

# UTILITY INSTALLATION REVIEW (UIR) SYSTEM

## TRAINING MATERIALS

by

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and

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Texas Transportation Institute

Product 5-2110-03-P2  
Project Number 5-2110-03  
Project Title: Internet-Based Utility Data Submissions and  
a GIS Inventory of Utilities

Performed in cooperation with the  
Texas Department of Transportation  
and the  
Federal Highway Administration

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TEXAS TRANSPORTATION INSTITUTE  
The Texas A&M University System  
College Station, Texas 77843-3135



## **INTRODUCTION**

The Texas Department of Transportation (TxDOT) issues thousands of approvals every year that enable new utility installations to occupy the state right-of-way (ROW). The utility installation review process currently in place is manual, tedious, and lengthy. To address this situation, TxDOT funded the development and implementation of an Internet-based system that automates the submission, review, approval, construction inspection, and archival of notices of proposed utility installation at TxDOT. This Internet-based utility permit implementation is called the Utility Installation Review (UIR) System.

This package includes a collection of materials for training users of the UIR system, including TxDOT users and utility company users. The training materials include presentations in Microsoft® PowerPoint® format, as well as presenter notes and participant handouts, both in portable document format (PDF) and printout format.

## **INSTRUCTIONAL MATERIALS AND CD CONTENTS**

- File UIR Instructions.doc: This document (Word format)
- Short Presentation
  - File UIR Short Presentation.ppt: Presentation (10 slides – PowerPoint format)
  - File UIR Short Presentation Notes.pdf: Presenter notes (10 pages – PDF)
  - File UIR Short Presentation Handout.pdf: Participant handout (4 pages – PDF)
- Medium Presentation
  - File UIR Medium Presentation.ppt: Presentation (16 slides – PowerPoint format)
  - File UIR Medium Presentation Notes.pdf: Presenter notes (16 pages – PDF)
  - File UIR Medium Presentation Handout.pdf: Participant handout (6 pages – PDF)
- Long Presentation
  - File UIR Long Presentation.ppt: Presentation (277 slides – PowerPoint format)
  - File UIR Long Presentation Notes.pdf: Presenter notes (277 pages – PDF)
  - File UIR Long Presentation Handout.pdf: Participant handouts (93 pages – PDF)

## **INSTRUCTIONS**

### **SHORT PRESENTATION**

The presenter could use the short presentation as an introduction for a training session of users who are about to begin using UIR. These users could be TxDOT users or utility company users. The presentation provides participants with a short background about the development and structure of UIR, followed by a live demonstration of the system. This format requires access to the Internet and a web browser in order to run the UIR system. The presenter has considerable freedom to present as many UIR components and screens as dictated by the purpose of the

training session and/or the audience. The following is a suggested sequence of activities for utility company users and TxDOT users:

For utility company users:

- Use the short presentation as an introduction.
- Show live demonstration of the following activities:
  - Register a new utility company user.
  - Log into the utility company user interface.
  - Show the components of the main or home page of a typical utility company user.
  - Submit a new utility installation request covering the six-step process.
  - Show users how they can respond to requests from TxDOT officials during the permitting phase until the approval is issued.
  - Show users what to do during the construction phase after receiving approval.

For TxDOT users:

- Use the short presentation as an introduction.
- Show live demonstration of the following activities:
  - Log into the TxDOT user interface.
  - Show the components of the main or home page of a typical TxDOT user.
  - Submit a new utility installation request (this could be brief).
  - Show users how they can provide their reviews, whether it is routed to users from another TxDOT office or to users from the utility company.
  - Show users what other UIR functionalities they could use to manage their assigned requests.

It is advisable to provide each participant with a computer equipped with an Internet browser. In addition to the main presenter, this instructional setting will require the presenter to have a number of assistants. Ideally, the presenter will need one assistant for each 10 participants. While the short presentation could take 5 to 10 minutes, the interactive part of the training session could be as long as needed. Typically, interactive sessions last around 3 hours.

## **MEDIUM PRESENTATION**

The target of the medium presentation is a general type of audience, who are not necessarily potential users of the UIR system. The typical setting is a special event or conference, where the main purpose of the presentation is to promote the use of the system and/or provide the audience with general information as well as some technical details about the UIR system. This presentation should take 15 to 20 minutes. If needed, the presenter could customize the presentation by using slides from the long presentation file.

## **LONG PRESENTATION**

The presenter could use the long presentation for a training session similar to that recommended for the short presentation in situations where Internet access is either difficult or not possible. To address the lack of Internet access, the long presentation file includes most of the screenshots necessary to provide detailed information about the system. The presentation includes three groups of slides:




- Group 1 (slides 1 – 9): This group of slides is similar to the short presentation and is intended to give general background information about the UIR system.
- Group 2 (slides 10 – 144): This group of slides includes screenshots from the utility company user interface covering in detail the utility installation permit process from a utility company user perspective.
- Group 3 (slides 145 – 277): This group of slides includes screenshots from the TxDOT user interface covering the permitting process from a TxDOT user’s perspective.

Depending on the training session needs, the presenter could use all (not very likely) or some of the slides. For example, if the training session is for utility company users, the presenter could select all slides from the first two groups and only a handful of slides from the third group, as needed. In total, a training session in this format could last anywhere from 1.5 to 3 hours.



## **Short Presentation Presenter Notes**





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# Utility Installation Review (UIR) System

## Internet-Based Utility Permit Implementation

## Why is It Important?

- Large number of utilities within the ROW
- Thousands of utility permits per year
- Hundreds of utility agreements per year
- Institutional memory at TxDOT
- Quality of information provided by utilities
- TTI Research Project 0-2110
  - ✓ Prototype GIS-based utility inventory model
  - ✓ Prototype Internet-based utility permitting system

Why is it important?

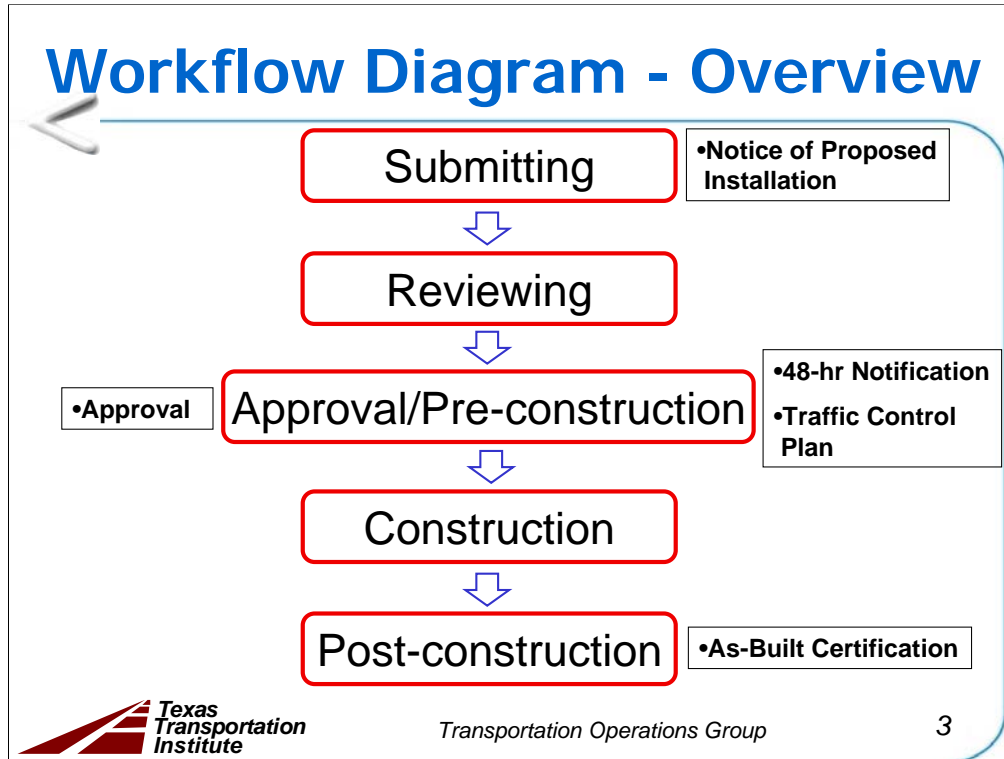
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There were two main deliverables from the 0-2110 research project:

**Prototype GIS-based inventory model:** a fairly aggregate model that enabled the representation of features on the ground and provided basic data attribution.

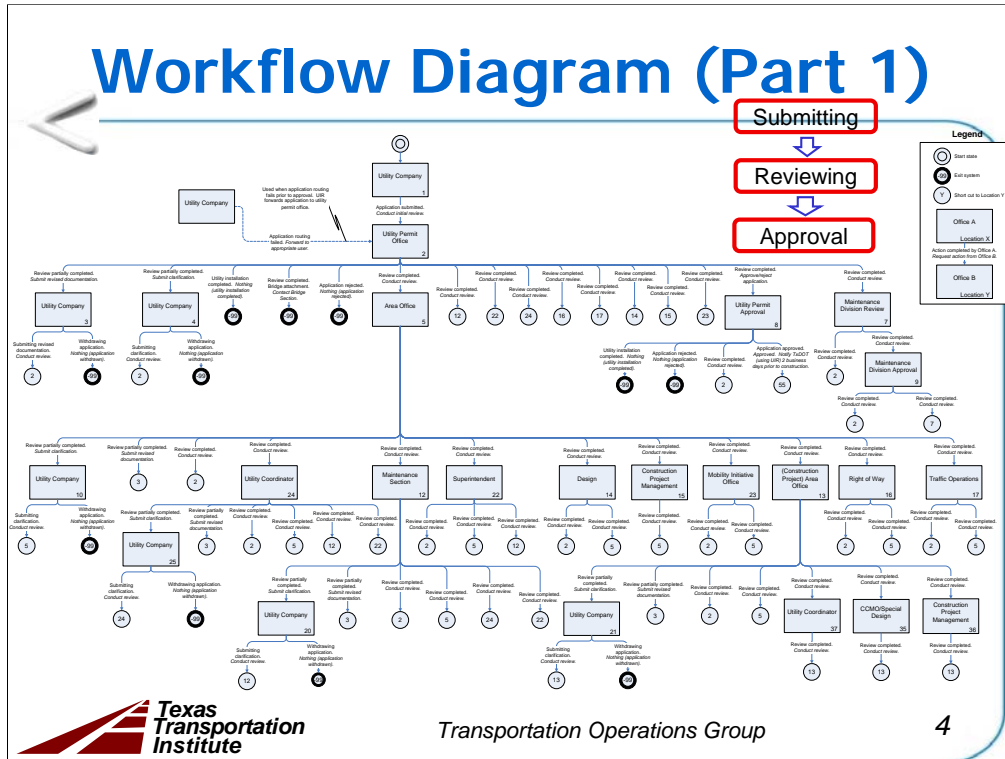
**Internet-based utility permitting system prototype:** an Internet-based system that enabled users to submit utility permit applications online and also the ability to upload coordinate data representing the location of proposed utility installations.

UIR is the result of the implementation of the second research deliverable.



In summary, a utility installation goes through FIVE major workflow phases:

1. **Submitting.** The installation owner user submits a utility installation request online (also called notice of proposed installation).
2. **Reviewing.** TxDOT district officials review the feasibility of the proposed installation. The outcome of this process is a recommendation to approve or reject the proposal.
3. **Approval/Pre-construction.** A designated TxDOT official approves the proposed installation and routes the approval form to the installation owner user for further processing. At least 2 business days prior to starting construction, the installation owner user uses UIR to notify TxDOT that construction is about to commence.
4. **Construction.** The installation owner proceeds with the construction of the utility installation. TxDOT officials conduct field inspections to verify compliance with the proposed documentation and relevant specifications and regulations.
5. **Post-construction.** After the TxDOT field inspector notifies the district utility permit office that construction has ended, this office requests the installation owner to submit an as-built certification online. After the submission and review of the as-built certification, the utility permit office archives the completed request.



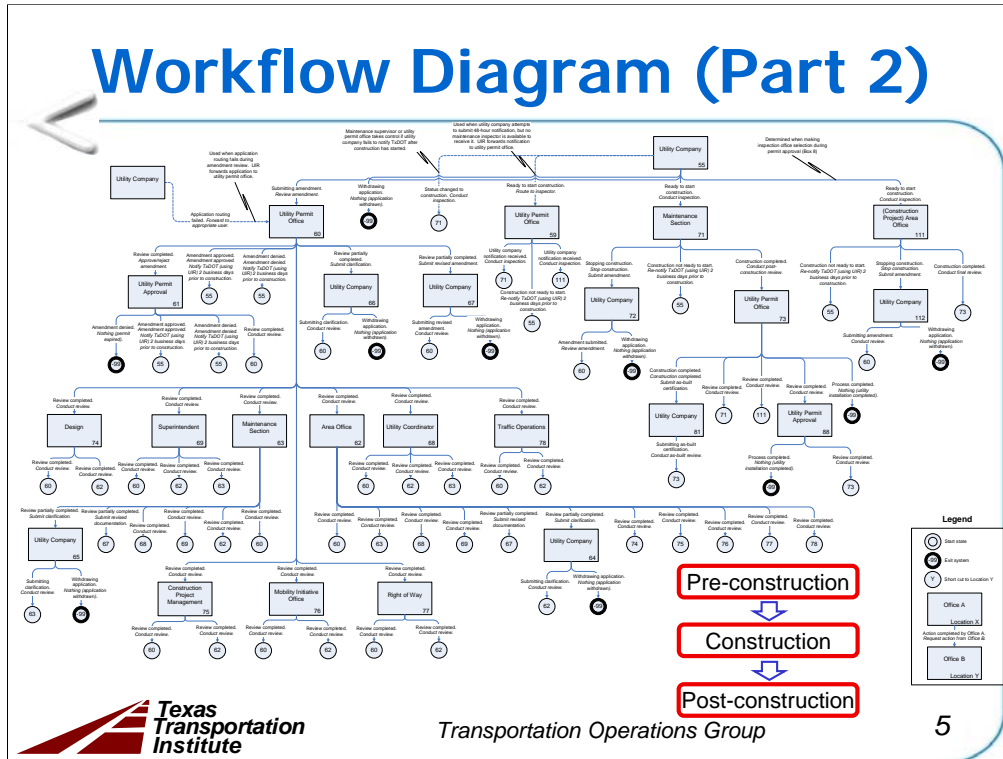
The foundation for the UIR system was a series of meetings and interviews with TxDOT and utility company officials. The result was a comprehensive workflow diagram that gives a detailed overview of the system workflow.

This slide shows the first part of the workflow diagram, covering submitting, reviewing, and approval.

Note: a PDF version of the workflow diagram is included with the UIR system documentation. It is also available through the online UIR Help system.



# Workflow Diagram (Part 2)



This slide shows the second part of the workflow diagram, covering pre-construction, reviewing, and approval.

## User System Requirements

- Desktop/Laptop with Pentium Processor or higher
- Internet Explorer 6.0
- Adobe Acrobat Reader 6.0
- Internet connection
- Email account
- UIR active account

To use UIR, use a desktop or laptop computer with at least the following specifications:

1. desktop or laptop computer running Windows® XP with Service Pack 2 (SP2),
2. 256 megabytes of memory,
3. Microsoft® Internet Explorer® (IE) 6.0 with SP2,
4. portable document format (PDF) reader such as Adobe Acrobat Reader 6.0, and
5. Internet connection.

There is no need to install any special client-side software to run UIR. However, you will need a valid, active UIR account to access the system and an email address to receive automated alert emails from the system.

UIR runs on Internet Explorer web browsers (at least version 6 SP2). UIR does not run properly on non-IE browsers (such as Mozilla Firefox®).

## Major System Functionality

- Database-driven
- Interactive GIS-based permit location
- Permit event and document tracking
- PDF file conversion
- Utility company/DOT user management
- Tabular and map-based reports
- Performance measures

GIS: Geographic information system

DOT: Department of transportation

## Benefits

- Automation
- More thorough, faster reviews
- Reporting and accountability
- Institutional memory
- Document retention practices

## Challenges

- Garbage in / garbage out ...
  - ✓ Automation does not “automatically” result in better, more reliable deliverables
- DOT and utility company training
- Utility company compliance
  - ✓ Utility Accommodation Rules
  - ✓ Notification to DOT prior to construction

Experience during the implementation testing phase has highlighted a number of challenges:

- Garbage in / garbage out ... : Automation does not “automatically” result in better, more reliable deliverables. Although automation certainly helps, ultimate success will depend on the willingness of individual district officials to make UIR work to its full potential.
- DOT and utility company training: The need for regular training will never disappear. Although the system provides an interactive online Help system, there will always be a need to provide basic training to new TxDOT and utility company officials. The system (and the installation review process, for that matter) is complex to the point that learning how to use it requires formal training. Regular training is also recommended for users who do not use the system often.
- Utility company compliance: The system has helped to highlight and document two main areas where utility companies frequently fail to comply: the Utility Accommodation Rules (UAR) and providing notification to inspectors at least 2 business days prior to starting construction.

## Additional Information

<https://apps.dot.state.tx.us/uirpro/>  
<http://uir.tamu.edu/uirdemo/> (demo)

- Online help system
- User manual
- Training materials

Cesar Quiroga – TTI (RS): [c-quiroga@tamu.edu](mailto:c-quiroga@tamu.edu), 210-731-9938

Jesse Cooper – ROW (PD): [jcoope2@dot.state.tx.us](mailto:jcoope2@dot.state.tx.us), 512-416-2874

John Campbell – ROW (PC): [jcampbel@dot.state.tx.us](mailto:jcampbel@dot.state.tx.us), 512-416-2909



