

# PL Project Update for Industry

February 8, 2008

Progress of the plain language (PL) project is summarized in 3 parts:

1. Gradual conversion of the *2006 Standard Specifications* and standard special provisions
2. Implementation of the new PL *Bid* book
3. 2010 edition of the standards

## 1. Gradual conversion of current specifications

Caltrans is gradually changing current specifications to plain language (PL). The amendments to the 2006 *Standard Specifications* include the following:

### **SECTION 1: DEFINITIONS AND TERMS**

Issue Date: January 18, 2008

Section 1-1.01, "General," of the Standard Specifications is amended by adding the following:

- The Department is gradually changing the style and language of the specifications. The new style and language includes:
  1. Use of:
    - 1.1. Imperative mood
    - 1.2. Introductory modifiers
    - 1.3. Conditional clauses
  2. Elimination of:
    - 2.1. Language variations
    - 2.2. Definitions for industry-standard terms
    - 2.3. Redundant specifications
    - 2.4. Needless cross-references
- The use of this new style does not change the meaning of a specification not yet using this style.
- The specifications are written to the Bidder before award and the Contractor after. Before award, interpret sentences written in the imperative mood as starting with "The Bidder must" and interpret "you" as "the Bidder" and "your" as "the Bidder's." After award, interpret sentences written in the imperative mood as starting with "The Contractor must" and interpret "you" as "the Contractor" and "your" as "the Contractor's."
- Unless an object or activity is specified to be less than the total, the quantity or amount is all of the object or activity.
- All items in a list apply unless the items are specified as choices.
- Interpret terms as defined in the Contract documents. A term not defined in the Contract documents has the meaning defined in Means Illustrated Construction Dictionary, Condensed Version, Second Edition.

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### 2. Implementation of the PL Bid book

The PL *Bid* book will replace the existing *Proposal and Contract* book. A copy of the PL contract form, currently included in the *Proposal and Contract* book, will be included as an amendment to Section 3 of the *Standard Specifications*. The final draft PL *Bid* book is under internal review. When finalized, it will be posted on the Department's web site. The PL *Bid* book will be used for projects advertised after March, 2008.

### 3. 2010 Standards

The next edition of the standards is scheduled for release at the end of 2010. The 2010 standards will have a new division organization and will be in PL. The same division numbers will be used for the *Standard Specifications*, project specific specifications, *Standard Plans*, and bid item codes.

Division 100, "General Conditions and Requirements" includes the rewrite of Sections 1 through 9 of the 2006 *Standard Specifications*. The final draft of Division 100 is scheduled to be posted on the Department's Web site before March, 2008.