



MEMO

May 30, 2019

To: District Engineers

From: Camille Thomason, P.E.
Director, Design Division

A handwritten signature in blue ink that reads "Camille Thomason".

Subject: Providing Cross Sections for Contractor Information

In an effort to improve the quality of bids, and in partnership with the construction community, TxDOT will provide project cross-sections, for informational purposes only, beginning with the July Letting.

All geometric projects that involve new or revised alignments will now be required to provide cross sections online for contractor information. Cross sections are to be produced directly from the design software and posted online in the native pdf format. Other formats, such as scanned paper copies, are no longer acceptable.

TxDOT staff met directly with the Texas Board of Professional Engineers (TBPE) to discuss the process for developing and sharing cross-sections and to solicit the board's opinion on the question of signing and sealing. TBPE stated that cross sections do not need to be signed and sealed.

For each monthly cycle, cross sections are to be posted on or before the date advertisements are published in the ESBD (Electronic State Business Daily) according to the [PS&E Review and Processing Schedule](#). For July Letting projects, the date is June 17, 2019.

The TxDOT project manager is responsible for ensuring the cross-sections are posted by the appropriate time and in the required format. Cross Sections should be placed on the [centralized ftp site](#) in the project folder (*district/construction projects/let date/project folder*) with other pre-letting documentation. The file should be clearly labeled for ease of identification (ie. CCCSSJJJ-XS).

The Design Division (DES) – Plan Development Section will host a webinar to review the new direction and answer any questions. For questions regarding this requirement, please contact Jacob Tambunga, DES – Plan Development Section Director.

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