RS: Research supervisor


PD: Project director

PC: Program coordinator

## **Short Presentation Participant Handout**






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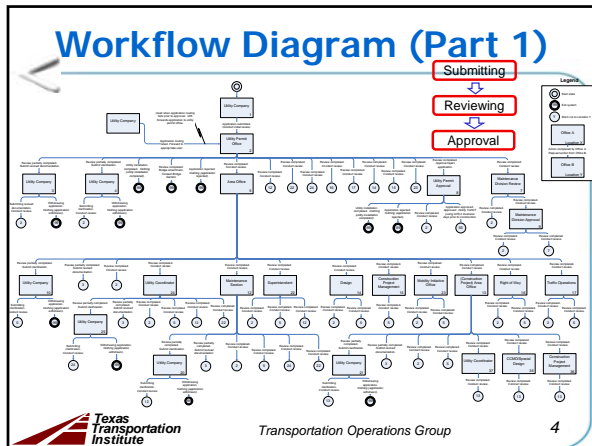
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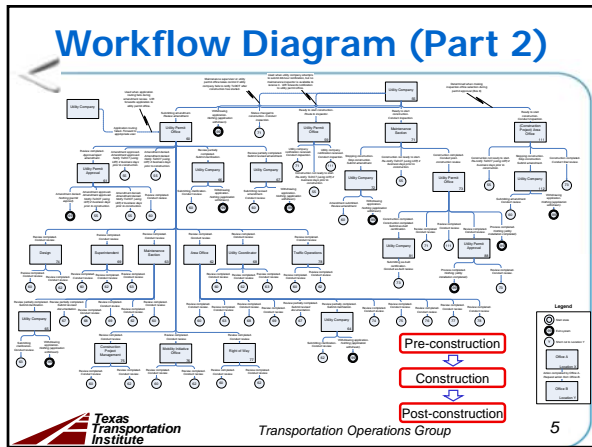
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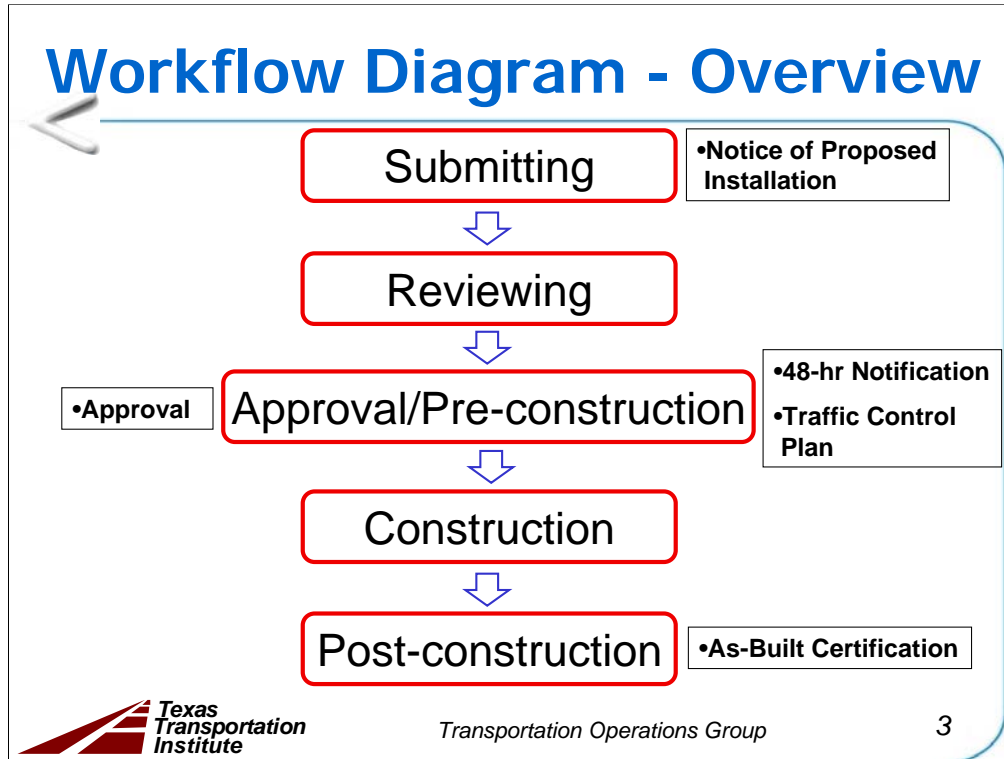
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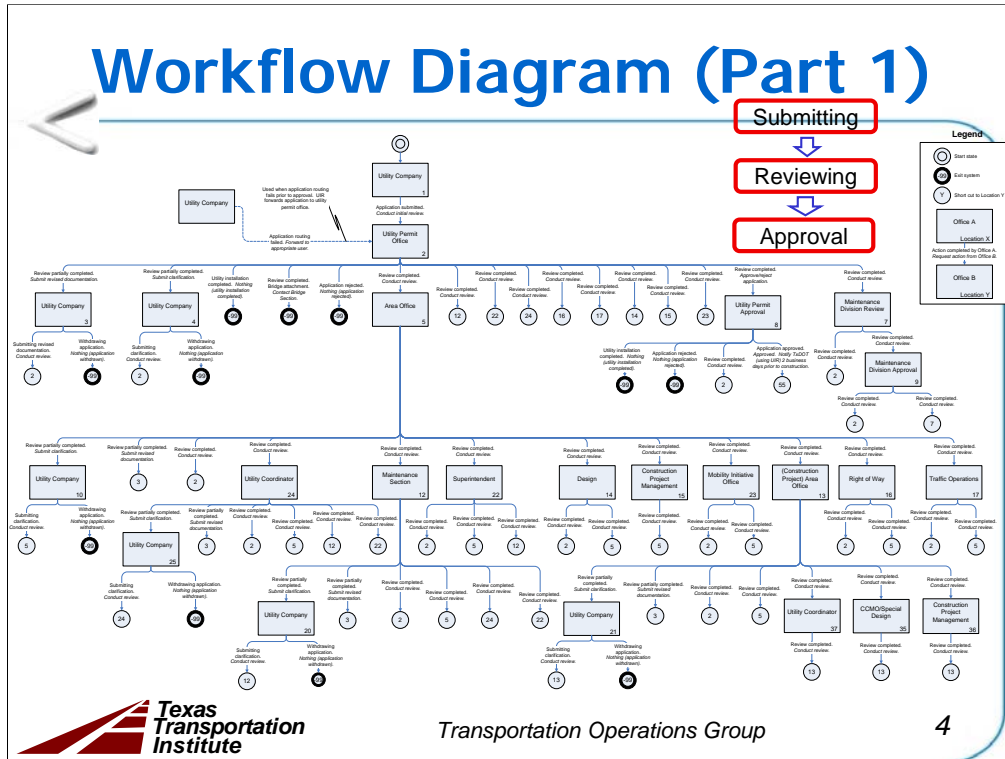
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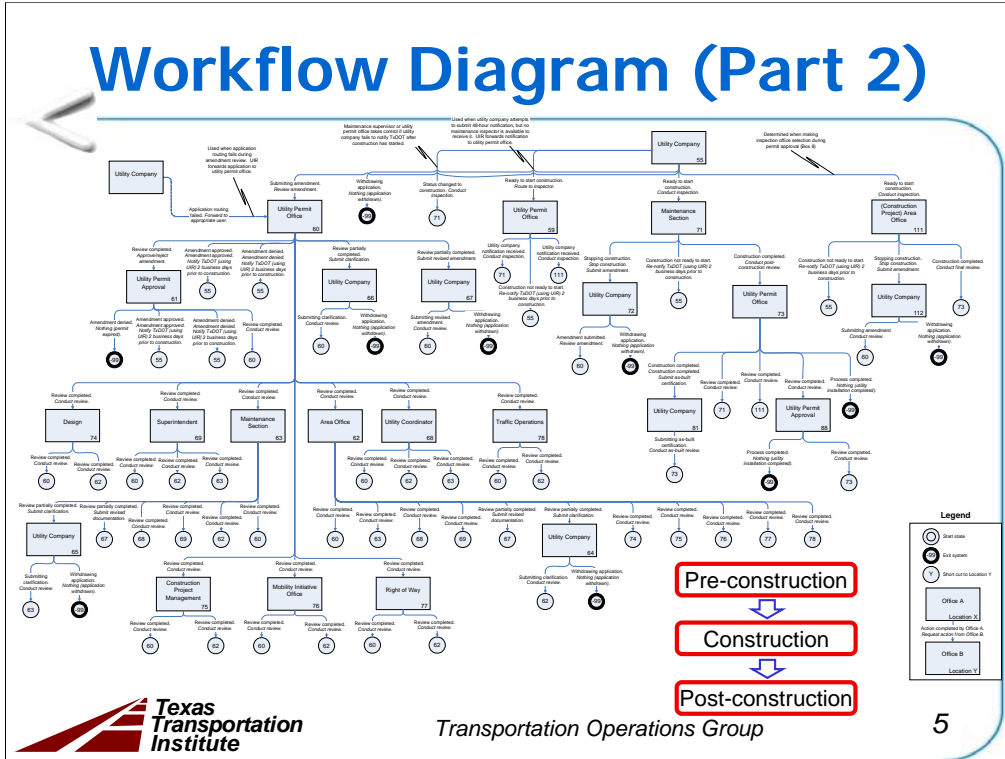


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## Project Status

- Pilot implementation in San Antonio
- Four utility companies
  - ✓ Water utility
  - ✓ Electric utility
  - ✓ Major telecom
  - ✓ Cable TV company
- All utility permits within Bexar County
- Lessons learned for statewide implementation

Objectives of the pilot implementation phase:

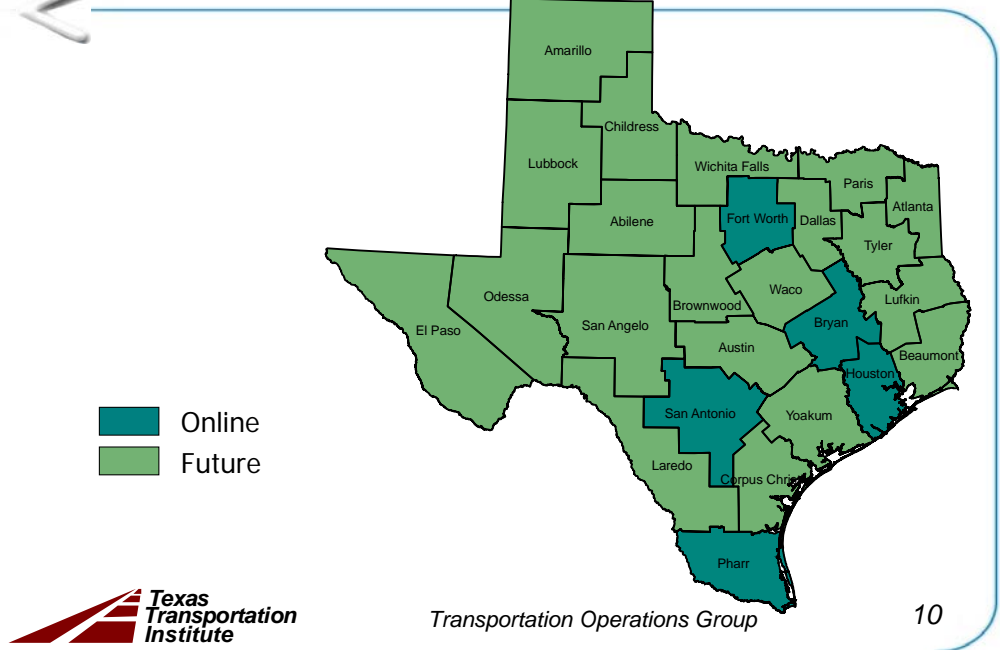
- Test at the TxDOT San Antonio District, more specifically Bexar County.
- Use the lessons learned for a statewide implementation of the system.

## Implementation Issues

- Utility company acceptability
  - ✓ Detailed utility installation coordinates
  - ✓ Buy-in from administration
  - ✓ Concern about Internet-based procedures
  - ✓ Proprietary information security
- DOT concerns
  - ✓ System scalability
  - ✓ Ability to capture district-level procedures

During the pilot implementation phase, there were issues and concerns from the various stakeholders.

# Project Status (as of 09/24/08)





## Project Status (as of 09/24/08)

District	Started	Total	Active
San Antonio	09/05	4,945	1,777
Pharr	06/06	3,650	1,372
Bryan	05/07	583	461
Fort Worth	06/07	1,445	792
Houston	09/07	481	396
<b>Total</b>		<b>11,104</b>	<b>4,798</b>



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This slide shows installation requests submitted to TxDOT using UIR, grouped by TxDOT district.

Note: In the case of the Houston District, training was provided to TxDOT and utility company officials, but the district has not officially opened the district to actual submissions from utility companies. The seven installation requests listed are from registered users who did not know the district was still not open.

As of 09/24/08, the UIR database included the following:

410 active utility companies

688 active utility company offices

2,174 active utility company users

127 active TxDOT district and division offices

329 active TxDOT district and division users

## Major System Functionality

- Database-driven
- Interactive GIS-based permit location
- Permit event and document tracking
- PDF file conversion
- Utility company/DOT user management
- Tabular and map-based reports
- Performance measures



# TxDOT - Utility Installation Review (UIR) System

[Home](#)

Logged in as **TTI SATUPO1** (satupo1)

[Logout](#)

**SAT20060718135453**

[Basic Information](#)

**[Event History](#)**

[Conduct Action](#)

[Go back](#)

- Installation Requests**
- [My Requests](#)
- [My Office Requests](#)
- [My District Requests](#)
- [Approved Requests](#)
- [Closed Requests](#)

- Accounts**
- [My Account](#)
- [TxDOT Contacts](#)
- [Installation Owner Contacts](#)
- [Manage Inst. Owner Accts](#)

- Reports**
- [Reports](#)
- [Map](#)

- Database Tools**
- [Incomplete Requests](#)
- [Purge Request](#)
- [Rollback Request](#)

- Other Resources**
- [Special Provisions](#)
- [Request Checklist](#)
- [Feedback](#)

### Statistics [\[Show/Hide\]](#)

Status	Days	Status	Days	Status	Days
Submitted	0.0	Pre construction-at Installation Owner	35.6	Post construction-at Installation Owner	
Under review-at TxDOT	0.9	Pre construction-at Installation Owner (notify by phone)	21.1	Post construction-at TxDOT	
Under review-at TxDOT Total	0.9	Pre construction-Total	56.7	Post construction-Total	
Under review-at Installation Owner	0.2	Amendment-at Installation Owner		Closed	
Under review-Total	1.1	Amendment-at TxDOT			
Days to approve/reject	1.1	Construction	741.1		
		Construction stopped-at Installation Owner			
		Construction-Total	741.1		

### Event History [\[Collapse/Expand\]](#)

Status	Events	By	Office Name	Date
Construction	7. Utility company notification received	Mark Harris	TxDOT, Seguin Maintenance Section	09/14/2006
Pre-construction	6. Approval received	Pablo Manansala	AT&T-TEXAS, Engineering North	08/24/2006
Pre-construction	5. Application approved	John Bohuslav	TxDOT, District Maintenance Office	07/19/2006
Under review	4. Review completed	Gabriel Lopez	TxDOT, Utility Permit Office	07/19/2006
Under review	3. Submitting revised documentation	Pablo Manansala	AT&T-TEXAS, Engineering North	07/18/2006
Under review	2. Review partially completed	Gabriel Lopez	TxDOT, Utility Permit Office	07/18/2006
Submitted	1. Application submitted	Pablo Manansala	AT&T-TEXAS, Engineering North	07/18/2006

UIR MAP - Windows Internet Explorer

https://apps.dot.state.tx.us/UIRPRO/UIR\_MAP/viewer.asp?PermitApNo=08&Permit

UIR MAP

Table of Contents

Vis. Act.

UIR Search

Display Text

https://apps.dot.state.tx.us/?PermitApNo-SAT20080922162628 - TxDOT - Request Information - Windows I...

Installation Location	Aerial
Description	test
Special Comments	
Notice Printout	<a href="#">View Notice (PDF)</a>   <a href="#">View Notice (HTML)</a>
Request Checklist	<a href="#">Show Request Checklist Answers</a>

Attachment	Size (KB)	Attachment (pdf)
sample2.txt	0	

Location	
Geographic Location District	San Antonio
Maintenance District	San Antonio
Maintenance Section	Northeast
Control Section	189001
Route	FM1976
County	Bexar

Map: 2146669.45, 13692341.27 -- Image: 175, 546 -- ScaleFactor: 181.58847583611708

Internet 100%

## Benefits

- Automation
- More thorough, faster reviews
- Reporting and accountability
- Institutional memory
- Document retention practices

## Challenges

- Garbage in / garbage out ...
  - ✓ Automation does not “automatically” result in better, more reliable deliverables
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## **Medium Presentation Participant Handout**





# Utility Installation Review (UIR) System

## Internet-Based Utility Permit Implementation



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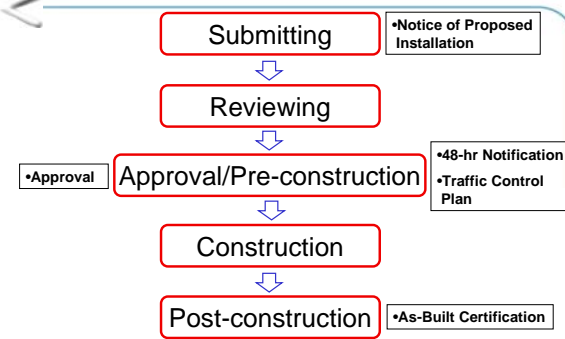
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# Workflow Diagram - Overview



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graph TD
    A[Submitting] --> B[Reviewing]
    B --> C[Approval/Pre-construction]
    C --> D[Construction]
    D --> E[Post-construction]
  
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Transportation Operations Group

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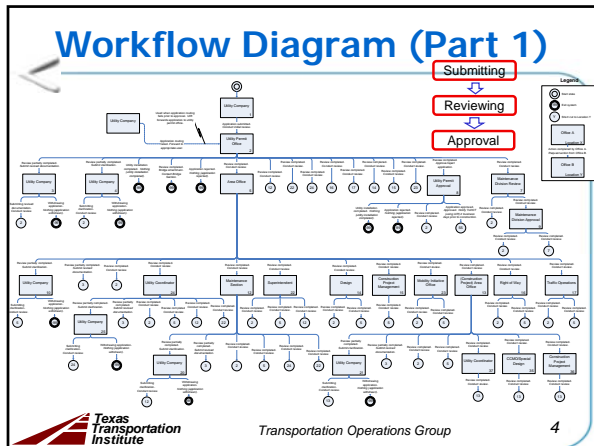
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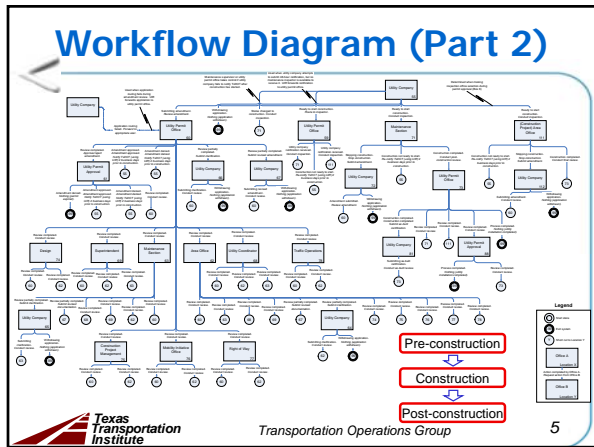
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### User System Requirements

- Desktop/Laptop with Pentium Processor or higher
- Internet Explorer 6.0
- Adobe Acrobat Reader 6.0
- Internet connection
- Email account
- UIR active account

Texas Transportation Institute  
Transportation Operations Group  
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## Additional Information

<https://apps.dot.state.tx.us/uirpro/>  
<http://uir.tamu.edu/uirdemo/> (demo)

- Online help system
- User manual
- Training materials

Cesar Quiroga – TTI (RS): c-quiroga@tamu.edu, 210-731-9938  
Jesse Cooper – ROW (PD): jcoope2@dot.state.tx.us, 512-416-2874  
John Campbell – ROW (PC): jcampbel@dot.state.tx.us, 512-416-2909



Transportation Operations Group

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## Project Status

- Pilot implementation in San Antonio
- Four utility companies
  - ✓ Water utility
  - ✓ Electric utility
  - ✓ Major telecom
  - ✓ Cable TV company
- All utility permits within Bexar County
- Lessons learned for statewide implementation



Transportation Operations Group

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## Implementation Issues

- Utility company acceptability
  - ✓ Detailed utility installation coordinates
  - ✓ Buy-in from administration
  - ✓ Concern about Internet-based procedures
  - ✓ Proprietary information security
- DOT concerns
  - ✓ System scalability
  - ✓ Ability to capture district-level procedures



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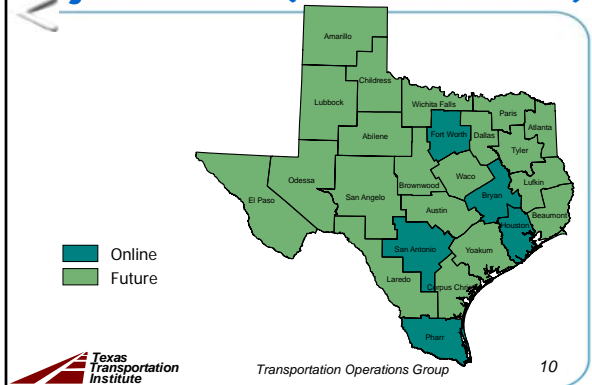
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## Project Status (as of 09/24/08)




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## Project Status (as of 09/24/08)

District	Started	Total	Active
San Antonio	09/05	4,945	1,777
Pharr	06/06	3,650	1,372
Bryan	05/07	583	461
Fort Worth	06/07	1,445	792
Houston	09/07	481	396
<b>Total</b>		<b>11,104</b>	<b>4,798</b>

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## Major System Functionality

- Database-driven
- Interactive GIS-based permit location
- Permit event and document tracking
- PDF file conversion
- Utility company/DOT user management
- Tabular and map-based reports
- Performance measures

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## Challenges

- Garbage in / garbage out ...
  - ✓ Automation does not “automatically” result in better, more reliable deliverables
- DOT and utility company training
- Utility company compliance
  - ✓ Utility Accommodation Rules
  - ✓ Notification to DOT prior to construction

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## **Long Presentation Presenter Notes**







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# Utility Installation Review (UIR) System

## Internet-Based Utility Permit Implementation

## Why is It Important?

- Large number of utilities within the ROW
- Thousands of utility permits per year
- Hundreds of utility agreements per year
- Institutional memory at TxDOT
- Quality of information provided by utilities
- TTI Research Project 0-2110
  - ✓ Prototype GIS-based utility inventory model
  - ✓ Prototype Internet-based utility permitting system

Why is it important?

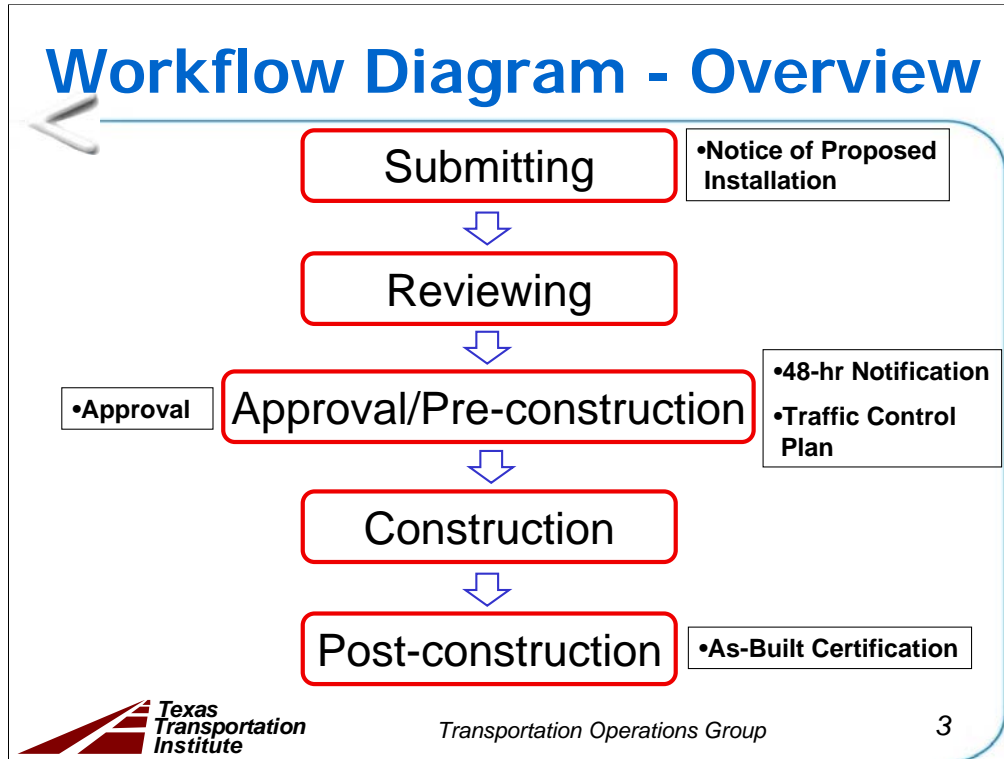
- Large number of utilities within the ROW
- Thousands of utility permits per year
- Hundreds of utility agreements per year
- Institutional memory at TxDOT
- Quality of information provided by utilities

There were two main deliverables from the 0-2110 research project:

**Prototype GIS-based inventory model:** a fairly aggregate model that enabled the representation of features on the ground and provided basic data attribution.

