

A5-1 General

When addenda are needed, they should be numbered chronologically as they are compiled and sent to bidders/planholders so the number of addenda sent can be tracked. Work closely with the Region Plans Office in preparing addenda. Great care should be used to ensure all plan sheets affected by an addendum are identified and included in the addendum; one minor change can have a ripple effect on other sheets.

Contract specification revisions or new contract specifications, created while a contract is on Ad, shall be stamped by the engineer directly responsible for the work. Those stamped specifications shall be filed in the Project File for the project. The addendum, which transmits revised or new specifications, does not need to show the stamp, provided the stamped originals are in the Project File. Plan revisions or new plans (in accordance with Division 4) sent out by an addendum need to be stamped by the engineer, and copies of those stamped plans will be sent out with the addendum.

A5-2 Notes to the Designer

For design-bid-build projects the start of the addendum should say:

*Addendum Number _____
The Contract is hereby modified as follows:*

For design-bid-build projects the following paragraph shall to be placed on all addenda:

Bidders shall furnish the Secretary of Transportation with evidence of the receipt of this addendum.

For design-build projects the start of the addendum should say:

*Addendum Number _____
The RFP is hereby modified as follows:*

For design-build projects the following paragraph shall to be placed on all addenda:

Proposers shall furnish the Secretary of Transportation with evidence of the receipt of this addendum.

The following paragraph should be placed on an addendum when changes are made to the Proposal and the addendum does not transmit a new Proposal as an attachment to the bidders:

Bidders are instructed to revise pages ___ and ___ of the Proposal as revised pages have not been prepared for attachment to this addendum. If the bidder fails to make these corrections on the Proposal, the items will be corrected by the Department.

The following example shows how to notify the bidder that the contract wage rates are to be deleted and replaced in an addendum:

Wage Rates:

Federal Wage Determination WA_____, Modification____, page____, is deleted and replaced with WA02000____, Modification____, page____.

This statement shows how the wage rate addendum would be worded when the wage rate determination is an attachment:

Attachment:

Federal Wage Determination WA_____, Modification____, page____. (Rev. February____, 2002)

A5-3 Guidelines for Preparing Addendum Plan Sheets

A5-3(1) Deletions

The item, line, figure, or detail to be deleted is completely removed from the sheet. The area where the deletion occurred shall NOT contain any addendum clouds. The deletion is to be noted in the revision block and shall be shaded per A5-3(5) of this appendix. When a plan sheet requires a P.E.'s stamp, the revision block date is to be dated on or before the date it is signed by the P.E. authorizing the change.

On Summary of Quantity, Qtabs, Structure Notes, and Sign Specification sheets, delete the line item(s), but leave the row or column in place as a blank placeholder.

A5-3(2) Added/Replacement Sheets

An added sheet is a sheet that previously did not exist. It is to be numbered and inserted in its proper location, adding an alphabetical character to its sheet designation; for example, the "A" in D6, D6A, D7.

A replacement sheet is a sheet on which the changes are so massive, a cloud(s) would cover a substantial portion (over 50%) of the sheet, or the changes could not be clearly defined with a cloud(s).

These sheets are noted in the revision block by the note "Added Sheet" or "Replacement Sheet," whichever is applicable. Only the revision block shall be shaded per A5-3(5) of this appendix.

A5-3(3) Revisions/Additions

The revision/addition note shall be placed in the revision block, and all revisions, including additions, shall be shaded per A5-3(5) of this appendix.

A5-3(4) Addendum Cloud (for Plan/Profile/Section/Detail Sheets Only)

On CAD-produced sheets (plan view, profile view, sections view, and detail), use the cloud line tool to identify an item(s) or area(s) to be changed.

Addendum cloud line attributes will have an arc radius of 0.1, arc angle of 145°, line style of 0, line weight of 5, and line color of 15 (RGB value = R:120, G:120, B:120).

Refer any questions about addendum cloud(s) to your region CAD coordinator or the HQ CAE Office.

A5-3(5) Shading

On Summary of Quantity, Qtabs, Structure Notes, and Sign Specification sheets, shade the cell(s) and revision block with color 240 (RGB value = R:180, G:180, B:180).

All PS&E submittals for Contract Advertisement and addenda shall be in PDF format.

Reproductions or photocopies will not be allowed as they make poor quality prints when reproduced. Some variation in shade density may be noticed when comparing output from various printers.

A5-4 Examples

Examples of addendum letters (and plan sheets) are available at your Region Plans Office.

