

## POLICY ON APPROVED SPECIAL DETAILS

### INTRODUCTION

This policy on Approved Special Details (ASD) is created to clarify to designers what the purpose of Approved Special Details is, and how to use them.

### PURPOSE

The purpose of ASDs, much like Standard Details, is to relieve the designer of the need to recreate from scratch that which is already designed and drawn. ASDs are normally created for new, experimental, or expensive alternatives to the devices and structures in the Standard Details.

Normally an ASD is approved by the Publications Committee. The Publications Committee consists of voting members from Contract Administration, Engineering, Traffic Engineering, Materials Control, and Maintenance Divisions. When appropriate, input is also sought from contractors, consultants, and other specialists within the DOH.

### USE

ASDs may be considered for use on any project where they are appropriate and where the Standard Details do not meet the needs or constraints of a particular project or site. Standard Details are included in a project by reference; Approved Special Details, like any special detail, must be included in the project plans. It is important for designers to stay familiar with the Approved Special Details because new ones may be added, existing ones may be deleted, or existing ones may become standard details.

Some ASDs require the use of a pre-approved Special Provision and/or a bid item number that is unique to the device or structure on that ASD.

For some devices or structures, it may be necessary that the construction inspectors/engineers be given some minimal level of specialized instruction regarding the device or structure.

### FOLLOW-UP

For some of the devices or structures the DOH may want to follow-up by examining the cost of the installation, the quality of the installation, the durability of the device, the results following a collision, or other reasons. Therefore, it is imperative that Districts maintain good records of the use of these Approved Special Details and inform the appropriate authority of any collision damage.