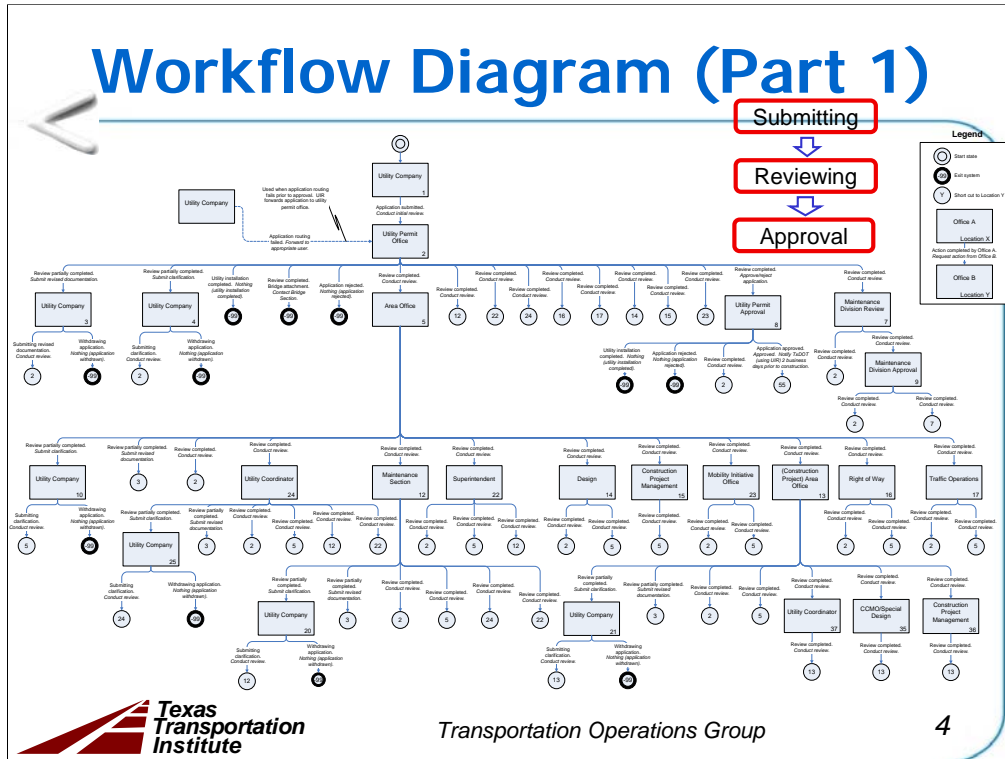
**Internet-based utility permitting system prototype:** an Internet-based system that enabled users to submit utility permit applications online and also the ability to upload coordinate data representing the location of proposed utility installations.

UIR is the result of the implementation of the second research deliverable.



In summary, a utility installation goes through five major workflow phases:

1. **Submitting.** The installation owner user submits a utility installation request online (also called a notice of proposed installation).
2. **Reviewing.** TxDOT district officials review the feasibility of the proposed installation. The outcome of this process is a recommendation to approve or reject the proposal.
3. **Approval/Pre-construction.** A designated TxDOT official approves the proposed installation and routes the approval form to the installation owner user for further processing. At least 2 business days prior to starting construction, the installation owner user uses UIR to notify TxDOT that construction is about to commence.
4. **Construction.** The installation owner proceeds with the construction of the utility installation. TxDOT officials conduct field inspections to verify compliance with the proposed documentation and relevant specifications and regulations.
5. **Post-construction.** After the TxDOT field inspector notifies the district utility permit office that construction has ended, this office requests the installation owner to submit an as-built certification online. After the submission and review of the as-built certification, the utility permit office archives the completed request.

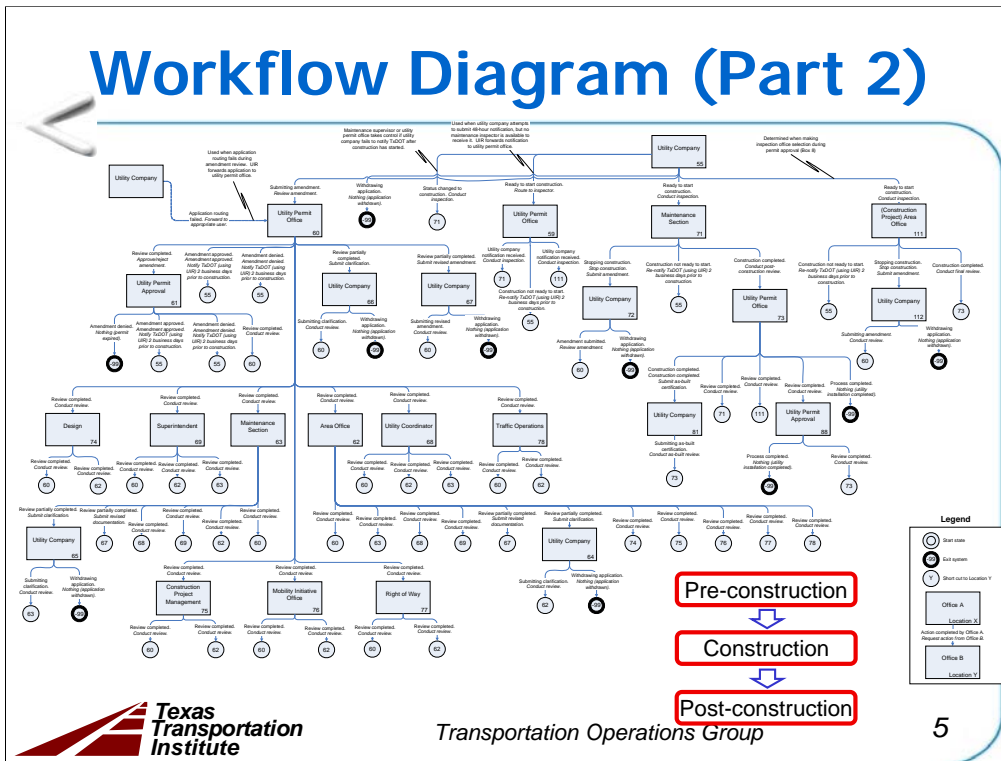


The foundation for the UIR system was a series of meetings and interviews with TxDOT and utility company officials. The result was a comprehensive workflow diagram that gives a detailed overview of the system workflow.

This slide shows the first part of the workflow diagram, covering submitting, reviewing, and approval.

Note: a PDF version of the workflow diagram is included with the UIR system documentation. It is also available through the online UIR Help system.

# Workflow Diagram (Part 2)



This slide shows the second part of the workflow diagram, covering pre-construction, reviewing, and approval.

## Major System Functionality

- Database-driven
- Interactive GIS-based permit location
- Permit event and document tracking
- PDF file conversion
- Utility company/DOT user management
- Tabular and map-based reports
- Performance measures

GIS: Geographic information system

DOT: Department of transportation

## Benefits

- Automation
- More thorough, faster reviews
- Reporting and accountability
- Institutional memory
- Document retention practices

## Challenges

- Garbage in / garbage out ...
  - ✓ Automation does not “automatically” result in better, more reliable deliverables
- DOT and utility company training
- Utility company compliance
  - ✓ Utility Accommodation Rules
  - ✓ Notification to DOT prior to construction

Experience during the implementation testing phase has highlighted a number of challenges:

- Garbage in / garbage out ... : Automation does not “automatically” result in better, more reliable deliverables. Although automation certainly helps, ultimate success will depend on the willingness of individual district officials to make UIR work to its full potential.
- DOT and utility company training: The need for regular training will never disappear. Although the system provides an interactive online Help system, there will always be a need to provide basic training to new TxDOT and utility company officials. The system (and the installation review process, for that matter) is complex to the point that learning how to use it requires formal training. Regular training is also recommended for users who do not use the system often.
- Utility company compliance: The system has helped to highlight and document two main areas where utility companies frequently fail to comply: the Utility Accommodation Rules (UAR) and providing notification to inspectors at least 2 business days prior to starting construction.



## Additional Information

<https://apps.dot.state.tx.us/uirpro/>  
<http://uir.tamu.edu/uirdemo/> (demo)

- Online help system
- User manual
- Training materials

Cesar Quiroga – TTI (RS): [c-quiroga@tamu.edu](mailto:c-quiroga@tamu.edu), 210-731-9938

Jesse Cooper – ROW (PD): [jcoope2@dot.state.tx.us](mailto:jcoope2@dot.state.tx.us), 512-416-2874

John Campbell – ROW (PC): [jcampbel@dot.state.tx.us](mailto:jcampbel@dot.state.tx.us), 512-416-2909



*Transportation Operations Group*

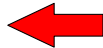
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RS: Research supervisor

PD: Project director

PC: Program coordinator

## Sample UIR Screens

- Utility company user interface 
- TxDOT user interface

# Utility Company User Interface

- Accessing UIR
  - ✓ Client system requirements
  - ✓ Login to UIR
  - ✓ New user registration
  - ✓ Password and login ID retrieval
  - ✓ Cookies, Outlook, and printing with IE
- Navigating UIR
- Submitting and processing requests

The sample slides follow the same structure as the UIR user manual.

IE: Microsoft® Internet Explorer®

## User System Requirements

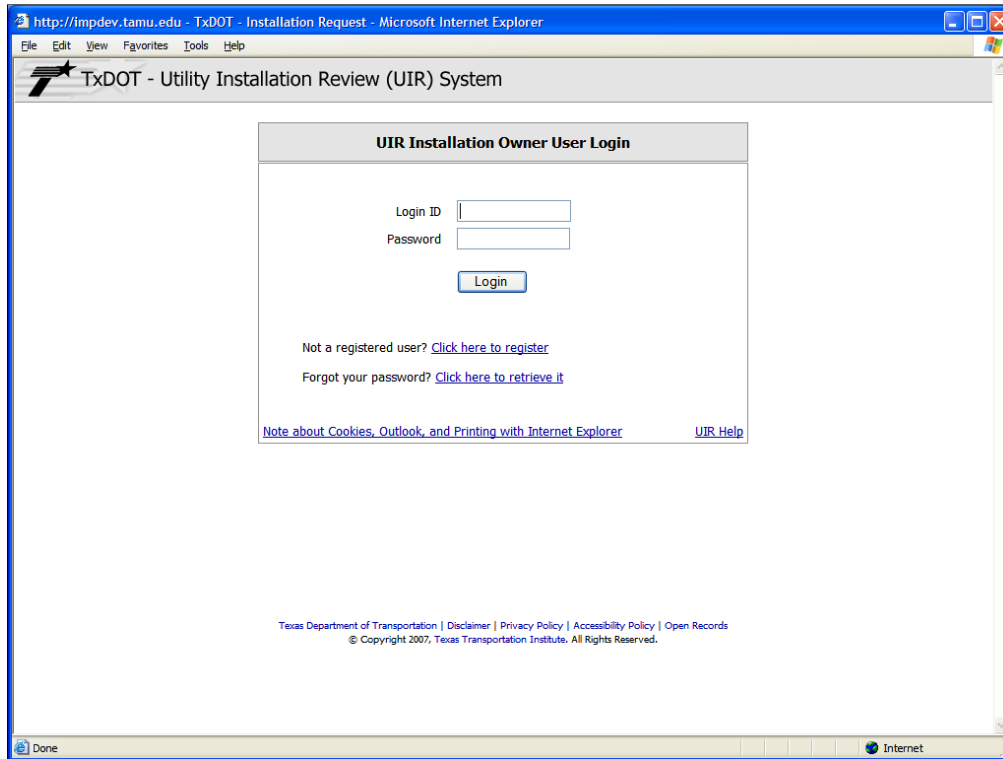
- Desktop/Laptop with Pentium Processor or higher
- Internet Explorer 6.0
- Adobe Acrobat Reader 6.0
- Internet connection
- Email account
- UIR active account

To use UIR, use a desktop or laptop computer with at least the following specifications:

1. desktop or laptop computer running Windows® XP with Service Pack 2 (SP2),
2. 256 megabytes of memory,
3. Microsoft® Internet Explorer® (IE) 6.0 with SP2,
4. portable document format (PDF) reader such as Adobe Acrobat Reader 6.0, and
5. Internet connection.

There is no need to install any special client-side software to run UIR. However, you will need a valid, active UIR account to access the system and an email address to receive automated alert emails from the system.

UIR runs on Internet Explorer web browsers (at least version 6 SP2). UIR does not run properly on non-IE browsers (such as Mozilla Firefox®).



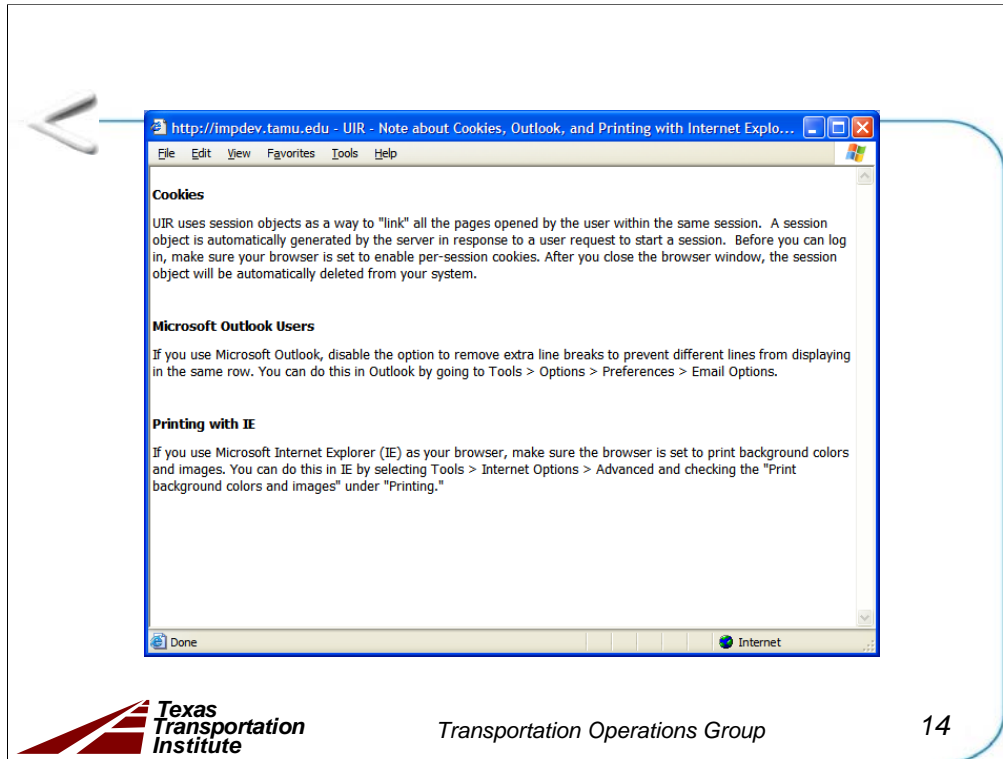
This is the login page for utility installation owner users. Users with an active UIR account may access their accounts through this page using their login ID and password.

To access the UIR system, utility installation owners are required to have a UIR user account first. To register for a new account, click the “Click here to register” link on the login page.

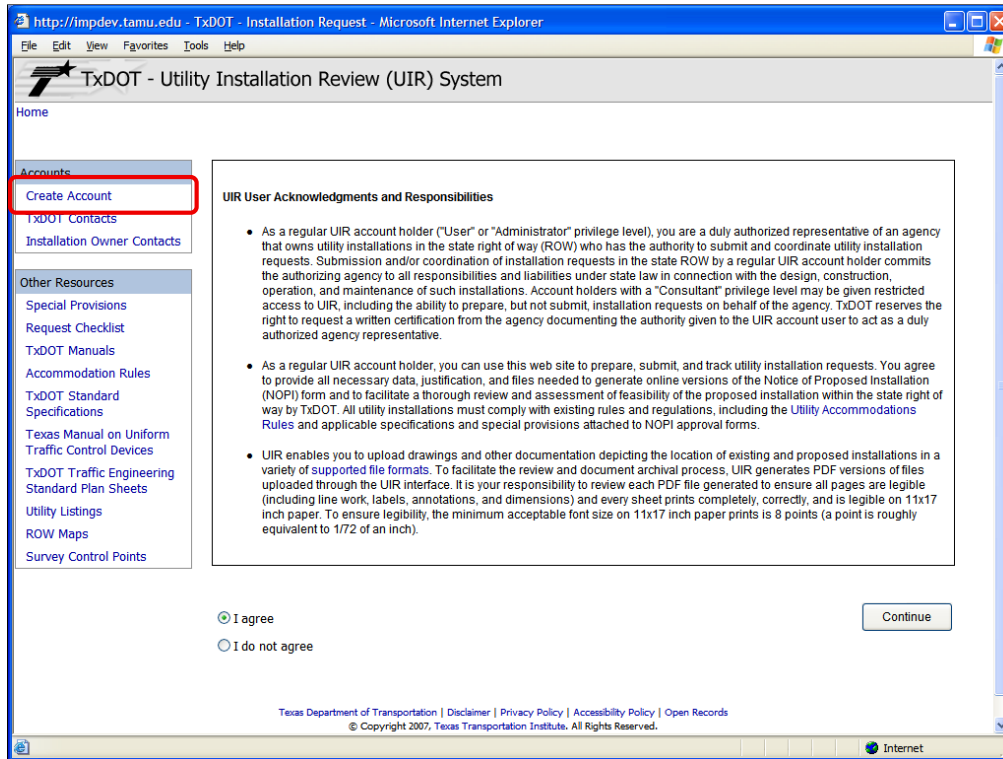
Note: The UIR system only allows the registration of a new installation owner user if the installation owner or the installation owner office the user is associated with has not been registered with the system.

TxDOT UIR officials will review and verify the application to ensure that the installation owner office has not been registered previously and the information is genuine and correctly provided.

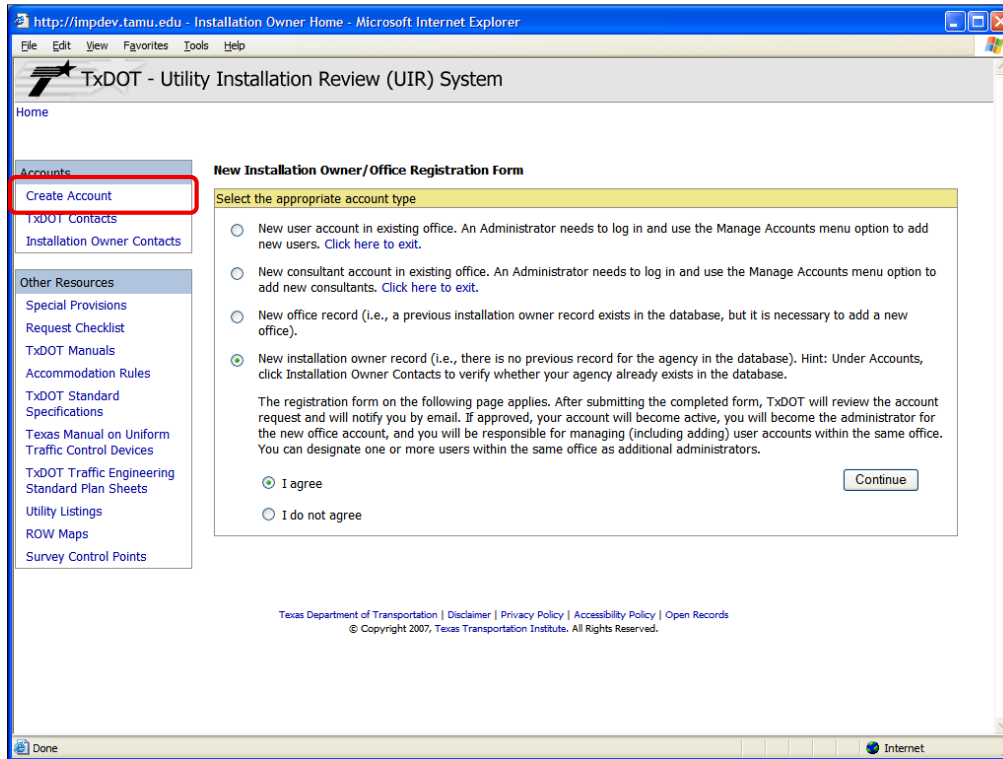
When approved by TxDOT through UIR, the first user registered within a new installation owner office becomes a UIR administrator of this office and can create accounts within the same office for other users.



To ensure the UIR system performs correctly, some necessary configurations may need to be done accordingly. This window shows the settings required by the UIR system regarding cookies, Microsoft Outlook®, and printing with Internet Explorer. A user can access this page by clicking “Note about Cookies, Outlook, and Printing with Internet Explorer” link at the login page.



To register with UIR, some important user responsibilities listed on the “UIR User Acknowledgments and Responsibilities” page have to be acknowledged and accepted before proceeding.



Select the third or fourth option on this page to register if you are the **FIRST** user within a new installation owner office or installation owner, respectively. Check “I agree,” and then click the “Continue” button to proceed with the registration. Otherwise, contact the UIR administrator in your office for your new UIR account.