A5-4(1) Plans Sheet Examples

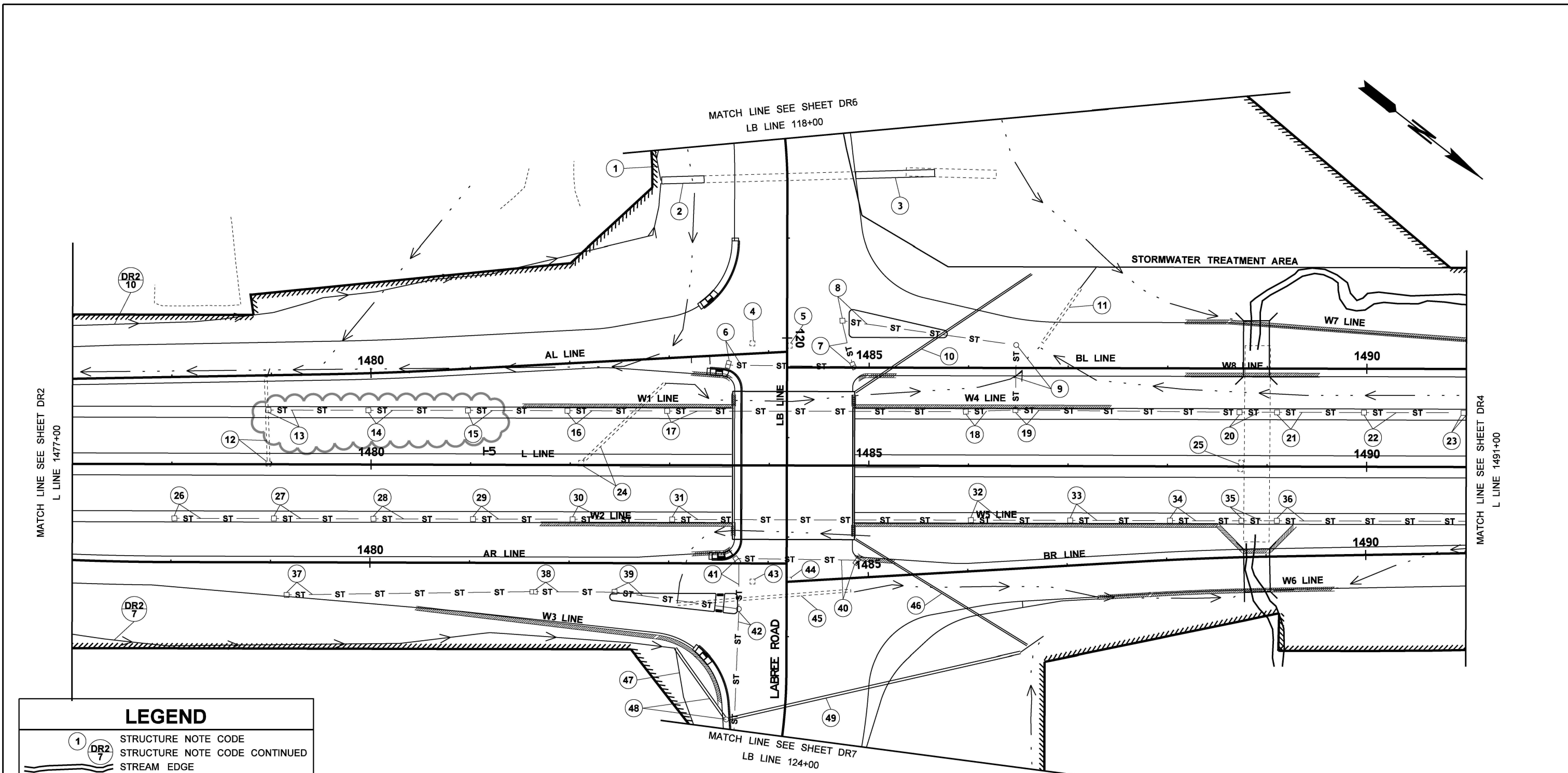
1. **Example A5-1**
This example shows how a Structure Note sheet would use addendum shading. This same type of shading would also be used in Summary of Quantity, Qtabs, and Sign Specification sheets.
2. **Example A5-2**
This example shows the addendum cloud on a Drainage Plan coinciding with Example A5-1.
3. **Example A5-3**
This example shows the addendum cloud on a Paving Plan sheet.
4. **Example A5-4**
This example shows an addendum cloud on a Traffic Control Plan.

Note: All examples show shading in the revision block.

