



Montana Department of Transportation
PO Box 201001
Helena, MT 59620-1001

Memorandum

To: Distribution

From: Paul Ferry, P.E.,
Highways Engineer

Date: May 15, 2012

Subject: Cleaning Culverts and Cattle Guards

The Maintenance Division has requested that the appropriate Maintenance Chief be notified when the cleaning of culverts or cattle guards is needed on a Federal project. Currently, the work has been included in the contract and the cost billed to state maintenance funds. This notification will allow the Maintenance Chiefs the opportunity to decide if they want to clean these items with MDT Maintenance forces, or if they want the work to be performed under the Federal project contract.

The Maintenance Chief should be notified as soon as the determination is made that culvert or cattle guard cleaning is necessary on a project. Documentation of the Maintenance Chiefs decision, via signature approval or email, needs to be included in the project files. The decision as to how the cleaning will be accomplished will be documented in the Scope of Work Report.

If the cleaning is to be done by MDT Maintenance forces, it will need to be completed prior to contract letting to avoid any conflict with the contractor. Consequently, the Maintenance Chief will need to be apprised of the project schedule.

If you have questions concerning this, please contact me at 444-6244.

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