The screenshot shows a web browser window titled "http://impdev.tamu.edu - TxDOT - Installation Request - Microsoft Internet Explorer". The main content area is titled "Create/Edit New User Account". On the left, a sidebar menu has "Create Account" highlighted with a red rectangle. The form itself is divided into several sections:

- Select or add installation owner:** Includes a dropdown for "Installation Owner Name" (currently showing "UIR Utility Testing Company") and a link "Or click here to select Existing Installation Owner". Below is a dropdown for "Installation Owner Acronym" (showing "UIRUTC").
- Select TxDOT district (your "home" district):** A note states "Notice that you can submit installation requests to any active district." Below is a dropdown for "TxDOT District Name" (showing "San Antonio District").
- Add office:** Includes fields for "Office Name" (San Antonio Office 1) and "Office Acronym [Optional]" (SAO1).
- Provide contact information:** Includes fields for "User Name" (First: Cesar, Last: Quiroga), "Title [Optional]" (Tester), "Phone Number" (210 - 731 - 9938), "Mobile Number [Optional]", "Fax Number [Optional]" (210 - 731 - 8904), "Email Address" (c-quiroga@tamu.edu), and "Address" (Street: 3500 NW Loop 410, Suite 315; City: San Antonio; State: Texas; ZIP: 78229).
- Provide security information:** Includes fields for "Login ID" (cquiroga440), "Password" (masked with dots), and "Confirm Password" (masked with dots). Instructions specify "4-15 characters. Letters or numbers only" for the login ID and "Case sensitive. 6-15 characters. Must be different from Login ID" for the password.
- Account status:** Shows "User Account Status" as "Pending" and "User Privilege Level" as "Administrator".

Buttons for "Reset Form" and "Continue" are located at the bottom of the form.

Check if the installation owner to be created is already on the Installation Owner Name dropdown list. If yes, the installation owner has registered with UIR. Select the installation owner in the dropdown list to create a new office under it using the following steps. Otherwise, click “click here if NOT on the list” to create a new installation owner record.

Fill in the user registration form with installation owner, “home” TxDOT district, office, contact, and security information. The “home” TxDOT district is the district where you will register the new office account and primarily conduct utility installations.

Click the Continue button to proceed to the next step.

http://impdev.tamu.edu - TxDOT - Installation Request - Microsoft Internet Explorer

File Edit View Favorites Tools Help

**TxDOT - Utility Installation Review (UIR) System**

Home

**Accounts**

Create Account

TxDOT Contacts

Installation Owner Contacts

**Other Resources**

Special Provisions

Request Checklist

TxDOT Manuals

Accommodation Rules

TxDOT Standard Specifications

Texas Manual on Uniform Traffic Control Devices

TxDOT Traffic Engineering Standard Plan Sheets

Utility Listings

ROW Maps

Survey Control Points

**New Installation Owner Registration Form**

Review and edit form as needed. When finished, click Submit to send the account request to TxDOT.

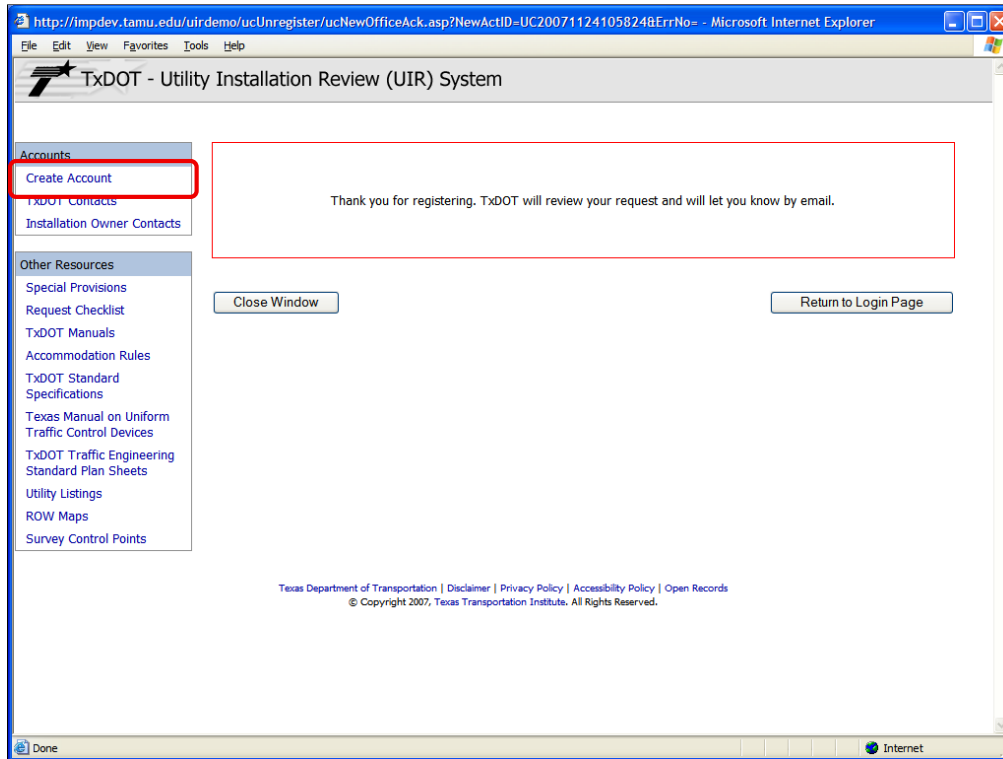
Installation owner information	
Installation Owner Name	UIR Utility Testing Company
Installation Owner Acronym [Optional]	UIRUTC
TxDOT District Name	San Antonio District
Office Name	San Antonio Office 1
Office Acronym	SAO1
Contact information	
User Name	Cesar Quiroga
Title [Optional]	Tester
Phone Number	(210)731-9938
Mobile Number[Optional]	
Fax Number [Optional]	(210)731-8904
Email Address	c-quiroga@tamu.edu
Address	3500 NW Loop 410, Suite 315 San Antonio, TX 78229
Security information	
Login ID	cquiroga440
Password	-- not displayed --
Account status	
User Account Status	Pending
User Privilege Level	Administrator

Edit Form Submit

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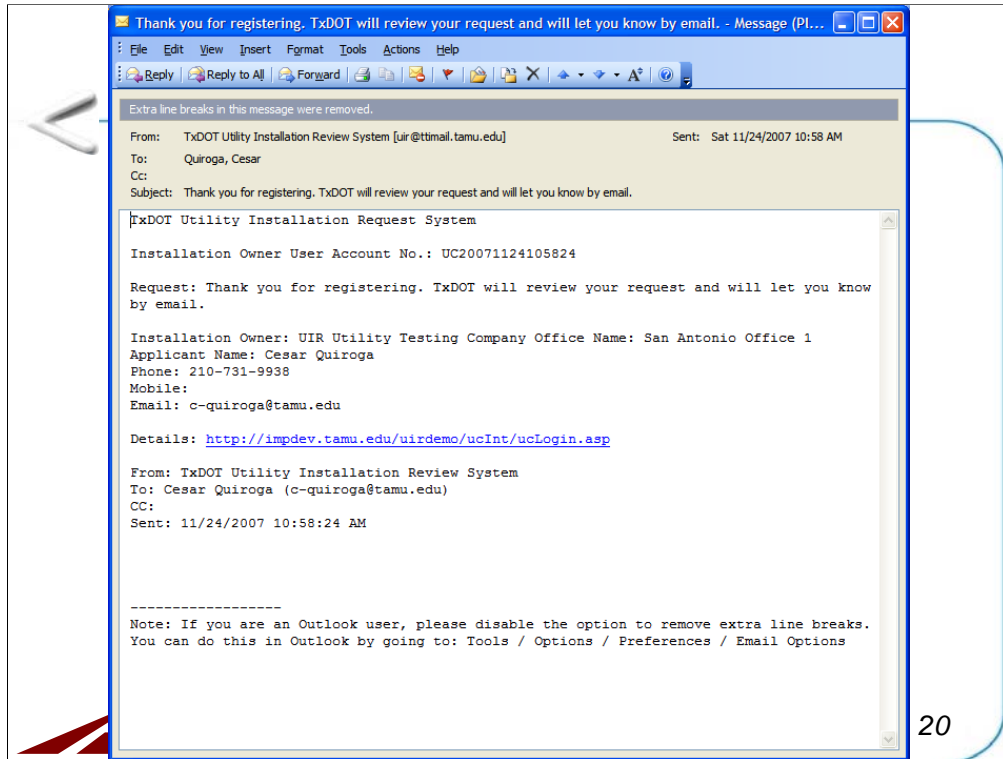
Done Internet

Verify the information of the new user account on the review page. Click the “Submit” button to submit the new account application to TxDOT. If necessary, click “Edit Form” to modify the account information.

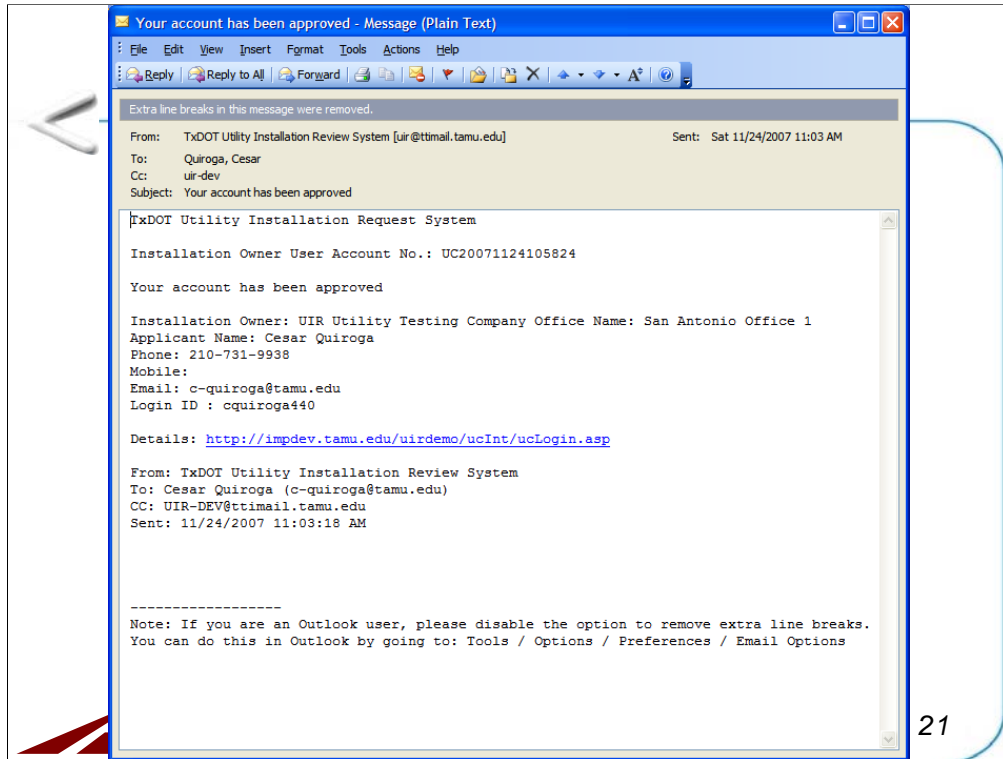


When the account application is sent to TxDOT, the UIR system displays a confirmation page and generates a confirmation email to the user.

TxDOT will review the information and will let you know by email. Upon approval, you will be able to login to UIR.



This is a sample email generated by the UIR system to confirm the new user registration.



Once the account request is approved, the applicant will receive an email notification. To view the account approval form, click on the provided link.

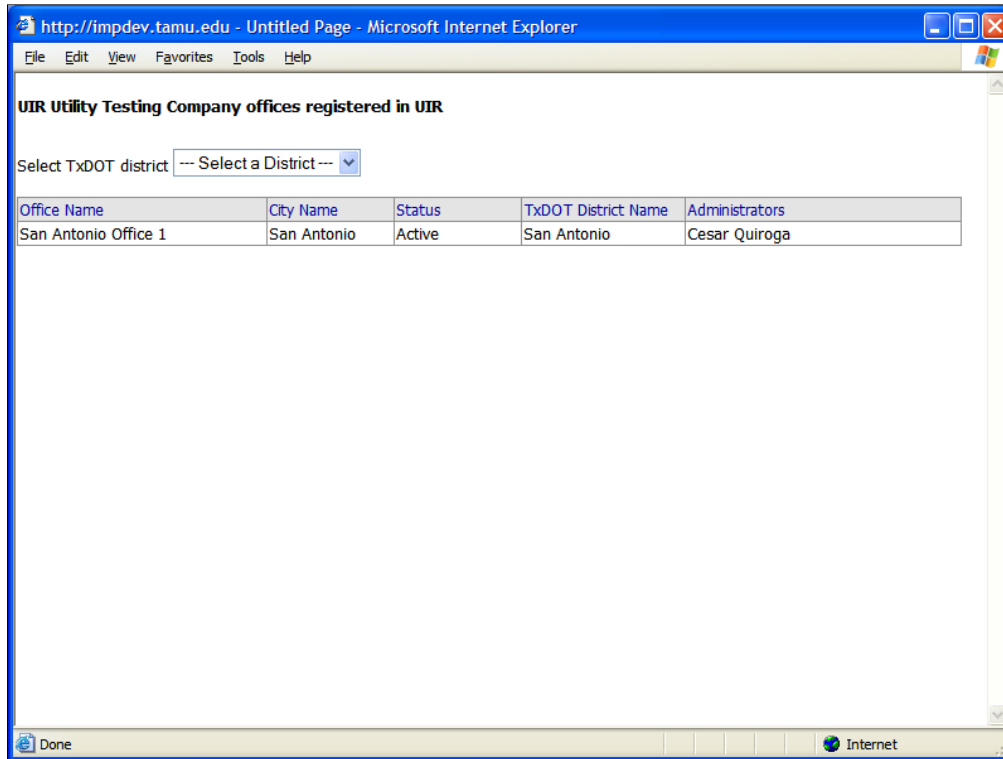
The screenshot shows a web browser window titled "http://impdev.tamu.edu - TxDOT - Installation Request - Microsoft Internet Explorer". The main content area is titled "Create/Edit New User Account". On the left, a sidebar menu has "Create Account" highlighted with a red rectangle. The form itself is divided into several sections:

- Select or add installation owner:** Installation Owner Name: UIR Utility Testing Company (dropdown menu). Below it, a link: "Or click here if NOT on the list".
- Select TxDOT district (your "home" district):** Notice that you can submit installation requests to any active district. TxDOT District Name: San Antonio District (dropdown menu).
- Add office:** Office Name: San Antonio Office 2 (text input). Below it, a link: "Click here for list of existing offices". Office Acronym [Optional]: SAO2 (text input).
- Provide contact information:** User Name: First: Edgar, Last: Kraus (text inputs). Title [Optional]: Tester (text input). Phone Number: 210 - 731 - 9938 (text input). Mobile Number [Optional]: (text input). Fax Number [Optional]: 210 - 731 - 8904 (text input). Email Address: e-kraus@tamu.edu (text input). Address: Street: 3500 NW Loop 410 (text input). City: San Antonio (text input), State: Texas (dropdown menu), ZIP: 78229 (text input).
- Provide security information:** Login ID: ekraus440 (text input). Password: (masked with dots). Confirm Password: (masked with dots).
- Account status:** User Account Status: Pending (text input). User Privilege Level: Administrator (text input).

At the bottom of the form are two buttons: "Reset Form" and "Continue".

Similar to the new installation owner account application procedure, a user can also apply for a new office record under an existing installation owner registered with the UIR system if he/she is the first UIR user within the office. Select the option, and click the "Continue" button to proceed with the registration process.

Click the "Continue" button to proceed to the confirmation page. You can also reset the form by clicking the "Reset Form" button.



Click the link under the “Office Name” field to check if your office has been registered with UIR. If not, finish the new user registration form as shown on the next screen.

http://impdev.tamu.edu - TxDOT - Installation Request - Microsoft Internet Explorer

File Edit View Favorites Tools Help

**TxDOT - Utility Installation Review (UIR) System**

Home

**Accounts**

- Create Account
- TxDOT Contacts
- Installation Owner Contacts

**Other Resources**

- Special Provisions
- Request Checklist
- TxDOT Manuals
- Accommodation Rules
- TxDOT Standard Specifications
- Texas Manual on Uniform Traffic Control Devices
- TxDOT Traffic Engineering Standard Plan Sheets
- Utility Listings
- ROW Maps
- Survey Control Points

### New Installation Owner Registration Form

Review and edit form as needed. When finished, click Submit to send the account request to TxDOT.

Installation owner information	
Installation Owner Name	UIR Utility Testing Company
Installation Owner Acronym [Optional]	UIRUTC
TxDOT District Name	San Antonio District
Office Name	San Antonio Office 2
Office Acronym	SAO2

Contact information	
User Name	Edgar Kraus
Title [Optional]	Tester
Phone Number	(210)731-9938
Mobile Number[Optional]	
Fax Number [Optional]	(210)731-8904
Email Address	e-kraus@tamu.edu
Address	3500 NW Loop 410 San Antonio, TX 78229

Security information	
Login ID	ekraus440
Password	-- not displayed --

Account status	
User Account Status	Pending
User Privilege Level	Administrator

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Done Internet

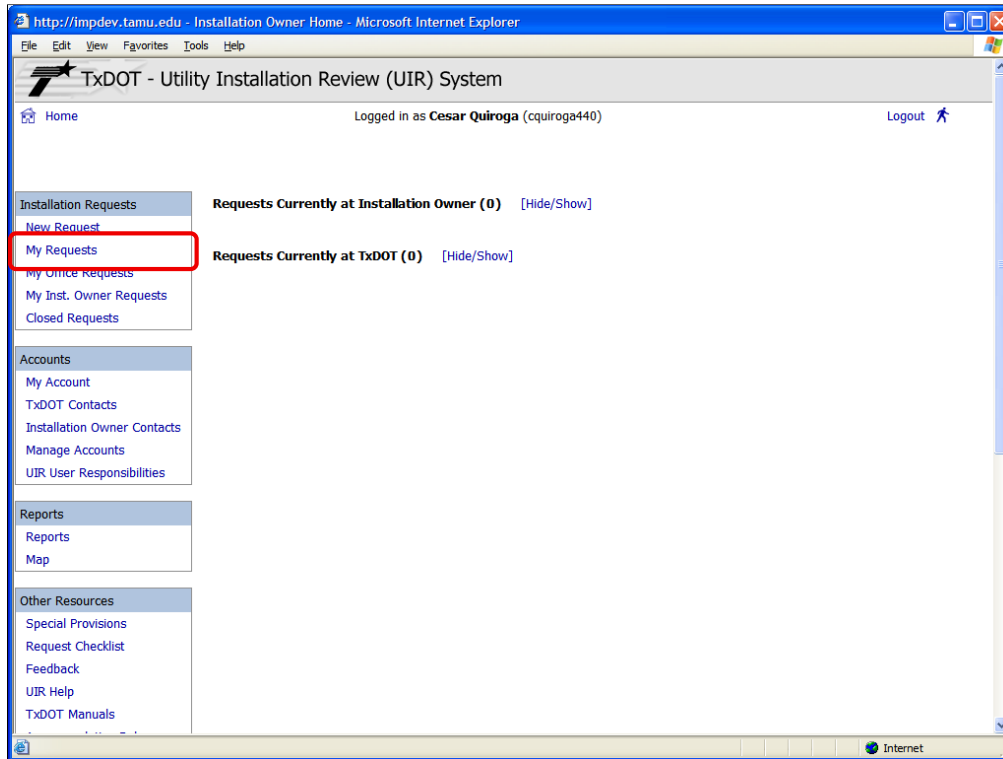
Make sure the information displayed on the confirmation page is correct, and then click the “Submit” button to send the account application to TxDOT for approval.



# Utility Company User Interface

- Accessing UIR
- Navigating UIR
  - ✓ Screen structure and menu options
  - ✓ Installation requests
  - ✓ Accounts
  - ✓ Reports
  - ✓ Other resources
- Submitting and processing requests

The sample slides follow the same structure as the UIR user manual.



Let's go through the menu items listed in the "Installation Requests" menu box.

"My Requests" shows requests submitted by the user. The "Home" view is the same as "My Requests."

