



# MEMORANDUM

**TO:** District Engineers

**FROM:** Mark A. Marek, P.E. *mm*

**SUBJECT:** Maintenance Items in Construction Projects

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**DATE:** January 22, 2007

The Federal Highway Administration has recently reiterated their position that maintenance items are not eligible for federal participation. Therefore, maintenance items should not be included in construction projects unless those items are broken out separately as non-participating. Examples of non-participating maintenance items include:

- mowing
- litter removal
- sweeping
- cleaning existing culverts

When adding maintenance items by change order, the work should be submitted in a separate change order with the amount that is non-participating in the "TxDOT use only" box of the change order form (<ftp://ftp.dot.state.tx.us/pub/txdot-info/cmd/forms/pdfs/2146.pdf>).

If you have any questions concerning the eligibility of an item or need assistance in setting up a non-participating item in an estimate, please contact Maria Burke at (512) 416-2703 or Tom Beeman at (512) 416-2673.

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