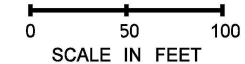
STRUCTURE NOTES - DRAINAGE

NOTE: THE FIRST NUMBER OF THE "CODE DESIGNATION" BELOW REFERS TO THE SHEET NO. OR THE SHEET REFERENCE NO. SHOWING THE DRAINAGE FEATURE. THE SECOND NUMBER REFERS TO THE DRAINAGE FEATURE FOUND ON THAT SHEET.		REMOVING DRAINAGE STRUCTUR	DITCH EXCAVATION INCL. HAUL	GRATE INLET TYPE 2	QUARRY SPALLS	DRAIN PIPE 6 IN. DIAM.	SCHEDULE A CULV. PIPE 12 IN. DIAM.	SCHEDULE A CULV. PIPE 18 IN. DIAM.	SCHEDULE A CULV. PIPE 24 IN. DIAM.	CL. V REINF. CONC. CULV. PIPE 36 IN. DIAM.	BORING AND JACKING 30 IN. PLAIN STEEL CULVERT PIPE	CATCH BASIN TYPE 1L	CATCH BASIN TYPE 2 54 IN. DIAM.	TESTING STORM SEWER PIPE	SEE GENERAL NOTES	GENERAL NOTES:
CODE	LOCATION \ UNIT OF MEASURE >	EACH	C.Y.	EACH	TON	L.F.	L.F.	L.F.	L.F.	L.F.	L.F.	EACH	EACH	L.F.		
DR1-1	L 1455+04.87 (0.85 LT)														14	Notes to the Designer: 1) Place addendum shading behind each field that is changed for an item. Include the associated Code and Location \ Unit fields for changed items. 2) For Excel generated sheets (such as linked or QTabs), set the cell background color per Plans Preparation Manual Appendix 5 requirements for shading. 3) For CAD graphics such as the revision block, place an addendum shade block using the color assignment defined in this appendix. 4) In the revision block of the title block, include the addendum number and a brief description of the change. The date should correspond to the addendum date.
DR1-2	L 1455+04.17 (79.95 LT) TO L 1455+03.20 (133.85 LT)						29								1, 9, 11	
DR1-3	L 1459+98.73 (0.85 LT)														14	
DR1-4	L 1459+96.86 (82.68 LT) TO L 1459+95.44 (132.75 LT)							36							1, 9, 11	
DR2-1	L 1463+98.25 (2.3 LT)	1													14	
DR2-2	L 1463+97.62 (92.6 LT) TO L 1463+97.05 (138.04 LT)							33							1, 9, 11	
DR2-3	L 1467+85.76 (112.37 RT) TO L 1467+85.68 (137.79 LT)										233				9	
DR2-4	L 1467+97.54 (92.63 RT) TO L 1467+97.76 (6.85 RT)														7	
DR2-5	L 1467+98.72 (0.59 RT)	2														
DR2-6	L 1467+98.72 (0.59 RT) TO L 1467+97.98 (105.43 LT)														7	
DR2-7	AR 1473+96.44 (48.51 RT)															
DR2-8	L 1473+97.88 (1.56 LT) TO L 1473+96.63 (86.41 LT)														14	
DR2-9	L 1473+96.63 (86.41 LT) TO L 1473+95.06 (130.6 LT)														1, 9, 11	
DR2-10	AL 1473+99.78 (54.89 LT) TO AL 1483+00.88 (175.45 LT)							43								
DR3-1	LB 131+80.14 (127.07 LT) TO LB 135+86.41 (73.55 RT)															
DR3-2	LB 131+80.14 (126.23 LT) TO LB 131+80.57 (83.61 LT)									56					1, 9, 11	
DR3-3	LB 131+61.67 (68.75 RT) TO LB 131+62.04 (147.96 RT)									102					1, 9, 11	
DR3-4	LB 129+94.43 (34.79 LT)	1														
DR3-5	LB 129+92.29 (2.64 RT)	1														
DR3-6	LB 129+73.18 (59.08 LT) TO LB 129+72.24 (66.57 RT)											1		98	1, 2, 6, 14	
DR3-7	BL 1484+84.19 (1.89 LT) TO BL 1484+73.14 (47.06 LT)												1	56	1, 2, 8, 14	
DR3-8	BL 1484+73.14 (47.06 LT) TO BL 1486+47.76 (23.12 LT)												1	176	1, 2, 8, 14	
DR3-9	BL 1486+47.76 (23.12 LT) TO BL 1486+47.13 (42.3 RT)													65	1, 2, 13	
DR3-10	BL 1484+86.92 (25.36 RT) TO BL 1486+63.71 (93.74 LT)					213									1, 9	
DR3-11	BL 1486+74.22 (25.5 LT) TO BL 1487+11.74 (80.07 LT)														7	
DR3-12	L 1478+97.01 (0.66 LT) TO L 1478+94.00 (87.83 LT)	1													7	
DR3-13	L 1478+96.83 (54.5 LT) TO L 1479+97.17 (54.5 LT)											1		100	1, 2, 6, 14	
DR3-14	L 1479+97.17 (54.5 LT) TO L 1480+97.21 (54.5 LT)											1		100	1, 2, 6, 14	
DR3-15	L 1480+97.21 (54.5 LT) TO L 1481+97.21 (54.5 LT)											1		100	1, 2, 6, 14	
DR3-16	L 1481+97.21 (54.5 LT) TO L 1482+97.26 (54.5 LT)											1		100	1, 2, 6, 14	
DR3-17	L 1482+97.26 (54.5 LT) TO L 1485+97.23 (54.51 LT)											1		300	1, 2, 6, 14	
DR3-18	L 1485+97.23 (54.51 LT) TO L 1486+47.12 (56.15 LT)											1		50	1, 2, 6, 14	
DR3-19	L 1486+47.12 (56.15 LT) TO L 1488+72.27 (54.5 LT)											1		224	1, 2, 6, 14	
SHEET TOTAL		6				213		141		158		233	8	2	1369	

FILE NAME: c:\users\hillcl\pw_wsdot\d0561189\PPM_App5-Example_A5-1.dgn		REGION NO. STATE		FED.AID PROJ.NO.		 Washington State Department of Transportation		EXAMPLE A5-1		PLAN REF NO	
TIME: 4:24:20 PM	DATE: 1/12/2023	10	WASH							NT1	
PLOTTED BY: hillcl	DESIGNED BY:	ENTERED BY:	CHECKED BY:	PROJ. ENGR.:	REGIONAL ADM.:	CONTRACT NO.:	LOCATION NO.:	STRUCTURE NOTES - DRAINAGE		SHEET	
				AD1 - QUANTITY CHANGE		01/12/2023	CH			OF	
				REVISION		DATE	BY				