If the user does not have requests in the system, the interface shows zero requests on the screen. However, in general, this view shows four tables:

- New Incomplete Requests,
- Incomplete Responses to TxDOT,
- Requests Currently at Installation Owner, and
- Requests Currently at TxDOT.

http://impdev.tamu.edu - TxDOT - All District Requests - Microsoft Internet Explorer

File Edit View Favorites Tools Help

**TxDOT - Utility Installation Review (UIR) System**

Home Logged in as **Cesar Quiroga** (cquiroga440) Logout

**Installation Requests**

- New Request
- My Requests
- My Office Requests**
- My Inst. Owner Requests
- Closed Requests

**Accounts**

- My Account
- TxDOT Contacts
- Installation Owner Contacts
- Manage Accounts
- UIR User Responsibilities

**Reports**

- Reports
- Map

**Other Resources**

- Special Provisions
- Request Checklist
- Feedback
- UIR Help
- TxDOT Manuals

**Office Requests**

Applicant Name	Requests Currently at TxDOT	Requests Currently at Installation Owner	Incomplete Requests/Responses
Cesar Quiroga	0	0	0
Eric Li	0	0	0
Jerry Le	0	0	0
<b>All Users</b>	<b>0</b>	<b>0</b>	<b>0</b>

Search by Installation Request No.  Go

A user can check the installation requests submitted by users in the same office by clicking the “My Office Requests” link.

http://impdev.tamu.edu - TxDOT - All District Requests - Microsoft Internet Explorer

File Edit View Favorites Tools Help

**TxDOT - Utility Installation Review (UIR) System**

Home Logged in as **Cesar Quiroga** (cquiroga440) Logout

**Installation Requests**

- New Request
- My Requests
- My Office Requests
- My Inst. Owner Requests**
- Closed Requests

**Installation Owner Requests**

Office Name	Requests Currently at TxDOT	Requests Currently at Installation Owner
San Antonio Office 1	0	0
San Antonio Office 2	0	0
<b>All Offices</b>	<b>0</b>	<b>0</b>

Search by Installation Request No.  Go

**Accounts**

- My Account
- TxDOT Contacts
- Installation Owner Contacts
- Manage Accounts
- UIR User Responsibilities

**Reports**

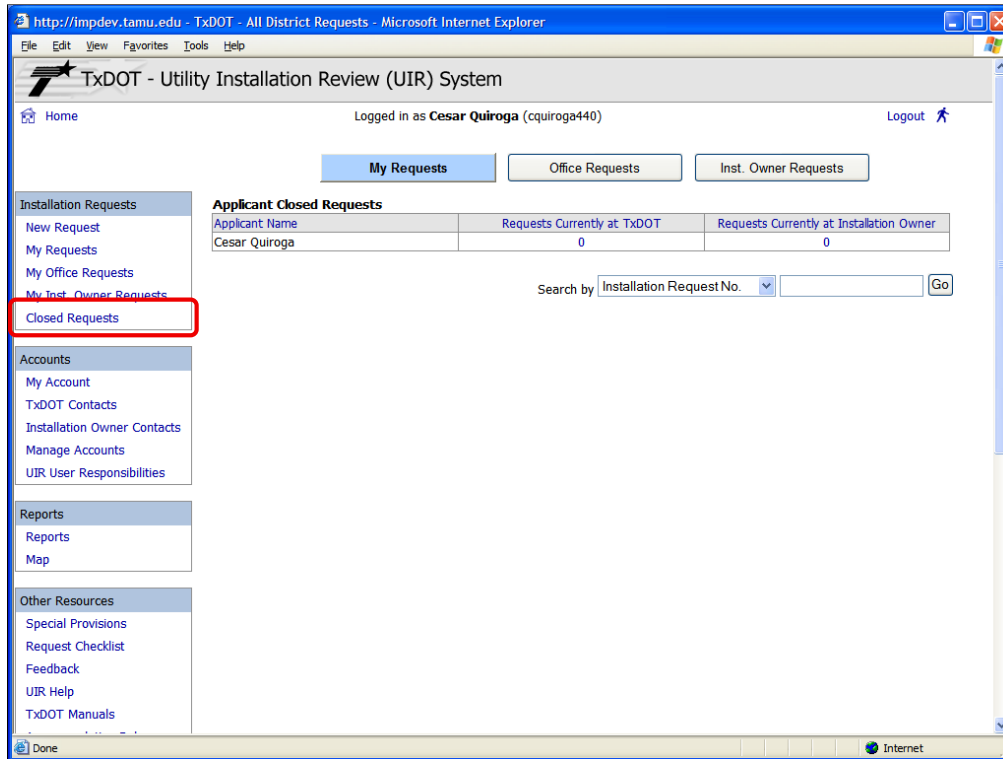
- Reports
- Map

**Other Resources**

- Special Provisions
- Request Checklist
- Feedback
- UIR Help
- TxDOT Manuals

Internet

Click the “My Installation Owner Requests” menu to list the utility installation requests submitted by the users within the same installation owner. Similarly, you can sort the table by any column for better views. The search tool can be also used to identify specific requests.



This page shows the closed requests associated with the installation owner. The page is displayed when a user clicks the “Closed Requests” link. Three types of the closed requests can be shown on this page:

1. “My Requests” are the closed requests submitted by the user.
2. “Office Requests” are the closed requests submitted by the users within the same office.
3. “Installation Owner Requests” are the closed requests submitted by all the users in the same utility company.

These closed requests can be displayed by clicking the buttons at the top of the page, respectively.

http://impdev.tamu.edu - TxDOT - All District Requests - Microsoft Internet Explorer

File Edit View Favorites Tools Help

**TxDOT - Utility Installation Review (UIR) System**

Home Logged in as **Cesar Quiroga** (cquiroga440) Logout

My Requests **Office Requests** Inst. Owner Requests

**Installation Requests**

- New Request
- My Requests
- My Office Requests
- My Inst. Owner Requests
- Closed Requests**

**Accounts**

- My Account
- TxDOT Contacts
- Installation Owner Contacts
- Manage Accounts
- UIR User Responsibilities

**Reports**

- Reports
- Map

**Other Resources**

- Special Provisions
- Request Checklist
- Feedback
- UIR Help
- TxDOT Manuals

**Applicant Closed Requests**

Applicant Name	Requests Currently at TxDOT	Requests Currently at Installation Owner
Cesar Quiroga	0	0
Eric Li	0	0
Jerry Le	0	0
<b>All Users</b>	<b>0</b>	<b>0</b>

Search by Installation Request No.  Go

Click the “Office Requests” button at the top of the page to view the closed requests submitted by all users within the same office.

http://impdev.tamu.edu - TxDOT - All District Requests - Microsoft Internet Explorer

File Edit View Favorites Tools Help

**TxDOT - Utility Installation Review (UIR) System**

Home Logged in as **Cesar Quiroga** (cquiroga440) Logout

My Requests Office Requests **Inst. Owner Requests**

**Installation Requests**

- New Request
- My Requests
- My Office Requests
- My Inst. Owner Requests
- Closed Requests**

**Applicant Closed Requests**

Office Name	Requests Currently at TxDOT	Requests Currently at Installation Owner
San Antonio Office 1	0	0
San Antonio Office 2	0	0
<b>All Offices</b>	<b>0</b>	<b>0</b>

Search by Installation Request No.  Go

**Accounts**

- My Account
- TxDOT Contacts
- Installation Owner Contacts
- Manage Accounts
- UIR User Responsibilities

**Reports**

- Reports
- Map

**Other Resources**

- Special Provisions
- Request Checklist
- Feedback
- UIR Help
- TxDOT Manuals

Done Internet

Click the “Installation Owner Requests” button at the top of the page to view the closed requests submitted by all users within the same installation owner.

The screenshot displays the 'User Account Information' page for Cesar Quiroga (cquiroga440). The page is organized into several sections:

- Office information:** Installation Owner Name (UIR Utility Testing Company), Office Name (San Antonio Office 1).
- Contact information:** User Name (Cesar Quiroga), Title (Tester), Phone Number (210-731-9938), Mobile Number (Optional), Fax Number (Optional) (210-731-8904), Email Address (c-quiroga@tamu.edu), Address (3500 NW Loop 410, Suite 315, San Antonio, TX 78229).
- Security information:** Login ID (cquiroga440).
- Account status:** User Account Status (Active), User Privilege Level (Administrator).
- Other settings:** A table for 'Receive emails related to:' with columns for 'Yes' and 'No'.
 

	Yes	No
New user registrations	<input type="radio"/>	<input type="radio"/>
New permit applications	<input type="radio"/>	<input type="radio"/>
Permit status changes that affect user	<input type="radio"/>	<input type="radio"/>
Installation Owner / Office name changes	<input type="radio"/>	<input type="radio"/>

Navigation buttons include 'OK' and 'Edit Account'.

If you log into your account and click “My Account” in the “Accounts” menu box, you can review your account information. When necessary, you can also edit your account profile by clicking the “Edit Account” button.



**Edit User Account**

**Office Information**

Office Type: Installation Owner Office  
Office Name: San Antonio Office 1

**Provide contact information**

User Name: First Cesar Last Quiroga  
Title [Optional]: Tester  
Phone Number: 210 - 731 - 9938  
Mobile Number [Optional]: - - -  
Fax Number [Optional]: 210 - 731 - 8904  
Email Address: c-quiroga@tamu.edu  
Address: Street 3500 NW Loop 410, Suite 315  
City: San Antonio Texas 78229

**Provide security information**

Login ID: cquiroga440 4-15 characters. Letters or numbers only  
Password: -- not displayed -- Show Change Password  
Select or confirm account status  
User Account Status: Active  
User Privilege Level: Administrator

**Select or confirm other settings**

Receive emails related to :	Yes	No
New user registrations	<input checked="" type="radio"/>	<input type="radio"/>
New permit applications	<input checked="" type="radio"/>	<input type="radio"/>
Permit status changes that affect user	<input checked="" type="radio"/>	<input type="radio"/>
Installation Owner / Office name changes	<input checked="" type="radio"/>	<input type="radio"/>

Cancel Edits Update Account

This is the “Edit User Account” page. The UIR system allows a user to edit most information as needed, including the login ID (because UIR uses a separate, internal user unique ID). Note that the street address is the office address, which is the same for all users associated with the same installation owner office.

Make necessary changes on the form, and then click the “Update Account” button to apply the changes. Otherwise, click “Cancel Edits” to exit the “Edit User Account” page without applying the changes.

Registered TxDOT Offices in San Antonio District

Office Type	Office Name	First Name	Last Name	Title	User Status	User Privilege
Area Office	Bexar 410	Aerasdf	Testes	asdf	Active	User
Area Office	Bexar 410	Larry	Coyle	Assistant Area Engineer	Active	User
Area Office	Bexar 410	Rueben	Martinez	Utility & Driveway Inspector	Active	User
Area Office	Bexar Metro	Gina	Gallegos	Area Engineer	Active	User
Area Office	Bexar Metro	John	Gianotti	Construction Engineer	Active	User
Area Office	Bexar Metro	TTI	SATAO1	TTI Tester	Active	Administrator
Area Office	Hondo	Carl	Friesenhahn	Area Engineer	Active	User
Area Office	Hondo	Claude	Cosgrove	Design Project Coordinator	Active	User
Area Office	Hondo	Gregory	Biediger	Asst. Area Engineer	Active	User
Area Office	Kerrville	Dale	Stein	Area Engineer	Inactive	User
Area Office	Kerrville	Michael	Coward	Area Engineer	Active	User
Area Office	New Braunfels	Cary	Lloyd		Active	User
Area Office	New Braunfels	Greg	Malatek	Area	Active	User
Area Office	New Braunfels	Gregory	Malatek	Area Engineer	Active	User
Area Office	New Braunfels	Laquetta	Kopp	Asst Area Engineer	Active	User
Area Office	New Braunfels	Tammy	Haecker		Active	User
Area Office	Seguin	Greg	Malatek	Area Engineer	Active	User
Area Office	Seguin	Gregory	Malatek	Area Engineer	Active	User
Area Office	Seguin	Mark	Harris		Active	User
Closed Permit Box	Closed Permit Box	System Will Notify	Applicant	Closed Permit Box	Active	User
Design	CCMO/Special Design	Baldomero	Ollerbidez	Utility Coordinator	Permanently Inactive	User

There are several other menu items listed in the “Accounts” menu box including TxDOT Contacts, Installation Owner Contacts, Manage Accounts, and UIR User Responsibilities. We’ll go through these menus on the following slides.

As shown on this page, TxDOT Contacts is a link to a list of TxDOT officials who may be involved in the installation review process in the same TxDOT district as the user’s “home” district. You can click a name in the list to display that official’s contact information.

http://impdev.tamu.edu - TxDOT - Installation Request - Microsoft Internet Explorer

File Edit View Favorites Tools Help

**TxDOT - Utility Installation Review (UIR) System**

Home Logged in as **Cesar Quiroga** (cquiroga440) Logout

**Registered TxDOT Offices in** San Antonio District

Office Type	Office	Last Name	Title	User Status	User Privilege
Area Office	Bexar Metro	Festres	asdf	Active	User
Area Office	Bexar Maintenance Division	Coyle	Assistant Area Engineer	Active	User
Area Office	Bexar Right of Way Division	Martinez	Utility & Driveway Inspector	Active	User
Area Office	Bexar Technology Services Division	Gallegos	Area Engineer	Active	User
Area Office	Bexar Metro	John Gianotti	Construction Engineer	Active	User
Area Office	Bexar Metro	TTI SATAO1	TTI Tester	Active	Administrator
Area Office	Hondo	Carl Friesenhahn	Area Engineer	Active	User
Area Office	Hondo	Claude Cosgrove	Design Project Coordinator	Active	User
Area Office	Hondo	Gregory Biediger	Asst. Area Engineer	Active	User
Area Office	Kerrville	Dale Stein	Area Engineer	Inactive	User
Area Office	Kerrville	Michael Coward	Area Engineer	Active	User
Area Office	New Braunfels	Cary Lloyd	Area	Active	User
Area Office	New Braunfels	Greg Malatek	Area	Active	User
Area Office	New Braunfels	Gregory Malatek	Area Engineer	Active	User
Area Office	New Braunfels	Laquetta Kopp	Asst Area Engineer	Active	User
Area Office	New Braunfels	Tammy Haecker	Area	Active	User
Area Office	Seguin	Greg Malatek	Area Engineer	Active	User
Area Office	Seguin	Gregory Malatek	Area Engineer	Active	User
Area Office	Seguin	Mark Harris	Area	Active	User
Closed Permit Box	Closed Permit Box	System Will Notify Applicant	Closed Permit Box	Active	User
Design	CCMO/Special Design	Baldomero Ollerbidez	Utility Coordinator	Permanently Inactive	User

Internet

To view the TxDOT users within another TxDOT district, select the district in the “Registered TxDOT Offices in” drop-down list and the system will list the users registered in the district.

Registered Installation Owner Offices in San Antonio District

Installation Owner Name	Office Name	Status
AT&T-Texas	Construction (Const)	Active
AT&T-Texas	Construction Commerce	Active
AT&T-Texas	Construction Montrose	Active
AT&T-Texas	Engineering North	Active
AT&T-Texas	Installation & Repair (I/R)	Active
AT&T-Texas	SA South I/R - Walnut (SAS - IR - Walnut)	Active
AT&T-Texas	San Antonio (San Antonio)	Active
AT&T-Texas	San Antonio Cont. Admin (SA CAC)	Active
AT&T-Texas	SAT Air Pressure (Air Pressure)	Active
AT&T-Texas	SAT Centralized Engineering (HICAPS)	Active
AT&T-Texas	SAT Civic Engineering (Civic)	Active
AT&T-Texas	SAT Engineering South (ir)	Active
AT&T-Texas	Sat North Cable Repair	Active
AT&T-Texas	SAT North East Cable Repair	Active
AT&T-Texas	Test Office	Active
Bandera Electric Coop., Inc.	Bandera Office	Active
Bexar Met Water District (BMWD)	Main Office (BMWD MO)	Active
Canyon Lake Water Service Company (CLWSC)	CLWSC (CLWSC)	Active
Centerpoint Energy (CNP)	South Texas (STX)	Active
Cibolo Creek Municipal Authority (CCMA)	Administration	Active
City Of Devine	City of Devine	Active
City Of Dilley	Public Works (PW)	Active
City Of Lytle (COL)	City of Lytle (COL)	Active
City Of Nixon	City Hall	Active
City Of Pearsall (C.O.P.)	Public Works (P.W.)	Active

The “Installation Owner Contacts” menu in the “Accounts” menu box is a link to a page that lists installation owners and offices in the same TxDOT district as the user’s “home” district. You can click an office to display the names and contact information of users associated with that office.

http://impdev.tamu.edu - UC - Installation Owner Contact - Microsoft Internet Explorer

File Edit View Favorites Tools Help

**TxDOT - Utility Installation Review (UIR) System**

Home Logged in as **Cesar Quiroga** (cquiroga440) Logout

**Installation Requests**

- New Request
- My Requests
- My Office Requests
- My Inst. Owner Requests
- Closed Requests

**Accounts**

- My Account
- TxDOT Contacts
- Installation Owner Contacts**
- Manage Accounts
- UIR User Responsibilities

**Reports**

- Reports
- Map

**Other Resources**

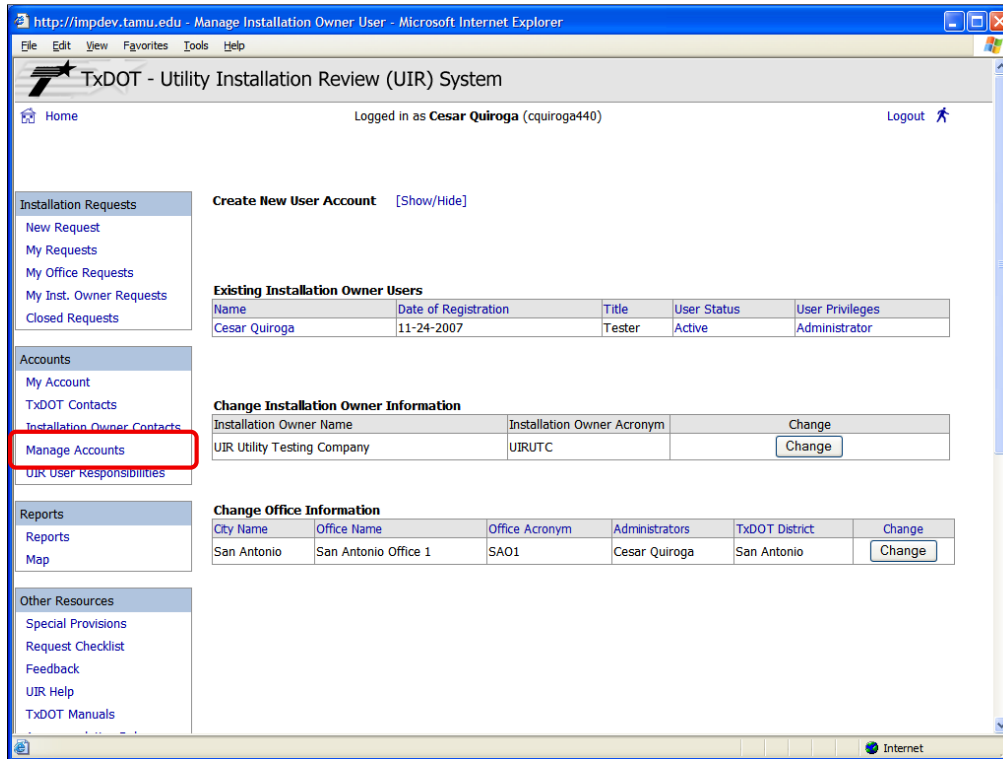
- Special Provisions
- Request Checklist
- Feedback
- UIR Help
- TxDOT Manuals

**Registered Installation Owner Offices in** San Antonio District

Installation Owner Name	Office	Status
AT&T-Texas	Const	Active
AT&T-Texas	Const	Active
AT&T-Texas	Const	Active
AT&T-Texas	Engin	Active
AT&T-Texas	Installation & Repair (I/R)	Active
AT&T-Texas	SA South I/R - Walnut (SAS - IR - Walnut)	Active
AT&T-Texas	San Antonio (San Antonio)	Active
AT&T-Texas	San Antonio Cont. Admin (SA CAC)	Active
AT&T-Texas	SAT Air Pressure (Air Pressure)	Active
AT&T-Texas	SAT Centralized Engineering (HICAPS)	Active
AT&T-Texas	SAT Civic Engineering (Civic)	Active
AT&T-Texas	SAT Engineering South (ir)	Active
AT&T-Texas	Sat North Cable Repair	Active
AT&T-Texas	SAT North East Cable Repair	Active
AT&T-Texas	Test Office	Active
Bandera Electric Coop., Inc.	Bandera Office	Active
Bexar Met Water District (BMWD)	Main Office (BMWD MO)	Active
Canyon Lake Water Service Company (CLWSC)	CLWSC (CLWSC)	Active
Centerpoint Energy (CNP)	South Texas (STX)	Active
Cibolo Creek Municipal Authority (CCMA)	Administration	Active
City Of Devine	City of Devine	Active
City Of Dilley	Public Works (PW)	Active
City Of Lytle (COL)	City of Lytle (COL)	Active
City Of Nixon	City Hall	Active
City Of Pearsall (C.O.P.)	Public Works (P.W.)	Active

Internet

Similarly, select a different TxDOT district (from the drop-down list) to view the list of installation owners and offices registered in that district.



The “Manage Accounts” function allows a user to manage the UIR accounts registered within the same office. On the Manage Accounts page, a user can create new user accounts within the same office, edit the account information of other existing users in the same office, change Installation owner information, and change the office information.

Notice that the “Manage Accounts” menu is only available to installation owner users who have administrative privileges.

To create a new user account, click the “[Show/Hide]” link next to “Create New User Account.”

http://impdev.tamu.edu - Manage Installation Owner User - Microsoft Internet Explorer

File Edit View Favorites Tools Help

**TxDOT - Utility Installation Review (UIR) System**

Home Logged in as **Cesar Quiroga** (cquiroga440) Logout

**Installation Requests**

- New Request
- My Requests
- My Office Requests
- My Inst. Owner Requests
- Closed Requests

**Accounts**

- My Account
- TxDOT Contacts
- Installation Owner Contacts
- Manage Accounts**
- UIR User Responsibilities

**Reports**

- Reports
- Map

**Other Resources**

- Special Provisions
- Request Checklist
- Feedback
- UIR Help
- TxDOT Manuals

**Create New User Account** [Show/Hide]

**Provide contact information**

User Name First  Last

Title [Optional]

Phone Number  -  -

Mobile Number [Optional]  -  -

Fax Number [Optional]  -  -

Email Address

**Provide security information**

Login ID  4-15 characters. Letters or numbers only

System-generated password (password will be emailed to user)

Enter new password  6-15 characters. Letters or numbers only

Confirm password  Must be different from Login ID

**Select or confirm account status**

User Privilege Level 

- Administrator
- Consultant
- Guest
- User**

**Existing Installation Owner Users**

Name	Date of Registration	Title	User Status	User Privileges
Cesar Quiroga	11-24-2007	Tester	Active	Administrator

Fill in the new user information on the new account creation page, and then click the “Submit” button to create the new account.

