

Utility Area Core Skill Training Matrix.

Category	Course	Description	Level of Training Needs (Hours) for Each Stakeholder Group													
			Texas Department of Transportation						Utility Owner			Consultant			Contractor	
			ROW Division Staff	Utility Coordinators	Project Managers	Design Engineers	Construction Inspectors	Area Engineers	Executive Level	Staff/Design	Field Staff	Transportation	Utility Coordination	SUE	Highway	Utility
TxDOT Project Development Process	TxDOT Project Development and Delivery Process	Discussion on the different phases of PDP process including activities under each phase, milestones and utility coordination fits into the PDP process.	16+	8–16	16+	16+	5–8	16+	1–4	5–8	1–4	16+	8–16	8–16	8–16	1–4
	TxDOT Design Plans and Specifications	Elements in a typical design plan and examples on how it relates to utility facilities and relocation; understand a set of plans, (plan-profile, plan assembly).	1–4	8–16	8–16	8–16	8–16	8–16	1–4	5–8	5–8	8–16	8–16	8–16	8–16	8–16
Utility Process from Utility Owner’s Perspective	Utility Project Development and Delivery Process	Discussion on how utility projects are developed and executed, including utility adjustments associated with highway projects. This course addresses different types of utility projects, including oil and gas, water and sewer, electric, and communications.	8–16	8–16	5–8	8–16	5–8	8–16	n/a	n/a	n/a	8–16	8–16	8–16	5–8	n/a
	Utility Design Plans and Specifications	Understanding of utility facility location maps and construction plans.	5–8	16+	5–8	8–16	8–16	8–16	n/a	n/a	n/a	8–16	8–16	8–16	5–8	n/a
Utility Coordination	Federal and State Laws and Regulations	Understanding of federal and state laws and regulations that affect project development and utility adjustments and accommodation.	8–16	8–16	8–16	5–8	5–8	5–8	5–8	5–8	5–8	8–16	8–16	5–8	8–16	1–4
	Utility Coordination Process	Understanding of principles of utility coordination and of best practices in utility coordination with emphasis on early involvement efforts and other practices.	8–16	8–16	8–16	8–16	1–4	8–16	1–4	8–16	1–4	8–16	8–16	5–8	5–8	5–8
	Memorandums of Understanding	The purpose of MOUs and how to use them in facilitating the utility coordination process.	5–8	5–8	5–8	1–4	1–4	1–4	5–8	5–8	1–4	1–4	1–4	1–4	n/a	n/a
	Utility Conflict Management	Discussion about utility conflicts, including how to identify utility conflicts and manage them.	5–8	5–8	5–8	5–8	5–8	5–8	1–4	1–4	1–4	5–8	5–8	5–8	5–8	5–8
	Utility Investigations	Discussion of the state of practice in utility investigation techniques, analysis of their potential to identify various levels of SUE data.	5–8	8–16	5–8	8–16	1–4	1–4	1–4	5–8	1–4	8–16	8–16	N/A	5–8	8–16
	Utility Adjustment Cost Estimates	Understanding of various components of utility cost estimates, accounting methods, TxDOT requirements and challenges associated with cost estimation.	8–16	8–16	8–16	8–16	1–4	5–8	5–8	8–16	1–4	8–16	8–16	1–4	1–4	1–4
	Utility Agreement Assemblies	Discussion on items included in the utility agreement assembly, the requirements and challenges of putting the agreement together.	5–8	5-8	5–8	5–8	5–8	5–8	1–4	5-8	5–8	5–8	5-8	1–4	1–4	1–4
Utility Permitting	Preparation, Submission, and Review of Utility Permits	Requirements for submitting utility permits; training on the Utility Installation Request (UIR) program, and review of these permits.	5–8	5–8	5–8	5–8	5–8	5–8	1–4	5–8	1–4	5–8	5–8	1–4	1–4	1–4