LEGEND	
①	STRUCTURE NOTE CODE
DR2	STRUCTURE NOTE CODE CONTINUED
—	STREAM EDGE
- - -	EXISTING DITCH BOTTOM
□	EXISTING CATCH BASIN
- - - - -	EXISTING CULVERT
- - -	DITCH BOTTOM
- ST - ST -	STORM SEWER LINE
—	BOX CULVERT
—	CULVERT
□	CATCH BASIN
□	GRATE INLET
○	MANHOLE



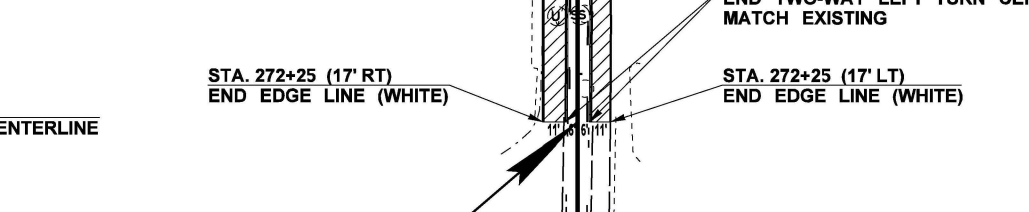
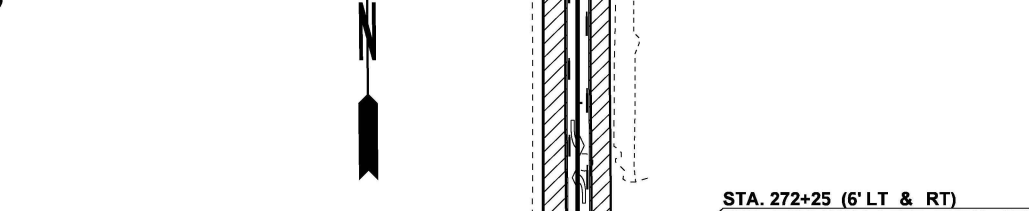
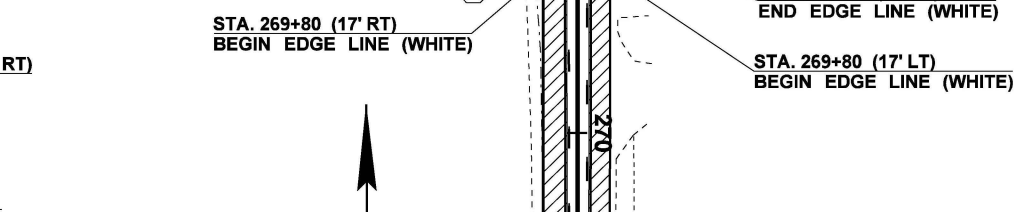
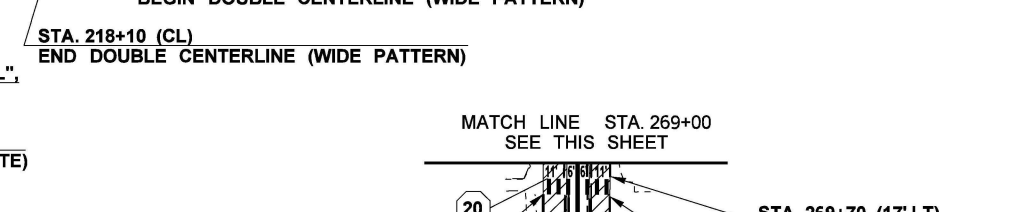
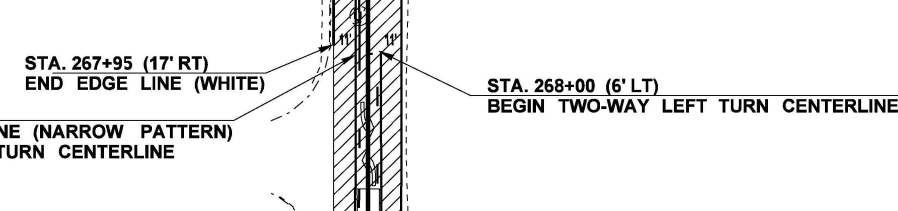