The UIR system has four privilege levels for installation owner users including administrator, user, consultant, and guest. The major differences among these four types of users are:

1. An “administrator” has privileges to manage user accounts within the same office and create and submit utility installation requests.
2. A “user” may create and submit utility installation requests, but does not have the privilege to manage other accounts.
3. A “consultant” may prepare utility installation requests, but does not have the privilege to submit requests.
4. A “guest” only has read-access and may not prepare and submit utility installation requests.

http://impdev.tamu.edu - Manage Installation Owner User - Microsoft Internet Explorer

File Edit View Favorites Tools Help

**TxDOT - Utility Installation Review (UIR) System**

Home Logged in as **Cesar Quiroga** (cquiroga440) Logout

**Installation Requests**

- New Request
- My Requests
- My Office Requests
- My Inst. Owner Requests
- Closed Requests

**Accounts**

- My Account
- TxDOT Contacts
- Installation Owner Contacts
- Manage Accounts**
- UIR User Responsibilities

**Reports**

- Reports
- Map

**Other Resources**

- Special Provisions
- Request Checklist
- Feedback
- UIR Help
- TxDOT Manuals

**Create New User Account** [Show/Hide]

**Existing Installation Owner Users**

Name	Date of Registration	Title	User Status	User Privileges
Cesar Quiroga	11-24-2007	Tester	Active	Administrator
Jerry Le	11-24-2007	Tester	Active	User

**Change Installation Owner Information**

Installation Owner Name	Installation Owner Acronym	Change
UIR Utility Testing Company	UIRUTC	<input type="button" value="Change"/>

**Change Office Information**

City Name	Office Name	Office Acronym	Administrators	TxDOT District	Change
San Antonio	San Antonio Office 1	SAO1	Cesar Quiroga	San Antonio	<input type="button" value="Change"/>

After the new account information is submitted, the system will redirect the user to the “Manage Accounts” page. As seen on this page, the new user (Jerry Le) that was just created has been listed under “Existing Installation Owner Users.”



http://impdev.tamu.edu - Manage Installation Owner User - Microsoft Internet Explorer

TxDOT - Utility Installation Review (UIR) System

Home Logged in as Cesar Quiroga (cquiroga440) Logout

**Installation Requests**

- New Request
- My Requests
- My Office Requests
- My Inst. Owner Requests
- Closed Requests

**Accounts**

- My Account
- TxDOT Contacts
- Installation Owner Contacts
- Manage Accounts**
- UIR User Responsibilities

**Reports**

- Reports
- Map

**Other Resources**

- Special Provisions
- Request Checklist
- Feedback
- UIR Help
- TxDOT Manuals

**Create New User Account** [Show/Hide]

**Provide contact information**

User Name First  Last

Title [Optional]

Phone Number  -  -

Mobile Number [Optional]  -  -

Fax Number [Optional]  -  -

Email Address

**Provide security information**

Login ID  4-15 characters. Letters or numbers only

System-generated password (password will be emailed to user)

Enter new password  6-15 characters. Letters or numbers only

Confirm password  Must be different from Login ID

**Select or confirm account status**

User Privilege Level

**Existing Installation Owner Users**

Name	Date of Registration	Title	User Status	User Privileges
Cesar Quiroga	11-24-2007	Tester	Active	Administrator
Jerry Le	11-24-2007	Tester	Active	User

Similarly, you can also create a consultant user account in your office. After inputting the appropriate user account information, click the “Submit” button to finalize the account.

http://impdev.tamu.edu - Manage Installation Owner User - Microsoft Internet Explorer

File Edit View Favorites Tools Help

**TxDOT - Utility Installation Review (UIR) System**

Home Logged in as **Cesar Quiroga** (cquiroga440) Logout

**Installation Requests**

- New Request
- My Requests
- My Office Requests
- My Inst. Owner Requests
- Closed Requests

**Accounts**

- My Account
- TxDOT Contacts
- Installation Owner Contacts
- Manage Accounts**
- UIR User Responsibilities

**Reports**

- Reports
- Map

**Other Resources**

- Special Provisions
- Request Checklist
- Feedback
- UIR Help
- TxDOT Manuals

**Create New User Account** [Show/Hide]

**Existing Installation Owner Users**

Name	Date of Registration	Title	User Status	User Privileges
Cesar Quiroga	11-24-2007	Tester	Active	Administrator
Eric Li	11-24-2007	Tester	Active	Consultant
Jerry Le	11-24-2007	Tester	Active	User

**Change Installation Owner Information**

Installation Owner Name	Installation Owner Acronym	Change
UIR Utility Testing Company	UIRUTC	<input type="button" value="Change"/>

**Change Office Information**

City Name	Office Name	Office Acronym	Administrators	TxDOT District	Change
San Antonio	San Antonio Office 1	SAO1	Cesar Quiroga	San Antonio	<input type="button" value="Change"/>

Done Internet

As shown on this page, the new consultant account is created and listed under the “Existing Installation Owner Users.”

http://impdev.tamu.edu - Manage Installation Owner User - Microsoft Internet Explorer

TxDOT - Utility Installation Review (UIR) System

Home Logged in as Cesar Quiroga (cquiroga440) Logout

**Installation Requests**

- New Request
- My Requests
- My Office Requests
- My Inst. Owner Requests
- Closed Requests

**Accounts**

- My Account
- TxDOT Contacts
- Installation Owner Contacts
- Manage Accounts**
- UIR User Responsibilities

**Reports**

- Reports
- Map

**Other Resources**

- Special Provisions
- Request Checklist
- Feedback
- UIR Help
- TxDOT Manuals

**Create New User Account** [Show/Hide]

**Existing Installation Owner Users**

Name	Date of Registration	Title	User Status	User Privileges
Cesar Quiroga	11-24-2007	Tester	Active	Administrator
Eric Li	11-24-2007	Tester	Active	Consultant
Jerry Le	11-24-2007	Tester	Active	User

Close

Address: 3500 NW Loop 410, Suite 315  
San Antonio, TX 78229

Phone Number: 210-731-9938

Mobile Number [Optional]:

Fax Number [Optional]: 210-731-8904

Email Address: j-le@tamu.edu

Login ID: jle440

Edit user information

**Change Installation Owner Information**

Installation Owner Name	Installation Owner Acronym	Change
UIR Utility Testing Company	UIRUTC	Change

**Change Office Information**

City Name	Office Name	Office Acronym	Administrators	TxDOT District	Change

To review or edit the information of an existing user within the same office, click the name of the user, and then click the “Edit user information” button to display the user information page.

http://impdev.tamu.edu - Installation Owner Home - Microsoft Internet Explorer

File Edit View Favorites Tools Help

**TxDOT - Utility Installation Review (UIR) System**

Home Logged in as **Cesar Quiroga (cquiroga440)** Logout

**Installation Requests**

- New Request
- My Requests
- My Office Requests
- My Inst. Owner Requests
- Closed Requests

**Accounts**

- My Account
- TxDOT Contacts
- Installation Owner Contacts
- Manage Accounts**
- UIR User Responsibilities

**Reports**

- Reports
- Map

**Other Resources**

- Special Provisions
- Request Checklist
- Feedback
- UIR Help
- TxDOT Manuals

**User Account Information**

**Office information**

Installation Owner Name	UIR Utility Testing Company		
Office Name	San Antonio Office 1		

**Contact information**

User Name	Jerry Le		
Title [Optional]	Tester		
Phone Number	210-731-9938		
Mobile Number [Optional]			
Fax Number [Optional]	210-731-8904		
Email Address	j-le@tamu.edu		
Address	3500 NW Loop 410, Suite 315 San Antonio, TX 78229		

**Security information**

Login ID	jle440		
----------	--------	--	--

**Account status**

User Account Status	Active		
User Privilege Level	User		

**Other settings**

	Receive emails related to :	Yes	No
Email Options	New user registrations	<input type="radio"/>	<input type="radio"/>
	New permit applications	<input type="radio"/>	<input type="radio"/>
	Permit status changes that affect user	<input type="radio"/>	<input type="radio"/>
	Installation Owner / Office name changes	<input type="radio"/>	<input type="radio"/>

OK Edit Account

This is the user information page. To edit the information, click the “Edit Account” button. Otherwise, click the “OK” button to go back to the user management page.

http://impdev.tamu.edu - TxDOT - Installation Request - Microsoft Internet Explorer

File Edit View Favorites Tools Help

**TxDOT - Utility Installation Review (UIR) System**

Home Logged in as **Cesar Quiroga** (cquiroga440) Logout

**Installation Requests**

- New Request
- My Requests
- My Office Requests
- My Inst. Owner Requests
- Closed Requests

**Accounts**

- My Account
- TxDOT Contacts
- Installation Owner Contacts
- Manage Accounts**
- UIR User Responsibilities

**Reports**

- Reports
- Map

**Other Resources**

- Special Provisions
- Request Checklist
- Feedback
- UIR Help
- TxDOT Manuals

**Edit User Account**

**Select office**

TxDOT District Name: San Antonio District Current TxDOT district: San Antonio District

Office Name: San Antonio Office 1 Current office: San Antonio Office 1

**Provide contact information**

User Name: First Jerry Last Le

Title [Optional]: Tester

Phone Number: 210 - 731 - 9938

Mobile Number [Optional]: - - -

Fax Number [Optional]: 210 - 731 - 8904

Email Address: j-le@tamu.edu

Address: Street 3500 NW Loop 410, Suite 315  
City San Antonio Texas 78229

**Provide security information**

Login ID: jle440 4-15 characters. Letters or numbers only

Password: -- not displayed -- Show Change Password

**Select or confirm account status**

User Account Status: Active

User Privilege Level: User Click here for more information

Delete User Account:

**Select or confirm other settings**

Receive emails related to :	Yes	No
New user registrations	<input checked="" type="radio"/>	<input type="radio"/>

To change the information for this account, in the edit user account form, make the necessary changes, and then click the “Submit” button to update the database. Otherwise, click the “Cancel” button to leave the page without applying the changes.

http://impdev.tamu.edu - Manage Installation Owner User - Microsoft Internet Explorer

File Edit View Favorites Tools Help

**TxDOT - Utility Installation Review (UIR) System**

Home Logged in as **Edgar Kraus** (ekraus440) Logout

**Installation Requests**

- New Request
- My Requests
- My Office Requests
- My Inst. Owner Requests
- Closed Requests

**Accounts**

- My Account
- TxDOT Contacts
- Installation Owner Contacts
- Manage Accounts**
- UIR User Responsibilities

**Reports**

- Reports
- Map

**Other Resources**

- Special Provisions
- Request Checklist
- Feedback
- UIR Help
- TxDOT Manuals

**Create New User Account** [Show/Hide]

**Provide contact information**

User Name First  Last

Title [Optional]

Phone Number  -  -

Mobile Number [Optional]  -  -

Fax Number [Optional]  -  -

Email Address

**Provide security information**

Login ID  4-15 characters. Letters or numbers only

System-generated password (password will be emailed to user)

Enter new password  6-15 characters. Letters or numbers only

Confirm password  Must be different from Login ID

**Select or confirm account status**

User Privilege Level

**Existing Installation Owner Users**

Name	Date of Registration	Title	User Status	User Privileges
Edgar Kraus	11-24-2007	Tester	Active	Administrator

When the account is approved by TxDOT, the user can then log into the UIR system. The user can also add new users within the same office.

http://impdev.tamu.edu - Manage Installation Owner User - Microsoft Internet Explorer

File Edit View Favorites Tools Help

**TxDOT - Utility Installation Review (UIR) System**

Home Logged in as **Edgar Kraus** (ekraus440) Logout

**Installation Requests**

- New Request
- My Requests
- My Office Requests
- My Inst. Owner Requests
- Closed Requests

**Accounts**

- My Account
- TxDOT Contacts
- Installation Owner Contacts
- Manage Accounts
- UIR User Responsibilities

**Reports**

- Reports
- Map

**Other Resources**

- Special Provisions
- Request Checklist
- Feedback
- UIR Help
- TxDOT Manuals

**Create New User Account** [\[Show/Hide\]](#)

**Provide contact information**

User Name: First  Last

Title [Optional]:

Phone Number:  -  -

Mobile Number [Optional]:  -  -

Fax Number [Optional]:  -  -

Email Address:

**Provide security information**

Login ID:  4-15 characters. Letters or numbers only

System-generated password (password will be emailed to user)

Enter new password  6-15 characters. Letters or numbers only

Confirm password:  Must be different from Login ID

**Select or confirm account status**

User Privilege Level: 

- Administrator
- Consultant
- Guest
- User

**Existing Installation Owner Users**

Name	Date of Registration	Title	User Status	User Privileges
Edgar Kraus	11-24-2007	Tester	Active	Administrator
Nick Koncz	11-24-2007	Tester	Active	User

Add another user following the same procedure described earlier.

http://impdev.tamu.edu - Manage Installation Owner User - Microsoft Internet Explorer

File Edit View Favorites Tools Help

**TxDOT - Utility Installation Review (UIR) System**

Home Logged in as **Edgar Kraus** (ekraus440) Logout

**Installation Requests**

- New Request
- My Requests
- My Office Requests
- My Inst. Owner Requests
- Closed Requests

**Accounts**

- My Account
- TxDOT Contacts
- Installation Owner Contacts
- Manage Accounts**
- UIR User Responsibilities

**Reports**

- Reports
- Map

**Other Resources**

- Special Provisions
- Request Checklist
- Feedback
- UIR Help
- TxDOT Manuals

**Create New User Account** [Show/Hide]

**Existing Installation Owner Users**

Name	Date of Registration	Title	User Status	User Privileges
Edgar Kraus	11-24-2007	Tester	Active	Administrator
Nick Koncz	11-24-2007	Tester	Active	User
Sonia Chapa	11-24-2007	Tester	Active	Guest

**Change Installation Owner Information**

Installation Owner Name	Installation Owner Acronym	Change
UIR Utility Testing Company	UIRUTC	<input type="button" value="Change"/>

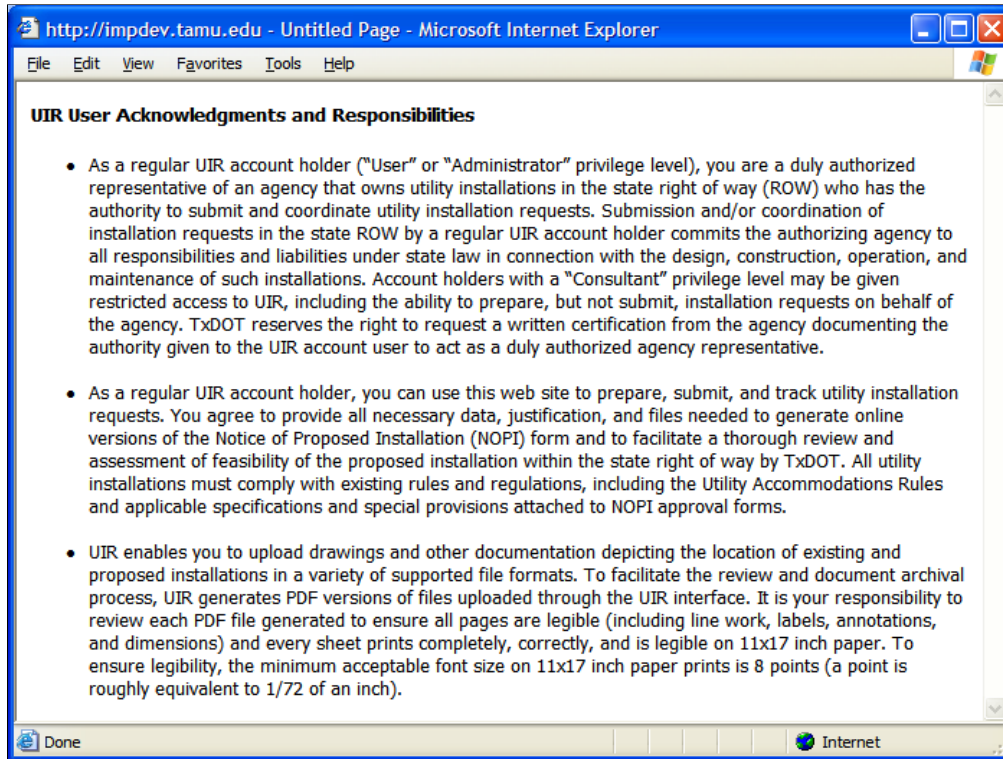
**Change Office Information**

City Name	Office Name	Office Acronym	Administrators	TxDOT District	Change
San Antonio	San Antonio Office 1	SAO1	Cesar Quiroga	San Antonio	
San Antonio	San Antonio Office 2	SAO2	Edgar Kraus	San Antonio	<input type="button" value="Change"/>

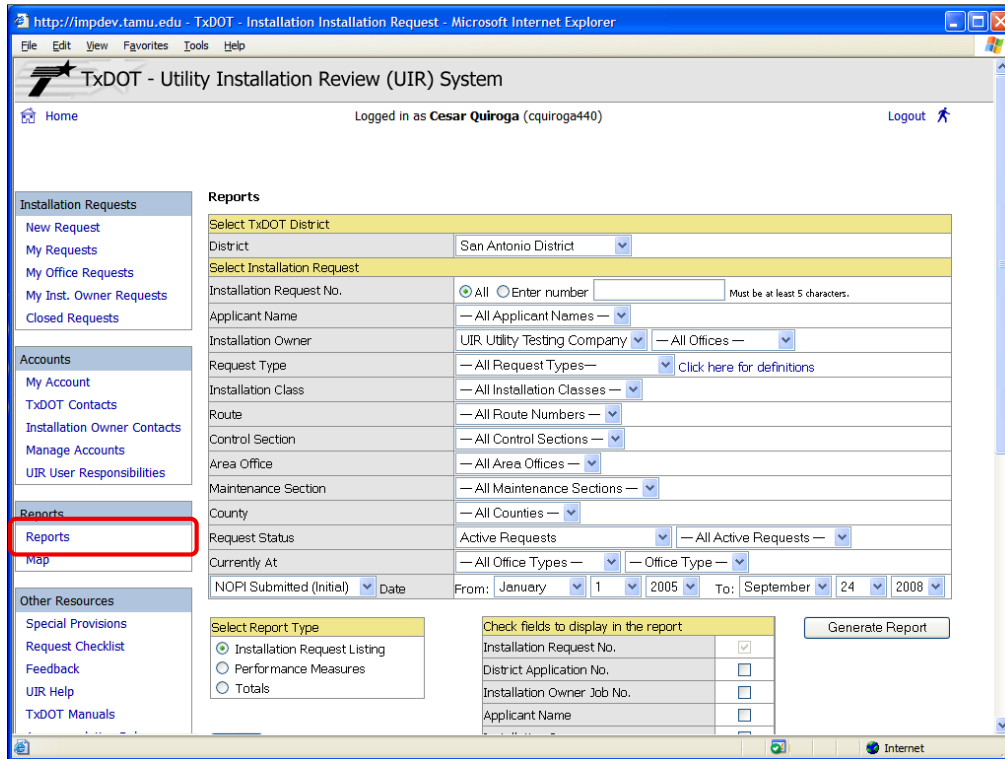
Done Internet

Through the illustration, we have created three users within the same office and two offices under the UIR Utility Testing Company.





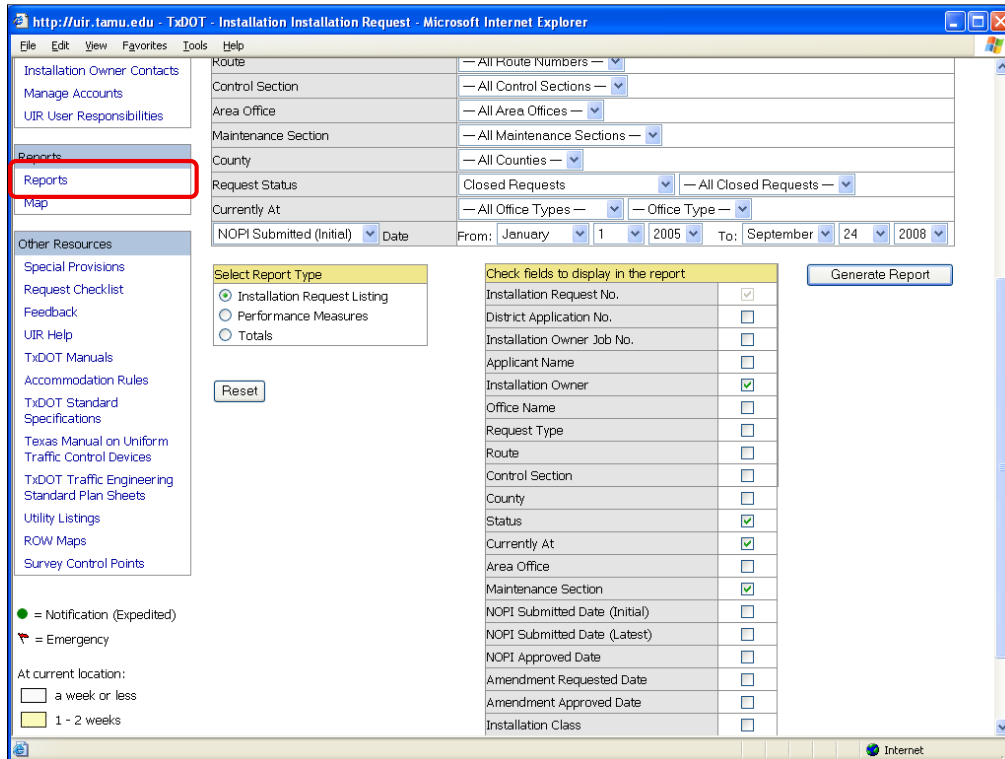
In the Accounts menu box, there is another menu named "UJR User Responsibilities." It links to a summary of acknowledgments and responsibilities that apply to all registered installation owner users, as shown on this slide.



Let's navigate through the report and map tools under the "Reports" menu.

The report tool allows users to query existing requests and then display the requests in a table-formatted report. There are three types of reports that can be generated: installation request listing, performance measures, and totals. We'll show examples of these different reports on the following slides.

Click the "Report" link on the left to display the report page.



