



Joint Bid Utilities

A TxDOTCONNECT Job Aid

Impacted Roles

Utilities Coordinator
Utilities Manager
ROW Funding Manager
Professional Engineer
Professional Engineer-Consultant
Engineer's Estimate Coordinator
Engineer's Estimate Coordinator-Consultant

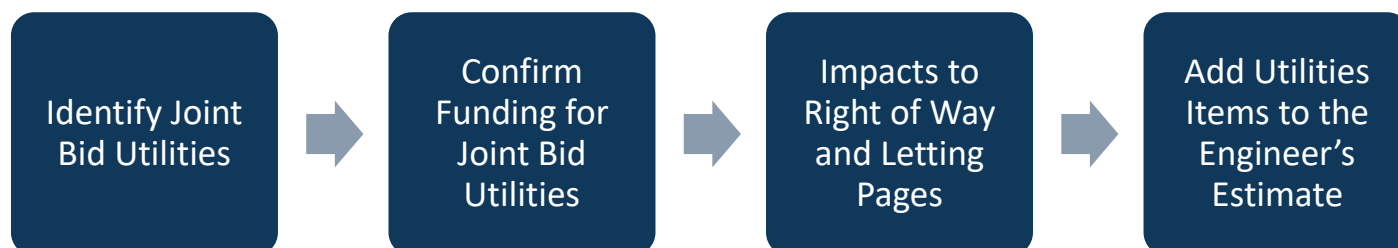
Last Revised

January 7, 2026
R9.5.0.0

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												
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 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.

Error

Cannot remove ROW Funding with PID 502 or 503. Joint Bid Utilities exist on the Project.

Close

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 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"/>	

- Navigate to the Utilities page details table.
 - Check the box(es) in the Joint Bid column to identify each joint bid utility.
- 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 Stage: Construction	* Project Status: Active
* Project Type: Construction	* Project Subtype: Roadway	* Highway: IH 69	* Control Section: 0027-13
* District / Division: Houston - 12	* County: Harris	Controlling Project ID: 0027-13-201	Control Section Job: 1234-56-789
Combined Project Letting Estimate: \$666,435,874.00	* Estimated Let Date: 09/05/2024		

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"/>	\$3,992,574.38		<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"/>	11,108,131.88		<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 type="checkbox"/>	6,758,425.88		<input type="checkbox"/>	<input type="checkbox"/>	

- 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#
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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.

Project Details

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

Controlling & Subordinate Projects + Project

Controlling Project ID: 0683-01-056


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

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.

Estimate Export

Default Plan Set Category Bid Code Remove + New Item

Details

<input type="checkbox"/> 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

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