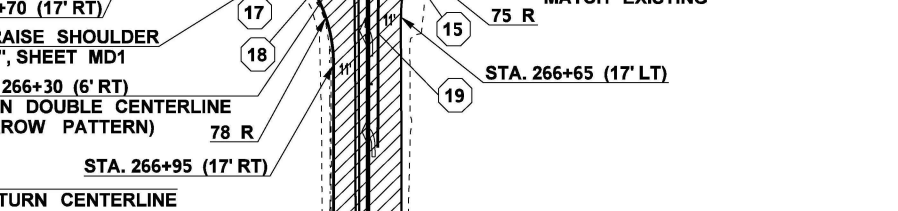
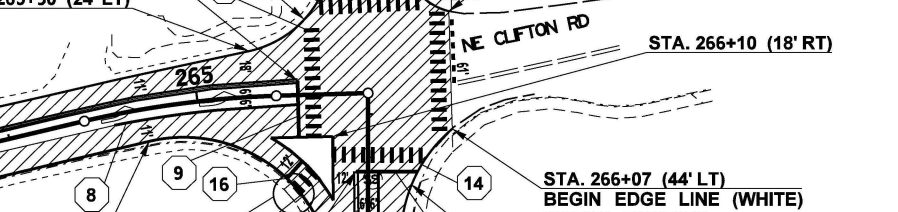
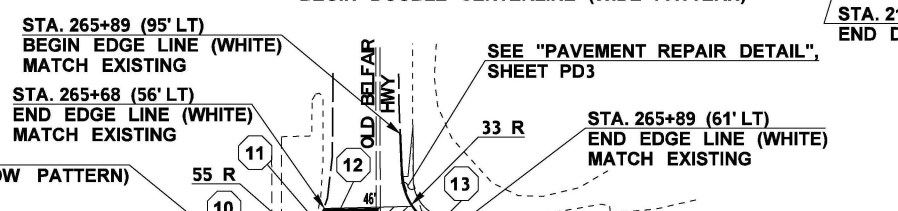
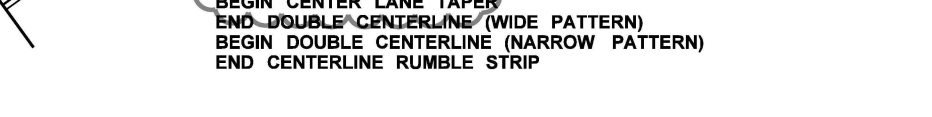
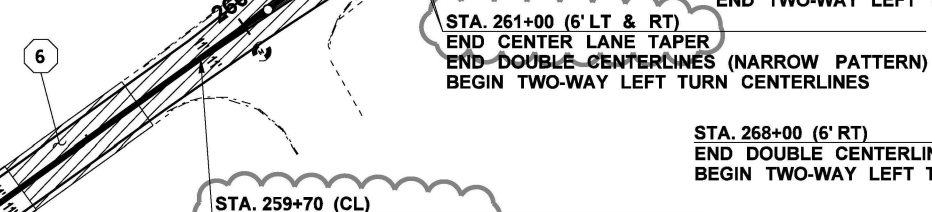
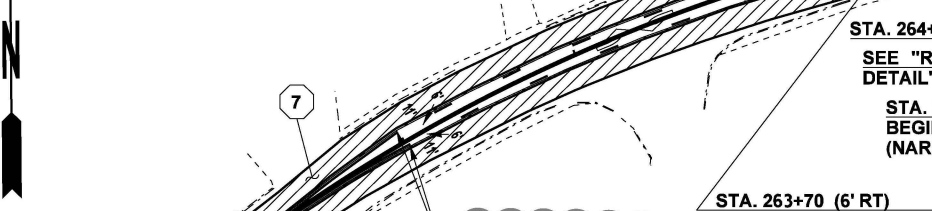
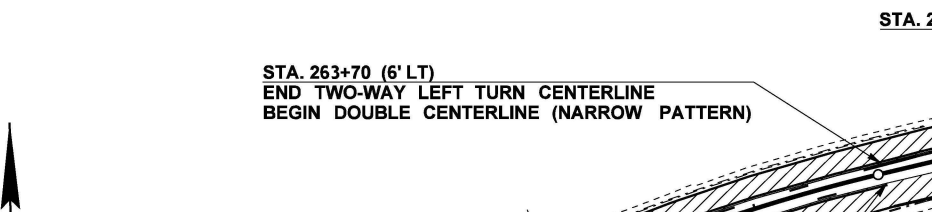
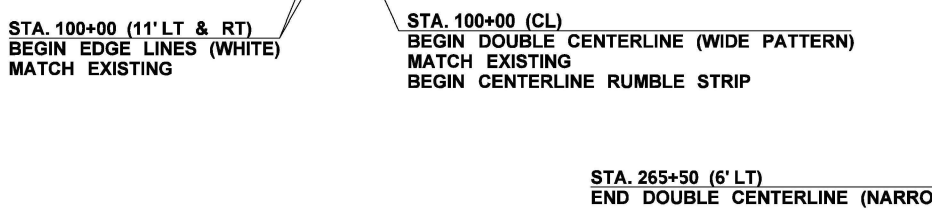
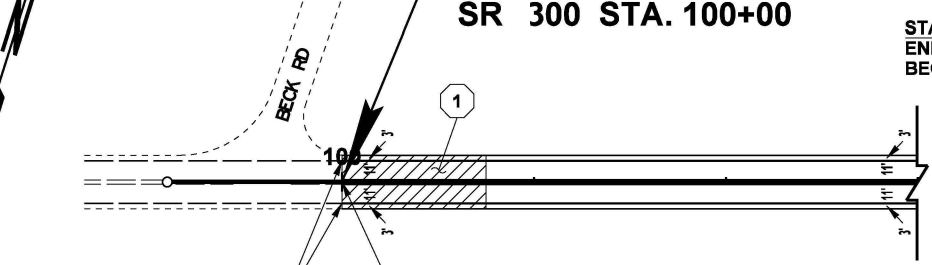
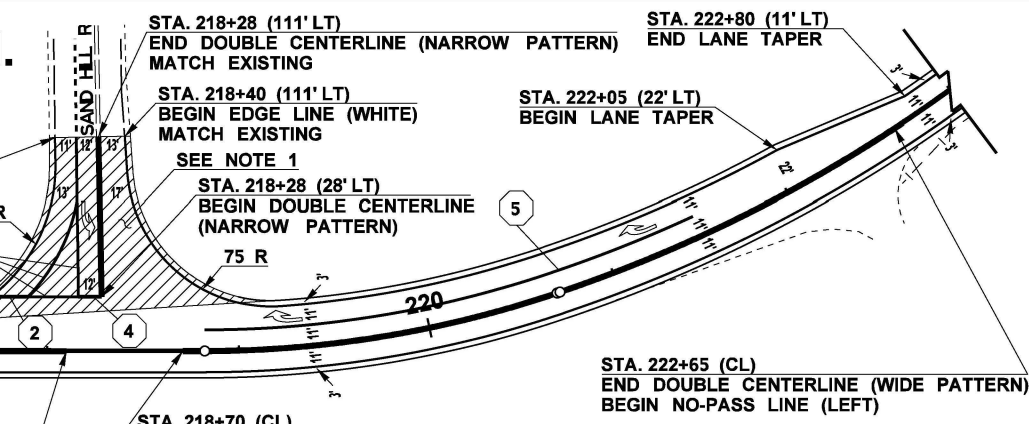
Notes to the Designer:

- 1) When placing the addendum boundary around the area modification, place the boundary as close as possible to the changed items, but still show the other work.
- 2) In the revision block of the title block, include the addendum number and a brief description of the change. The date should correspond to the addendum date.

FILE NAME	c:\users\hillclpw_wsdotd0561189\PPM_App5-Example_A5-2.dgn			REGION NO.	STATE	FED.AID PROJ.NO.	Washington State Department of Transportation	EXAMPLE A5-2	Plot 3
TIME	4:24:23 PM			10	WASH	NH-0000(000)			PLAN REF NO
DATE	1/12/2023			JOB NUMBER				DR3	
PLOTTED BY	hillcl			CONTRACT NO.				SHEET	
DESIGNED BY	DESIGNER			LOCATION NO.				OF	
ENTERED BY	CAD OPERATOR							SHEETS	
CHECKED BY	TEAM LEAD								
PROJ. ENGR.	PROJECT ENGINEER	AD1 - DRAINAGE SYSTEM CHANGE	01/12/2023	CH					
REGIONAL ADM.	REGIONAL ADM.	REVISION	DATE	BY					

T. 22N. & 23N. R. 1W. & 2W. W.M.

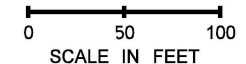
BEGIN F.A. STP-0300(006)
BEGIN PROJECT
SR 300 M.P. 0.00
SR 300 STA. 100+00



END F.A. STP-0300(006)
END PROJECT
SR 300 M.P. 3.28
SR 300 STA. 272+25

LEGEND					
-----	EXISTING EDGE OF PAVED SHOULDER	-----	EDGE OF PAVED SHOULDER	-----	NO-PASS LINE OR TWO-WAY LEFT-TURN CENTERLINE
-----	EXISTING CURB	-----	TRAFFIC ARROW	#	QUANTITY TABULATION NOTE SEE SHEET QT1
-----	EXISTING EDGE LINE	-----	EDGE LINE	////	PLANING BITUMINOUS PAVEMENT
-----	EXISTING DOUBLE CENTERLINE	=====	DOUBLE CENTERLINE	U	EXISTING VALVE BOX TO BE ADJUSTED
-----	EXISTING WIDE LINE	-----	WIDE LINE		
-----	EXISTING STOP LINE	-----	STOP LINE		
.....	EXISTING CROSSWALK BAR		CROSSWALK BAR		

- NOTES:**
- SEE SHEET PD1 FOR PAVING AT INTERSECTIONS AND ROAD APPROACHES.
 - SEE SHEET QS1 FOR ADDITIONAL PAVEMENT MARKING QUANTITIES.
 - ALL PLASTIC PAVEMENT MARKINGS SHALL BE TYPE D PLASTIC.



FILE NAME	c:\users\hillclpw_wsdot\d0561189\PPM_App5-Example_A5-3.dgn			REGION NO.	STATE	FED.AID PROJ.NO.	Washington State Department of Transportation	EXAMPLE A5-3	PLAN REF NO
TIME	4:24:29 PM			10	WA				PM1
DATE	1/12/2023			JOB NUMBER				SHEET	
PLOTTED BY	hillcl			CONTRACT NO.				OF	
DESIGNED BY				LOCATION NO.				SHEETS	
ENTERED BY									
CHECKED BY									
PROJ. ENGR.	AD1 - TAPER MODIFICATION	01/12/2023	CH						
REGIONAL ADM.	REVISION	DATE	BY						

BEGIN PROJECT
SR 8 MP 4.30
EB8 697+63.54

SEE NOTE #
G20-2A
 48"
END ROAD WORK
 24"
 FOR PROJECT INFORMATION
 1-800-###-####
G24-501
 36"

Notes to the Designer:
 5) Restoring the existing speed limit is typically 500' +/- after the median crossover; due to the nearby intersection the existing speed limit sign was used about 1000' +/- away.

