

# Module 4

## Site Identification and Survey

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## Section 1

### Design Surveys

#### TxDOT

If TxDOT is developing the project for the Local Government, for example in an off-state-system federally funded bridge project, TxDOT will use its customary design survey procedures. TxDOT procedures are designed to control the methods and manner of performing the work for successful execution of the aerial mapping, GPS, or traditional ground survey. These procedures insure a consistent product delivered to TxDOT regardless of the individual firm that actually accomplishes the surveying project. In the case of aerial mapping, TxDOT contract surveyors and engineers distribute procedural information to their aerial mapping sub-consultant.

#### Project Manager's Role

The Project Manager schedules meetings with survey and engineering consultants prior to any work. The agenda of this meeting will include project scope issues, such as project limits, accuracy expectations, project deliverables and any other issues that may affect the Project Manager's goals and expectations.

#### Local Government

If the Local Government is performing the design survey for its own off state system project, the Local Government may follow its own standard survey procedures. These procedures must satisfy the applicable federal and state laws and rules that require that the work be done in a reasonable, allowable and sufficient manner to assure proper expenditure of federal and state funds.

If the Local Government is performing the design survey for a project on the State highway system, the Local Government will need to satisfy the requirements of the TxDOT Survey Manual and the district in which the project is located, as well as satisfying applicable regulations under federal and state funding programs.

#### Survey for Land Acquisition and Title Transfer

If the Local Government is purchasing land for its road system, the Local Government will follow its own survey and title requirements. However, if federal or state funds are used, the Local Government will need to meet the requirements of these funding sources, as further described in the following section on Local Government Procurement of Surveys and in the [Right of Way Division Manual](#).

If the Local Government is purchasing land for the state highway system, it must follow the survey requirements of the State, which are more fully described in the TxDOT [ROW Procedures Preliminary to Project Release](#), Volume 1, Section 4, entitled *Surveying, Maps, and Parcels and the TxDOT Survey Manual*.

## Local Government Procurement of Surveys

[Government Code, Chapter 2254](#), Subchapter A allows for the procurement of architectural, engineering, or *land surveying* services to aid the LG and the State in their mission to design, construct, and maintain an efficient transportation system. These services are procured through a two-step selection process. Step one requires ranking the providers based on demonstrated competence and qualifications for the type of services performed without regard to price. Step two requires negotiating a fair and reasonable fee with the selected highest-ranked provider for the services it will perform.

## Payment for Surveying Contracts

Specified rate is the basis of payment used for surveying contracts by TxDOT. The surveyor invoices the department for hourly labor rates based upon current industry standards. The surveyor is authorized to submit periodic requests for payment upon completion of services or a work authorization and acceptance of the reports or other deliverables by the department. The request for payment should be made within sixty days after the services are rendered.

The Local Government may use any basis of payment that is allowable under State law, which includes the specified rate basis of payment.