To generate an “Installation Request Listing” report, define the query first in the “Select Installation Request” field (see previous slide). Then check this report type in the “Select Report Type” field and select the table fields to be displayed in the report. Click the “Generate Report” button to generate the desired report.

http://impdev.tamu.edu/uirDEMO/reportTool/ShowReports\_2.asp - Microsoft Internet Explorer

File Edit View Favorites Tools Help

TxDOT - Utility Installation Review (UIR) System

### Installation Request Listing Report (11/25/2007 12:31:53 PM)

Installation Request No.	Installation Owner	Route	County	Status	Currently At	Maintenance Section
SAT20071124114951	UJR Utility Testing Company	SS0117	Bexar	Completed	Closed Permit Box	Bexar Metro

[Export to .csv](#)

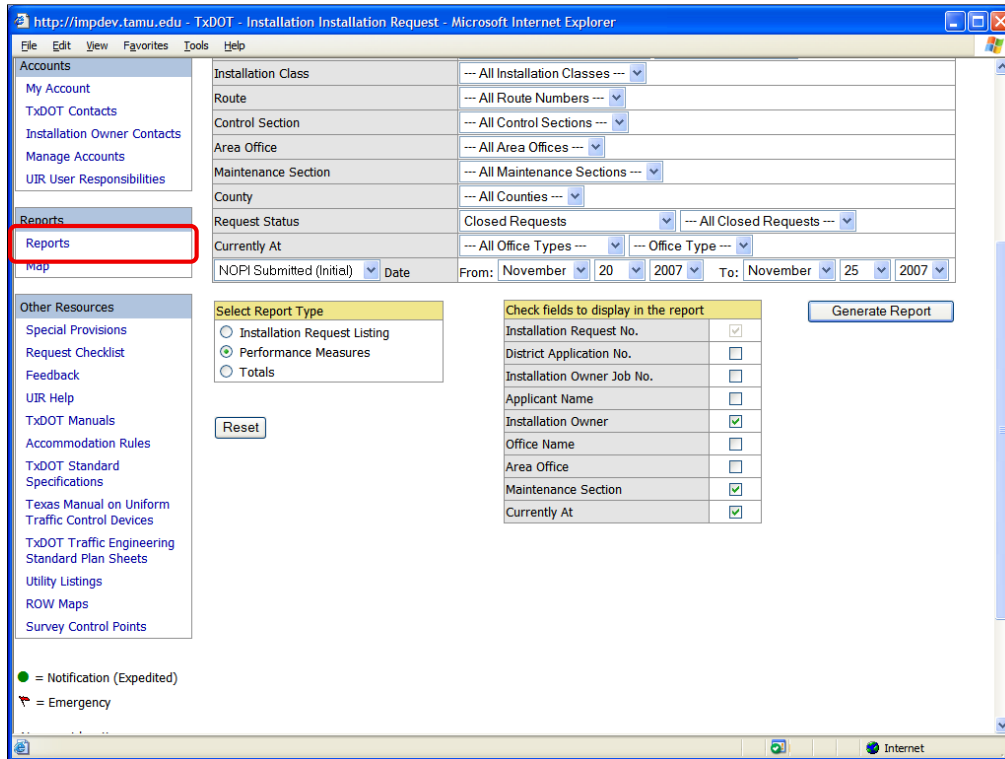
**Query Criteria**  
District: San Antonio District  
Installation Request No: --- All Installation Requests ---  
Installation Owner: UJR Utility Testing Company  
Installation Owner Office: --- All Offices ---  
Status: --- All Closed Requests ---  
NOPI Submitted Date: From: November/20/2007 To: November/25/2007

Done Internet

This screen shows the generated report. Note that this report can be exported to a comma-delimited file (.csv extension) that can be opened in Microsoft Excel® format.

A	B	C	D	E	F	G	H	I	
Installation Request Listing Report (11/25/2007 12:31:53 PM)									
1	Installation Request No	Installation Owner Name	Route	County	Status	Currently At	Maintenance Section	NOPI Submitted	NOPI Approved Date
4	SAT20071124114951	UIR Utility Testing Company	SS0117	Bexar	Completed	Closed Permit Box	Bexar Metro	11/24/2007	11/25/2007
Query Criteria District: San Antonio District									
Installation Request No: --- All Installation Requests ---									
Installation Owner: UIR Utility Testing Company									
Installation Owner Office: --- All Offices ---									
Status: --- All Closed Requests ---									
NOPI Submitted Date: From: November/20/2007 To: November/25/2007									
14									

As we can see, the report is exported to an Excel file.



Now, let's generate a "Performance Measures" report. Again, define the query first, and then check this report type in the "Select Report Type" field. Select the fields to be displayed in the report, and then click "Generate Report."

http://impdev.tamu.edu/uirDEMO/reportTool/ShowReports\_2.asp - Microsoft Internet Explorer

File Edit View Favorites Tools Help

**TxDOT - Utility Installation Review (UIR) System**

**Performance Measure Report (11/25/2007 12:41:13 PM)**

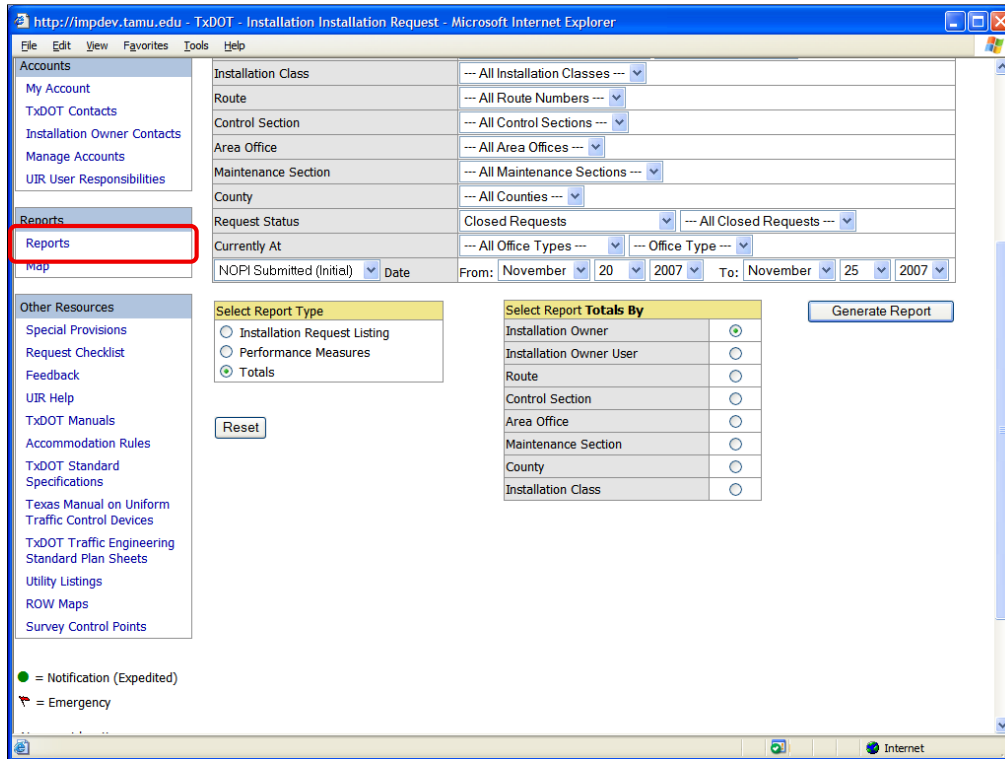
Installation Request No.	Installation Owner	Maintenance Section	Currently At	Incomplete	Submitted	Under review-TxDOT	Under review-TxDOT Total	Under review-Installation Owner	Under review-Total	Days to approve/reject	Pre construction-Installation Owner	Pre construction-TxDOT	Pre construction-Total	Amendment-Installation Owner	Amendment-TxDOT	Construction	Construction stopped	Construction-Total	Post construction-Installation Owner	Post construction-TxDOT	Post construction-Total	Completed
SAT20071124114951	UIR Utility Testing Company	Bexar Metro	Closed Permit Box		0.8	0.1	0.9	0.0	0.9	0.9	0.0	0.0	0.0			0.0		0.0	0.0	0.0	0.0	0.0
				Count	0	1	1	1	1	1	1	0	1	0	0	1	0	1	1	1	1	1
				Average	0.8	0.1	0.9	0.0	0.9	0.9	0.0	0.0	0.0			0.0		0.0	0.0	0.0	0.0	0.0
				Max	0.8	0.1	0.9	0.0	0.9	0.9	0.0	0.0	0.0			0.0		0.0	0.0	0.0	0.0	0.0
				Standard Deviation	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0			0.0		0.0	0.0	0.0	0.0	0.0

[Export to .csv](#)

**Query Criteria**  
 District: San Antonio District  
 Installation Request No: --- All Installation Requests ---  
 Installation Owner: UIR Utility Testing Company  
 Installation Owner Office: --- All Offices ---  
 Status: --- All Closed Requests ---  
 NOPI Submitted Date: From: November/20/2007 To: November/25/2007

Done Internet

This is the generated performance report.



To generate a report of totals, follow the same procedure except that you need to check "Totals" as the report type.



http://impdev.tamu.edu/uirDEMO/reportTool/ShowReports\_2.asp - Microsoft Internet Explorer

File Edit View Favorites Tools Help

TxDOT - Utility Installation Review (UIR) System

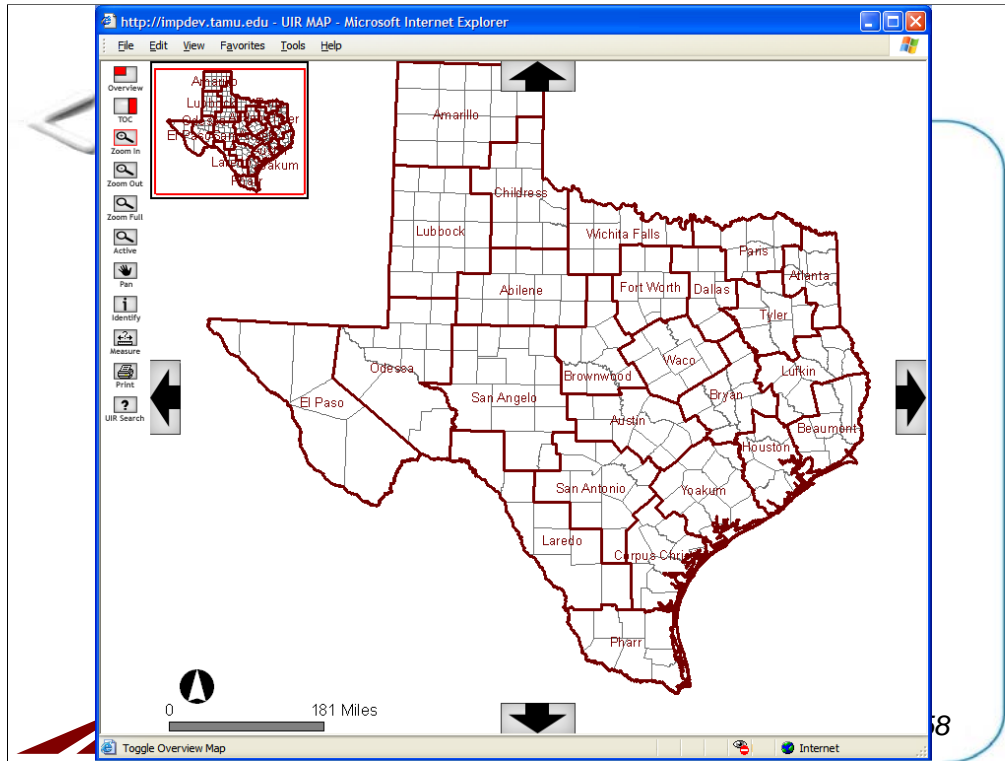
**Totals Report (11/25/2007 12:48:04 PM)**

Installation Owner	Office	Total
UJR Utility Testing Company	San Antonio Office 1	1

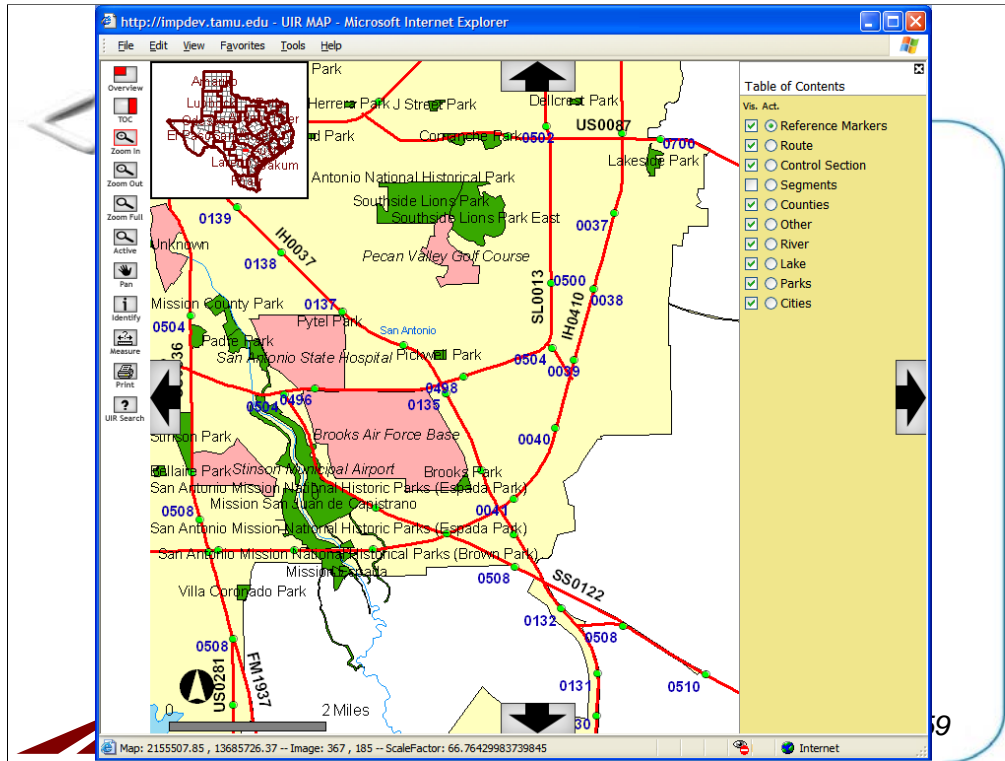
**Query Criteria**  
District: San Antonio District  
Installation Request No: --- All Installation Requests ---  
Installation Owner: UJR Utility Testing Company  
Installation Office: --- All Offices ---  
Status: --- All Closed Requests ---  
NOPI Submitted Date: From: November/20/2007 To: November/25/2007

Done Internet

This is the report of totals. It shows the total requests submitted by San Antonio Office 1.

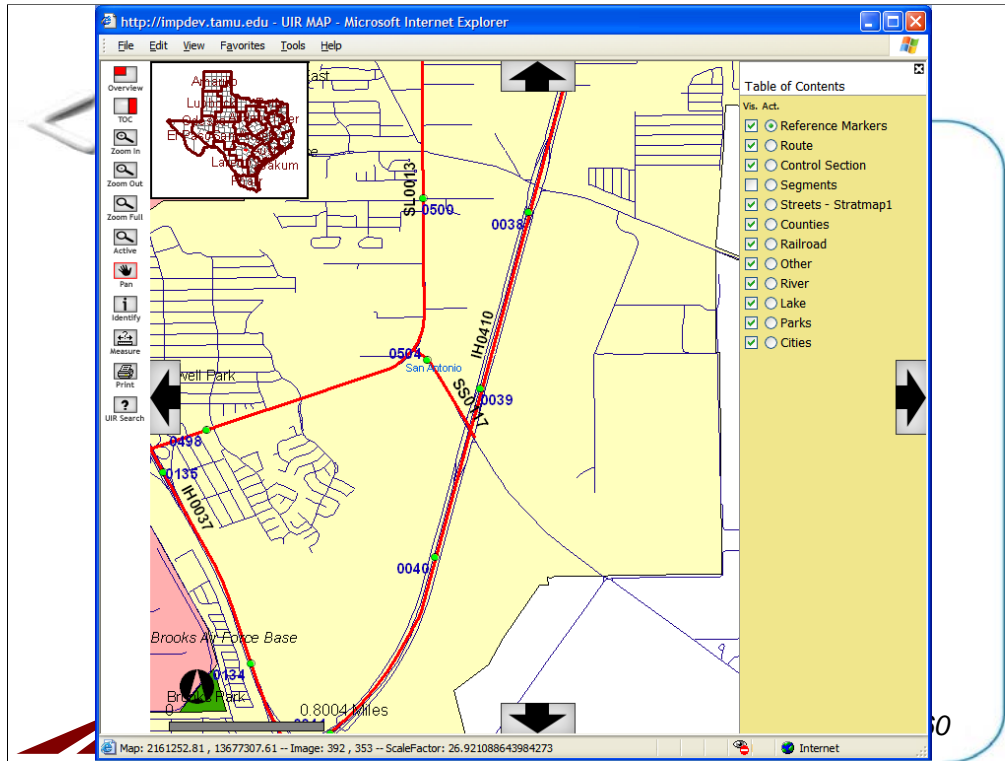


Now let's see how the map tool works. Click the "Map" link under the "Reports" menu to display the map window. The window shows a GIS-based map of the State of Texas. To navigate through the map, use the tools on the left side of the map window.

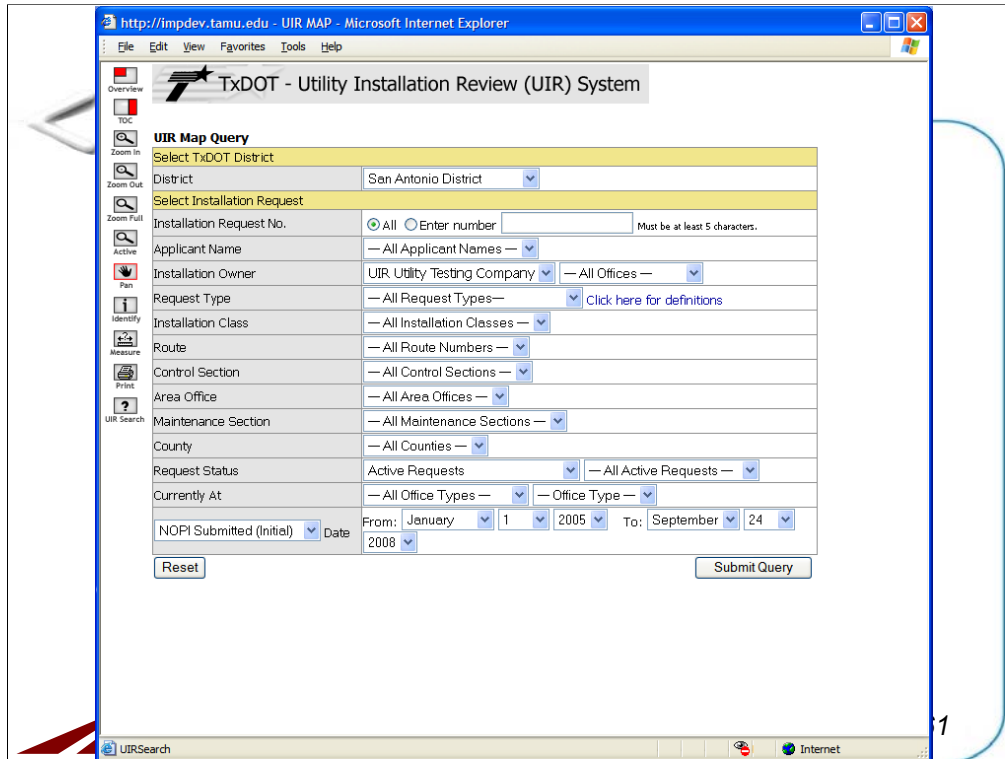


With the “Zoom In” tool activated, zoom in the map to a desired detail level. Click the “TOC” tool to show a list of the layers shown on the map.