36"
SPEED LIMIT
60
 48"
 R2-1 (B/W)

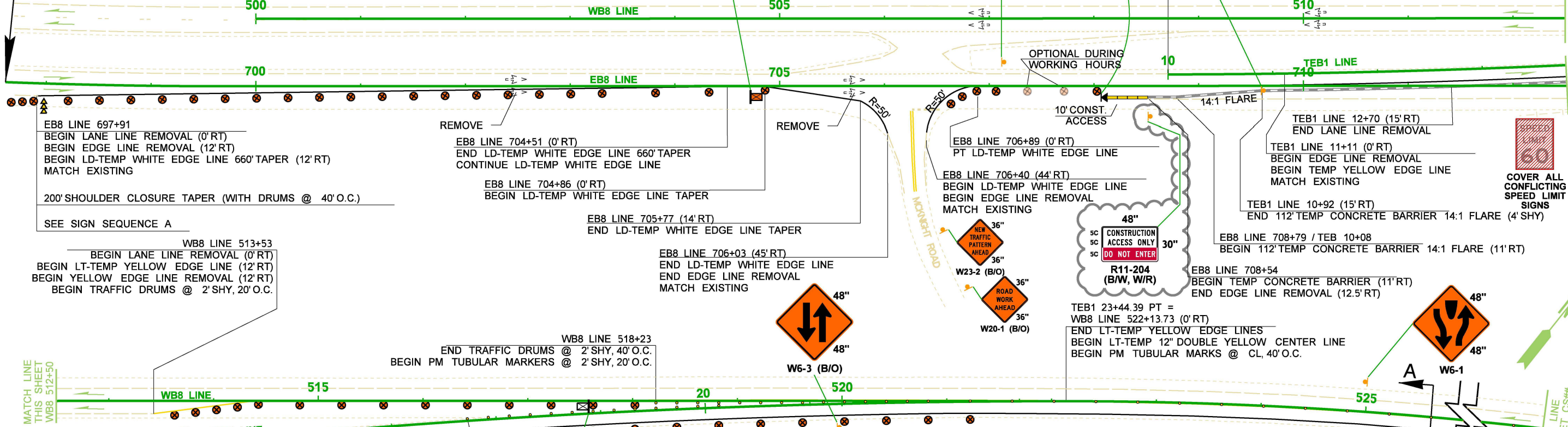
48"
TRUCKS LEAVING HIGHWAY
 48"
 W21-30A

48"
 W1-4L
 48"
 W13-1
45 MPH
 30"

TEB1 10+00.00 PC =
 EB8 708+70.75 (11'LT)

BARRIER-MOUNTED
 12"
 36"
 W12-501R (B/Y)
 W12-401R (B/Y)

TL-3 APPROVED TEMPORARY IMPACT ATTENUATOR LIST	
ASBORB 350 (9 ELEMENTS)	SLED (4 MODULES)
ASBORB-M (3 ELEMENTS)	ACZ-350 (4 SECTIONS)
	TRITON CET (6 SECTIONS)
TL-3 ATTENUATORS APPROVED FOR ALL SPEEDS.	



EB8 LINE 697+91
 BEGIN LANE LINE REMOVAL (0'RT)
 BEGIN EDGE LINE REMOVAL (12'RT)
 BEGIN LD-TEMP WHITE EDGE LINE 660' TAPER (12'RT)
 MATCH EXISTING

200' SHOULDER CLOSURE TAPER (WITH DRUMS @ 40'O.C.)

SEE SIGN SEQUENCE A

WB8 LINE 513+53
 BEGIN LANE LINE REMOVAL (0'RT)
 BEGIN LT-TEMP YELLOW EDGE LINE (12'RT)
 BEGIN YELLOW EDGE LINE REMOVAL (12'RT)
 BEGIN TRAFFIC DRUMS @ 2'SHY, 20'O.C.

REMOVE
 EB8 LINE 704+51 (0'RT)
 END LD-TEMP WHITE EDGE LINE 660' TAPER
 CONTINUE LD-TEMP WHITE EDGE LINE

REMOVE
 EB8 LINE 704+86 (0'RT)
 BEGIN LD-TEMP WHITE EDGE LINE TAPER

EB8 LINE 705+77 (14'RT)
 END LD-TEMP WHITE EDGE LINE TAPER

EB8 LINE 706+03 (45'RT)
 END LD-TEMP WHITE EDGE LINE
 END EDGE LINE REMOVAL
 MATCH EXISTING

EB8 LINE 706+89 (0'RT)
 PT LD-TEMP WHITE EDGE LINE

EB8 LINE 706+40 (44'RT)
 BEGIN LD-TEMP WHITE EDGE LINE
 BEGIN EDGE LINE REMOVAL
 MATCH EXISTING

TEB1 LINE 12+70 (15'RT)
 END LANE LINE REMOVAL

TEB1 LINE 11+11 (0'RT)
 BEGIN EDGE LINE REMOVAL
 BEGIN TEMP YELLOW EDGE LINE
 MATCH EXISTING

TEB1 LINE 10+92 (15'RT)
 END 112' TEMP CONCRETE BARRIER 14:1 FLARE (4' SHY)

EB8 LINE 708+79 / TEB 10+08
 BEGIN 112' TEMP CONCRETE BARRIER 14:1 FLARE (11'RT)

EB8 LINE 708+54
 BEGIN TEMP CONCRETE BARRIER (11'RT)
 END EDGE LINE REMOVAL (12.5'RT)

R11-204 (B/W, W/R)
 SC CONSTRUCTION ACCESS ONLY
 SC DO NOT ENTER

TEB1 23+44.39 PT =
 WB8 LINE 522+13.73 (0'RT)
 END LT-TEMP YELLOW EDGE LINES
 BEGIN LT-TEMP 12" DOUBLE YELLOW CENTER LINE
 BEGIN PM TUBULAR MARKS @ CL, 40'O.C.

