
Layout / Formatting Guide for Developing Construction Guide Specifications for Pavement Preservation Treatments

This document is intended to provide specification developers a guideline for writing construction guide specifications for pavement preservation treatments. The common layout, format, and sections will allow for a consistent and systematic flow for the writing, reviewing, publication, and use of these types of specifications.

REFERENCE DOCUMENTS

1. Style Manual for AASHTO Publications
2. The Guide Specification for Highway Construction (To be used as examples)
3. AASHTO Resolution (Attached)

GENERAL GUIDANCE

1. All construction guide specifications should:
 - a. be labeled “Construction Guide Specification for (name of the treatment or process)” .,
 - b. use ‘Active Voice, Imperative Mood’,
 - c. use the five sections listed below. Others may be used if the topic does not fit within one of the five sections.
 - i. Description
 - ii. Materials
 - iii. Construction
 - iv. Measurement
 - v. Payment

The following document further explains what should be contained in each section. The layout of this guide document is intended to serve as a template for the layout of the construction guide specifications.

SUBMITTAL

Construction specifications for pavement preservation treatments are to be reviewed by the AASHTO Committee On Materials and Pavements (COMP) Technical Subcommittee 5b – Bridge and Pavement Preservation. These documents will follow the COMP approval process. To submit a guide specification for review and discussion contact the COMP TS 5b Chairperson, Vice Chairperson or the AASHTO liaison for COMP.

Current Chair (2018) – Derek Nener-Plante : Derek.Nener-Plante@maine.gov

Current Vice (2018) – Travis Walbeck : travis.b.walbeck@wv.gov

The logo for the American Association of State Highway and Transportation Officials (AASHTO). It features the word "AASHTO" in a bold, sans-serif font. A thick horizontal bar is positioned above the letters "A", "S", "H", and "T".

American Association of State Highway and Transportation Officials
444 North Capitol Street N.W., Suite 249
Washington, D.C. 20001

SECTION XXX

GUIDE FOR WRITING PAVEMENT PRESERVATION CONSTRUCTION GUIDE SPECIFICATIONS

XXX.01 Description

Description section should be used to identify the specific treatment or process. This section should clearly, but concisely state the overall construction process. Use as few words as possible while making sure that the reader understands what this guide documents.

XXX.02 Materials

This section should be used to list the materials that would typically be used with the treatment or process.

- A. Whenever possible the writer should reference AASHTO Materials Specifications for the specific properties or tests required for the listed materials.
- B. If no materials are used for a process the section should contain the words, “Not Used” or “Reserved.”

XXX.03 Construction

This section should clearly describe the actions required for this treatment. Performance specifications are preferred; avoid using method specifications. Subsections should be considered and be organized to provide details in a sequential fashion.

- A. Some suggested subsections are:
 - a. Equipment. Essential equipment needed to complete the construction.
 - b. surface condition required prior to treatment application, measurement criteria (more performance – less method)
 - c. application outcome measurement criteria
 - d. test strip,
 - e. specific quality control tasks required when and how often,
 - f. acceptance criteria,
 - g. etc.

XXX.04 Measurement

This section should contain the criteria (process, precision, and units) with which the accepted treatment is to be measured. Typical methods of calculation of quantities and methods of

acceptance may also be included in this section. Payment adjustments may be included in this section. The criteria should be clearly stated for final acceptance of the specific type of treatment.

XXX.05 Payment

This section should include items intended to be paid as part of the preservation. Typically, a table or list will have the items and their corresponding unit of measurement. Payment adjustments may be included in this section.

Commentary:

- 1. Recommended practices or best practices should be located within the section with other information that the recommendation supports. These notes should be labeled as a recommendation and the font should be italicized.*
 - 2. Other sections or subsections may be used if the treatment is not adequately specified with the five standard sections and recommended subsections.*
 - 3. Tables of values are encouraged in conveying installation tolerances, material properties, or acceptance limits. Tables should be clear, concise, easy to read, and be numbered within their corresponding section. Lengthy tables should be considered as an addendum.*
 - 4. Figures, diagrams, pictures are discouraged.*
 - 5. Items within a list should be identified with numbers or letters, the use of symbols is discouraged.*
 - 6. State specific or region-specific practices should be limited whenever possible. When these practices become important to the use of the specification a state specific or region specific supplemental should be written by the agency or regional organization to accompany the AASHTO Construction Guide Specification.*
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**AASHTO Committee on Maintenance
Administrative Resolution**

**Title: Establish a Collaborative Review Process for Pavement Preservation Treatment
Construction Guidance Specifications**

WHEREAS, The AASHTO Highways Committee on Maintenance is seen as a leading technical resource for extending pavement life through the timely use of pavement preservation, a proven strategy used throughout the nation to keep highways, roads, and streets in good condition; and

WHEREAS, Many AASHTO member departments look to their maintenance staff to construct pavement preservation treatments using in-house personnel, or when contracted, perform construction inspection; and

WHEREAS, The AASHTO TSP-2 has created a Pavement Preservation Emulsion Task Force and a Concrete Pavement Preservation Task Force consisting of technical experts from AASHTO member agencies, material suppliers, contractors, consultants, academia, and FHWA to develop specification documents for Design, Materials, and Construction that will improve the reliability and performance of pavement preservation treatments; and

WHEREAS, The Pavement Preservation Emulsion Task Force and Concrete Pavement Preservation Task Force have submitted and received approval on many Design and Material Specifications from the Committee on Materials and Pavements; and

WHEREAS, AASHTO approved construction guidance specifications for preservation treatments are needed by agencies and industry alike to ensure uniform application techniques and construction practices; and

WHEREAS, The Committee on Materials and Pavements has recently formed a Technical Subcommittee-5b that routinely meets to review Bridge and Pavement Preservation specifications related to design and materials; and

WHEREAS, Maintenance input is critical in the review and approval process of construction guidance specifications for pavement preservation treatments; and

WHEREAS, The AASHTO member departments can be best served by a collaborative effort with the Committees on Maintenance (COM), Materials and Pavements (COMP), and Construction (COC) to implement a thorough and timely review process for pavement preservation construction guidance specifications; and

NOW, THEREFORE, BE IT RESOLVED, That the AASHTO Highways Committee on Maintenance recommends to the Highways and Streets Council of the AASHTO Transportation Policy Forum to assign to the Committee on Materials and Pavements, Technical Subcommittee 5b, for a five year period, the responsibility for reviewing, maintaining, and publishing pavement preservation materials standards and pavement preservation treatment construction guidance specifications to the corresponding publications (e.g. AASHTO Materials Book or AASHTO Construction Guide); and that the COMP Technical Subcommittee 5b add 3 to 5 voting representatives from each of the Committees on Maintenance and Construction for the development and review of preservation construction guidance specifications.