility - Water	164-6003		BROADCAST SEED (PERM) (RURAL) (CLAY)	Square Yards	
Utility - Sewer	168-6001		VEGETATIVE WATERING	Thousand Gall...	
Utility - Mobilization	432-6045		RIPRAP (MOW STRIP)(4 IN)	Cubic Yard	
Utility - Force Accounts	506-6038		TEMP SEDMT CONT FENCE (INSTALL)	Linear Feet	

4. Select the applicable Utility ID in the **NBI/Utility ID** column.

- This will match the Utility ID from the Utilities Page that are marked joint bit.

Estimate

Export

Default Plan Set Category Bid Code

Remove New Item

Details

Category of Work	NBI/Utility ID	Bid Code/ Force Account	Description	Measurement	Quantity
Utilities	U00002801		PREPARING ROW	Station	
Roadway			BROADCAST SEED (PERM) (RURAL) (CLAY)	Square Yards	
Erosion			VEGETATIVE WATERING	Thousand Gall...	
Roadway			RIPRAP (MOW STRIP)(4 IN)	Cubic Yard	
Erosion			TEMP SEDMT CONT FENCE (INSTALL)	Linear Feet	
Erosion			TEMP SEDMT CONT FENCE (REMOVE)	Linear Feet	
Roadway			WTL W-BEAM GD FEN (TIM POST)	Linear Feet	