WB8 LINE 518+23
 END TRAFFIC DRUMS @ 2'SHY, 40'O.C.
 BEGIN PM TUBULAR MARKERS @ 2'SHY, 20'O.C.

MATCH LINE THIS SHEET
 TEB1 13+80
 EB8 712+52

MATCH LINE THIS SHEET
 WB8 512+50

MATCH LINE THIS SHEET
 TEB1 15+83
 EB8 712+52

MATCH LINE THIS SHEET
 WB8 528+50

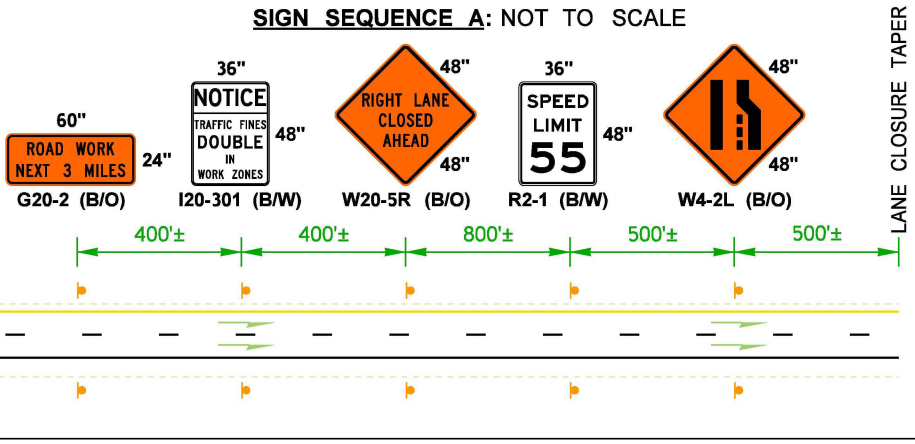
TEB1 LINE 15+83 (15'RT)
 END TEMP CONCRETE BARRIER
 END EDGE LINE REMOVAL
 BEGIN TRAFFIC DRUMS @ 4'SHY, 40'O.C.

TEB1 LINE 15+83 (2'LT)
 BEGIN PM TUBULAR MARKERS
 @ 2'SHY, 20'O.C.

36"
KEEP RIGHT
 48"
 R4-7B (B/W)

PCMS	
1	2
LANE CLOSURE 1.5 MILES	ROADWAY NARROWS 15' WIDE
2.0 SEC	2.0 SEC

FIELD LOCATE 1.5 +/- MILES PRIOR TO FIRST LANE CLOSURE TAPER.
 LOCATE PCMS PER WSDOT STANDARD SPEC. 1-10.3(3)C.

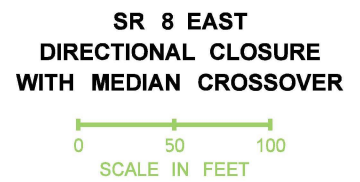


R4-1 (B/W)
DO NOT PASS
 48"
 NEXT 2 MILES
 30"
 W7-3aP (B/W)

30"
SPEED LIMIT
55
 36"
 R2-1 (B/W)

LEGEND:

- ⊐ CLASS A SIGN LOCATION
- ⊠ 5' MIN TRIPOD-MOUNTED CLASS A SIGN LOCATION
- PAVEMENT-MOUNTED TUBULAR MARKERS
- ⊙ TRAFFIC SAFETY DRUM
- ➡ SEQUENTIAL ARROW SIGN (ARROW BOARD)
- LONG-DURATION TEMPORARY LINES
- TEMPORARY BARRIER
- TEMPORARY IMPACT ATTENUATOR



Notes to the Designer:
 1) Regardless of the Work Zone Traffic Control deliverable approach - full color or black & white, addendum clouds and shading are applied per requirements defined in this appendix.

FILE NAME c:\users\hillcl\pw_wsdot\d0561189\PPM_App5-Example_A5-4.dgn	ADDED CONSTRUCTION ENTRANCE SIGN 10/27/2022	FL	REGION NO. 10	STATE WASH	FED.AID PROJ.NO.	<p>Washington State Department of Transportation</p>	<p>EXAMPLE A5-4</p> <p>STAGED TRAFFIC CONTROL PLAN</p>	Plot 12
TIME 4:24:39 PM			JOB NUMBER					PLAN REF NO STC2
DATE 1/12/2023			CONTRACT NO.		LOCATION NO.			SHEET
PLOTTED BY hillcl								OF
DESIGNED BY								SHEETS
ENTERED BY								
CHECKED BY								
PROJ. ENGR.								
REGIONAL ADM.	REVISION	DATE	BY					