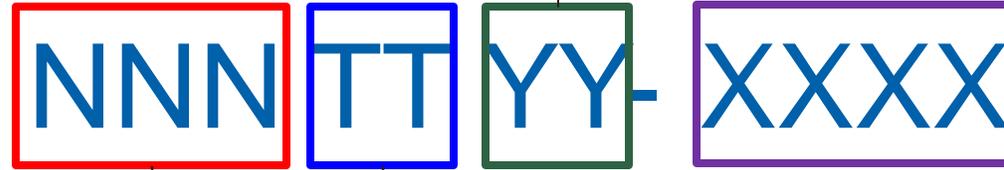


Pay Item Formatting



Spec Book Year – A two-digit code for the spec book year to track pay item history as the spec changes.

Sequential Number – A sequential number starting at 0001 for each Section and Type. Pay items will be grouped so similar pay items appear near each other in the Proposal. No formal grouping will be defined.

Section Number – The actual Section from the Spec Book that this Pay Item ties to. For SP's and CN's, this will be the Section of the book the SP or CN is tied to.

Pay Item Type

- **SD** – Standard (defined by the Spec Book)
- **SP** – Provisional (defined by a Standard Special Provision or Copied Note)
- **SX** – Non-Standard (defined by a Project-Specific Special Provision or Copied Note)
- **PA** – Post-Award (not part of bid, but still used to pay the Contractor)

Examples:

Description	Current No.	New No.
Clearing and Grubbing	00111	301SD-0001
Asphalt Concrete Type SM-4.75A (NS Asphalt Concrete)	10598	315SP-0001
Disposal of Contaminated Groundwater (NS Envir. Protection)	70515	522SX-0001
Police Patrol	24283	00TEC-0001*

*This covers a class of pay items that never appear in bids. They either cover Change Order (Force Account) situations, or payments to third parties, such as VDOT paying VSP to be on the project site. TEC stands for "Total Estimated Cost" and is currently the Pay Unit for these items.