

**DATE:** July 15, 2024

**SUBJECT:** Roll Plan Requirements and Workflow

**TO:** District Executives

**FROM:** Christine A. Spangler, P.E.  
Director  
Bureau of Design and Delivery

This Strike-Off Letter provides modifications to Publication 10C, *Transportation Engineering Procedures and Project Delivery Process*; Publication 10X, *Appendices to Design Manuals 1, 1A, 1B, and 1C*; Publication 14M, *Design Manual Part 3*; and Publication 740, *Local Project Delivery Manual*. It clarifies Roll Plan Requirements, workflow and other miscellaneous aspects related to the Roll Plan.

The revised pages of Publication 10C, *Transportation Engineering Procedures and Project Delivery Process*; Publication 10X, *Appendices to Design Manuals 1, 1A, 1B, and 1C*; Publication 14M, *Design Manual Part 3*; and Publication 740, *Local Project Delivery Manual* are attached. This policy can be utilized immediately but is required on all new projects started after September 1, 2024. It will be incorporated into the next revisions of the above publications.

If you have any questions, please contact Allen S. Melley, P.E., Chief, Digital Delivery Section, at (717) 787-0185 or [amelley@pa.gov](mailto:amelley@pa.gov).

4310/ASM

CC: Assistant District Executives – Design  
Assistant District Executives - Construction  
C. Norris, P.E. 8<sup>th</sup> Floor, CKB  
G. E. Gray, P.E. 8<sup>th</sup> Floor, CKB  
C. A. Spangler, P.E. 7<sup>th</sup> Floor, CKB  
D. P. Farley, P.E., 6<sup>th</sup> Floor, CKB  
B. L. Trivelpiece, MTL  
R. W. Runyen, 7<sup>th</sup> Floor, CKB  
M. J. Chappell, P.E., 7<sup>th</sup> Floor, CKB  
J. D. Bucher, P.E., 7<sup>th</sup> Floor, CKB  
A. S. Melley, P.E., 7<sup>th</sup> Floor, CKB  
ACEC/PA  
APC  
OCC  
FHWA