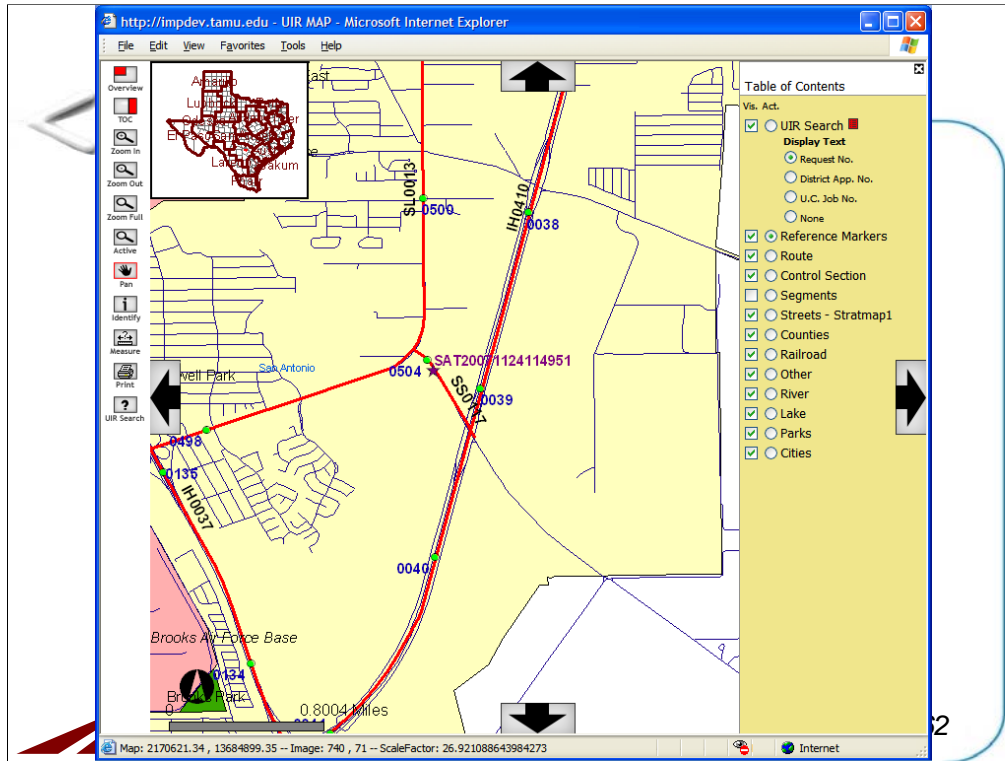
TOC: Table of contents



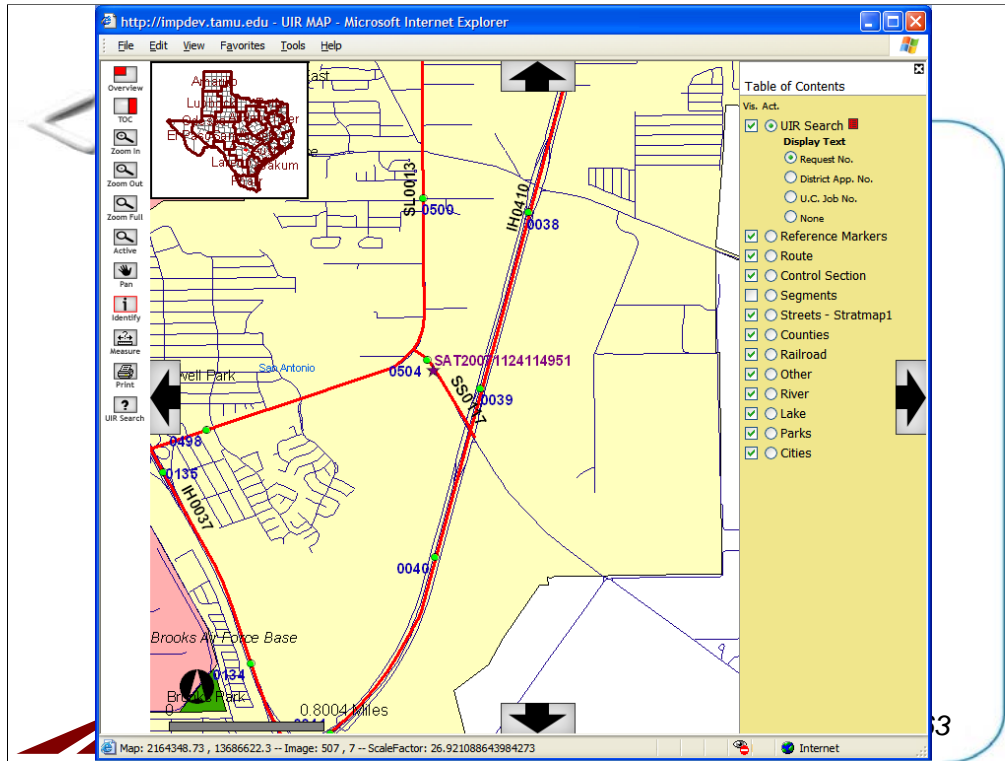
Note that with further zoom-in, additional information becomes available on the map. You can also use the “Pan” tool to move the map around.



Another useful tool available on the map is the “UIR Search” tool. Click the “UIR Search” icon to show this request query form. To locate requests on the map, define the query, and the map will search for the requests and then list them on the map. For example, let’s find the request we processed earlier.



As seen on the screen, the request is displayed on the map.



To view the information of this request from this map, you can use the “Identify” tool on the left of the window. Click the “Identify” tool, and then check the radio button for the “UIR Search” layer in the “Table of Contents” window. Click the star representing the request on the map to display its information.

Basic Information	
Installation Request No.	<b>SAT20071124114951</b>
District Application No.	TE-07-53
Installation Owner Job No.	UTC 2007-01
Applicant Name	Cesar Quiroga
Contact Information	c-quiroga@tamu.edu - 210-731-9938
Installation Owner Name	UIR Utility Testing Company
Office Name	San Antonio Office 1
Proposed Construction Schedule	<b>Begin on: 12-03-2007    Finish on: 12-07-2007</b>
Request Type	Regular Installation Request
Installation Purpose	Public Utility Installation
Installation Class	Telephone
Installation Location	Buried
Description	<b>(Revised). This text box contains a detailed description of the proposed installation. Its purpose is to assist the reviewers in understanding the project scope, limits, overall construction approach and/or procedures, and other technical characteristics. This section should also include distances to the closest state highway reference markers, e.g., "installation starts 357 ft NW of reference marker 0456 and ends 227 ft SW of reference marker 0458." Any text in this</b>

Done Internet

This window then appears with the basic information and event history of the identified request.



http://impdev.tamu.edu - TxDOT - Request Information - Microsoft Internet Explorer

**marker 0456 and ends 227 ft SW of reference marker 0458." Any text in this section appears on the first page of the installation request document.**

This text box is used to provide additional relevant information, e.g., if this request is part of a large project that involves several requests (in this case, the user would list all installation request numbers: SAT20071120083012, SAT20071120100512, and so on).

Special Comments		
Notice Printout	<a href="#">View Notice (PDF)</a>   <a href="#">View Notice (HTML)</a>	
Approval Form	<a href="#">View Approval Form</a>	
Request Checklist	<a href="#">Show Request Checklist Answers</a>	


**Attachments**

Attachment	Size (KB)	Attachment (pdf)
<a href="#">Sample Microstation file1 revised.dgn</a>	74	

**Location**

Geographic Location District	San Antonio
Maintenance District	San Antonio
Maintenance Section	Bexar Metro
Control Section	052108

Done Internet



Texas Transportation Institute

Transportation Operations Group

65

If we scroll down the window, you can see all the basic information is included on the window.

http://impdev.tamu.edu - TxDOT - Request Information - Microsoft Internet Explorer

Basic Information    Event History

Statistics [Show/Hide]

Event History [Collapse/Expand]

Event 14	Process completed / Nothing (application completed)
When	11/25/2007 11:38:38 AM
By	TTI SATUPO1 (TxDOT, Utility Permit Office) - satupo1
Send to	System Will Notify Applicant (TxDOT, Closed Permit Box) - satcpb1
Comment	Process completed.
Event 13	Submitting as-built certification / Conduct as-built review
When	11/25/2007 11:36:26 AM
By	Cesar Quiroga (UJR Utility Testing Company, San Antonio Office 1) - cquiroga440
Send to	TTI SATUPO1 (TxDOT, Utility Permit Office) - satupo1
Comment	In this example, the user is certifying that the as-built facility matches the approved documentation and, therefore, as-built plans are not necessary. If there had been changes on the ground compared to the approved alignment, the user would need to select the second option and attach as-built files. We constructed this utility installation according to the description, construction plans, special provisions, and other related documents, as described in the Notice of Proposed Installation,

Done    Internet

Let's click the "Event History" button to view the events involved in the permitting process.

http://impdev.tamu.edu - TxDOT - Request Information - Microsoft Internet Explorer

Basic Information    Event History

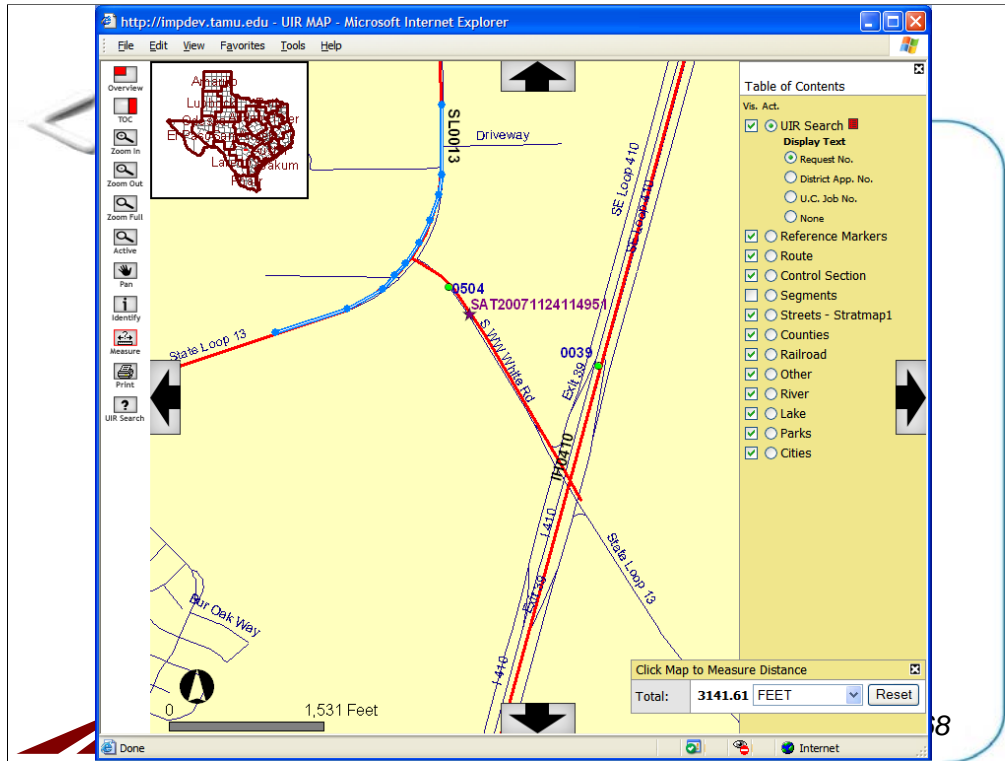
Statistics [Show/Hide]

Event History [Collapse/Expand]

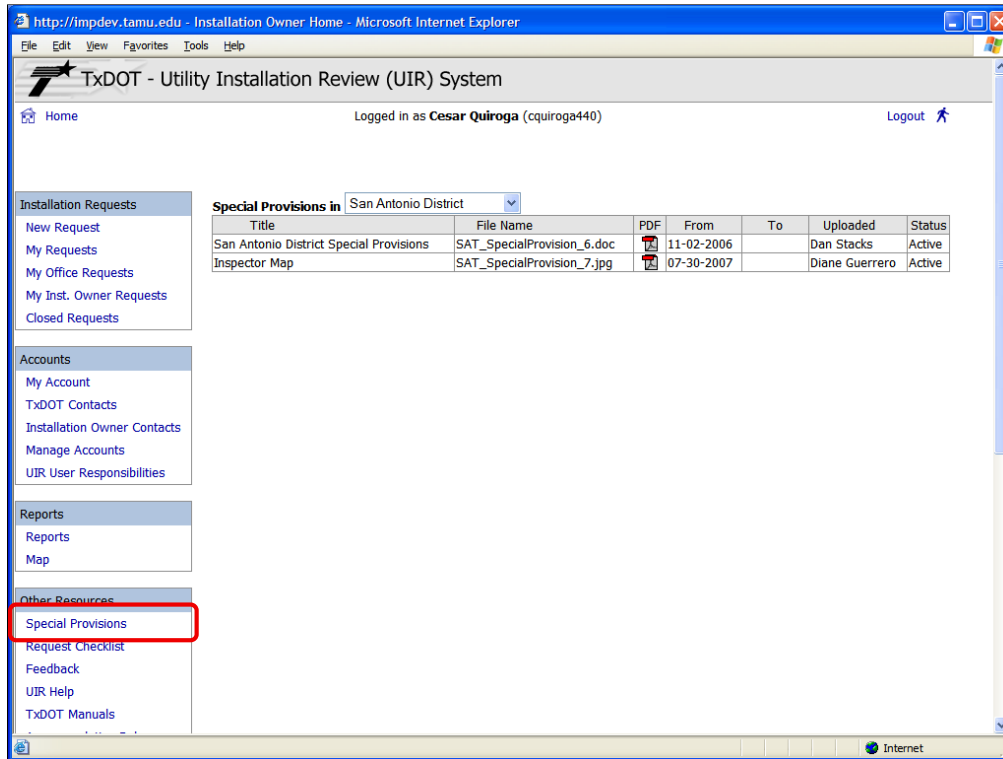
Status	Events	By	Office Name	Date
Completed	14. Process completed	TTI SATUPO1	TxDOT, Utility Permit Office	11-25-2007
Post-construction	13. Submitting as-built certification	Cesar Quiroga	UJR Utility Testing Company, San Antonio Office 1	11-25-2007
Post-construction	12. Construction completed	TTI SATUPO1	TxDOT, Utility Permit Office	11-25-2007
Post-construction	11. Construction completed	TTI SATMS1	TxDOT, Bexar Metro Maintenance Section	11-25-2007
Construction	10. Ready to start construction	Cesar Quiroga	UJR Utility Testing Company, San Antonio Office 1	11-25-2007
Pre-construction	9. Request approved	TTI SATUPA1	TxDOT, District Maintenance Office	11-25-2007
Under review	8. Review completed	TTI SATUPO1	TxDOT, Utility Permit Office	11-25-2007
Under review	7. Review completed	TTI SATAO1	TxDOT, Bexar Metro Area Office	11-25-2007
Under review	6. Review completed	TTI SATMS1	TxDOT, Bexar Metro Maintenance Section	11-25-2007
Under review	5. Review completed	TTI SATAO1	TxDOT, Bexar Metro Area Office	11-25-2007

Done    Internet

You can also display a collapsed event history table, as shown on this screen.



Another useful tool on the map is the “Measure” tool. With this tool activated, a user can measure the distances between consecutive points on the map, as shown on this window. Note that the point tool can only measure the straight-line distances between points. However, to measure a curved distance, you can trace the curve with short consecutive lines, as demonstrated on the screen.



In the “Other Resources” menu, there are several links that provide useful information related to utility installation permitting. These links include:

1. Special Provisions,
2. Request Checklist,
3. Feedback,
4. UIR Help,
5. TxDOT Manuals,
6. Accommodation Rules,
7. TxDOT Standard Specifications,
8. Texas Manual on Uniform Traffic Control Devices,
9. TxDOT Traffic Engineering Standard Plan Sheets,
10. Utility Listings,
11. ROW Maps, and
12. Survey Control Points.

Click “Special Provisions” to display a list of special provisions that routinely apply at the “home” TxDOT district. Select a different district to view the list of special provisions that pertain to that district.

http://impdev.tamu.edu - TxDOT - Installation Request - Microsoft Internet Explorer

File Edit View Favorites Tools Help

**TxDOT - Utility Installation Review (UIR) System**

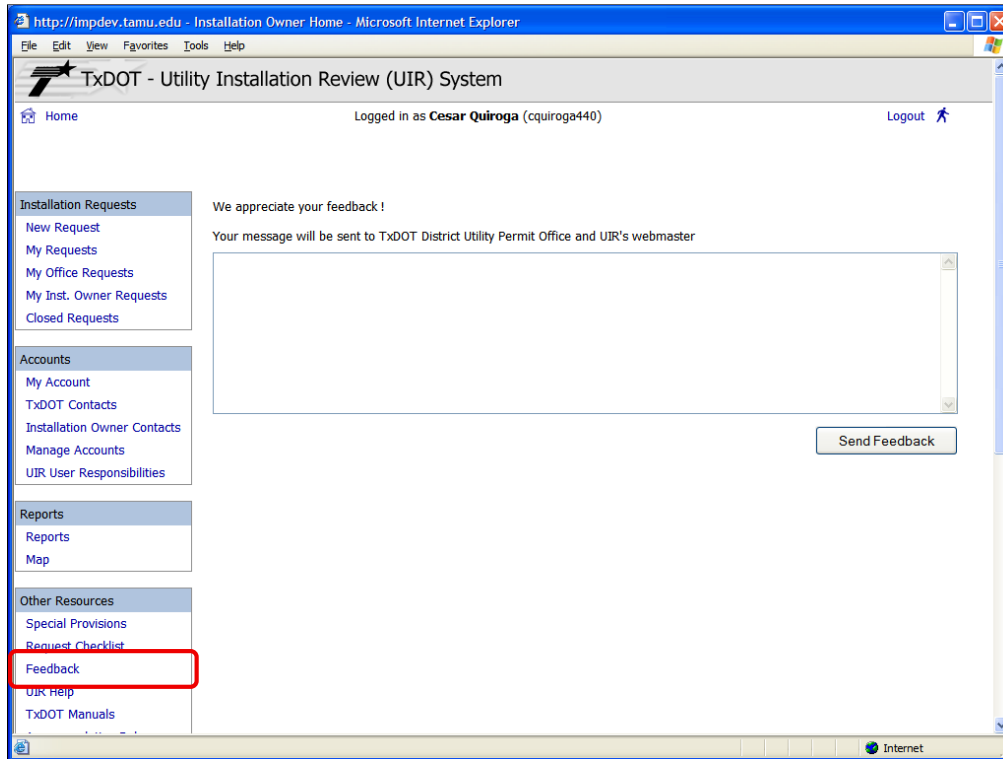
Home Logged in as **Cesar Quiroga** (cquiroga440) Logout

Request checklist in **San Antonio District**

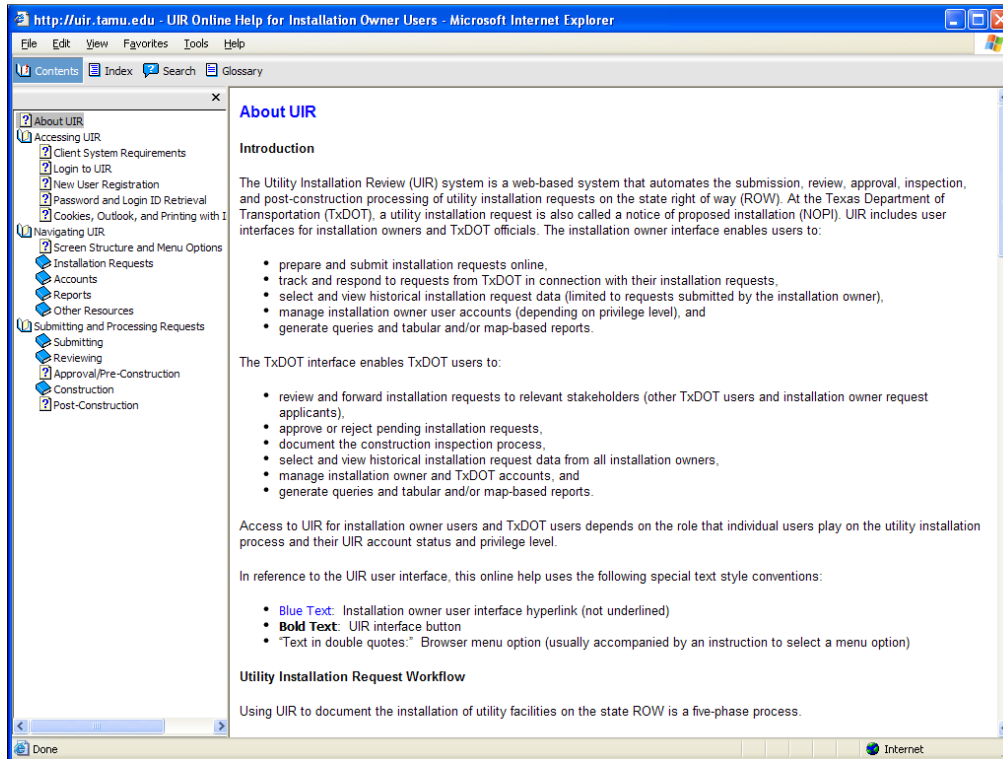
ID	Order	Question	From	To	Status
1	1	Is the location and identification (highway number) of the TxDOT highway clearly indicated on the plans?	09-13-2005		Active
2	2	Are the utility plans legible, drawn to scale, and accurately dimensioned?	09-13-2005		Active
3	3	Is the location of the proposed utility line clearly shown on the plans?	09-13-2005		Active
4	4	Are other existing utility lines in the vicinity shown on the plans?	09-13-2005		Active
5	5	Are the right of way line and edge of highway pavement clearly shown on plans?	09-13-2005		Active
6	6	For lines to be installed parallel to the highway, is the distance from the right of way line and from the edge of highway pavement clearly shown?	09-13-2005		Active
7	7	For installations parallel to the highway, does the installation alignment change? Alignment changes need to be justified and reasonable.	09-13-2005		Active
10	8	Are appropriate temporary erosion control devices (e.g., rock berms, silt fences) shown where the line will be across/along a creek, drainage way, steep slope, within the Edwards Aquifer Recharge Zone, or in other critical areas?	09-13-2005		Active
11	9	For aerial installations, do the plans clearly show and differentiate between existing poles and new poles?	09-13-2005		Active
8	10	For highway crossings, is the location of the crossing clearly shown on the plans? The crossing should be as close to 90 degrees as practical.	09-13-2005		Active
9	11	For lines crossing the highway, crossing intersecting streets/county roads, or passing through the protected root area of desirable trees, is it clearly shown that the line will be installed by boring? In addition, casing should be shown under highways and paved city street/county road intersections.	09-13-2005		Active

Navigation menu (left):  
 Installation Requests  
 New Request  
 My Requests  
 My Office Requests  
 My Inst. Owner Requests  
 Closed Requests  
 Accounts  
 My Account  
 TxDOT Contacts  
 Installation Owner Contacts  
 Manage Accounts  
 UIR User Responsibilities  
 Reports  
 Reports  
 Map  
 Other Resources  
 Special Provisions  
 Request Checklist (highlighted)  
 Feedback  
 UIR Help  
 TxDOT Manuals

Clicking the “Request Checklist” link shows the checklist questions that need to be answered before submitting a utility installation request. This screenshot shows the checklist questions used in the San Antonio District. To view the questions for other districts, select corresponding districts in the drop-down list at the top of the page.



Clicking the “Feedback” link (under the “Other Resources” menu) opens a page that enables the user to provide feedback to the “home” TxDOT district utility permit office and the UIR webmaster.

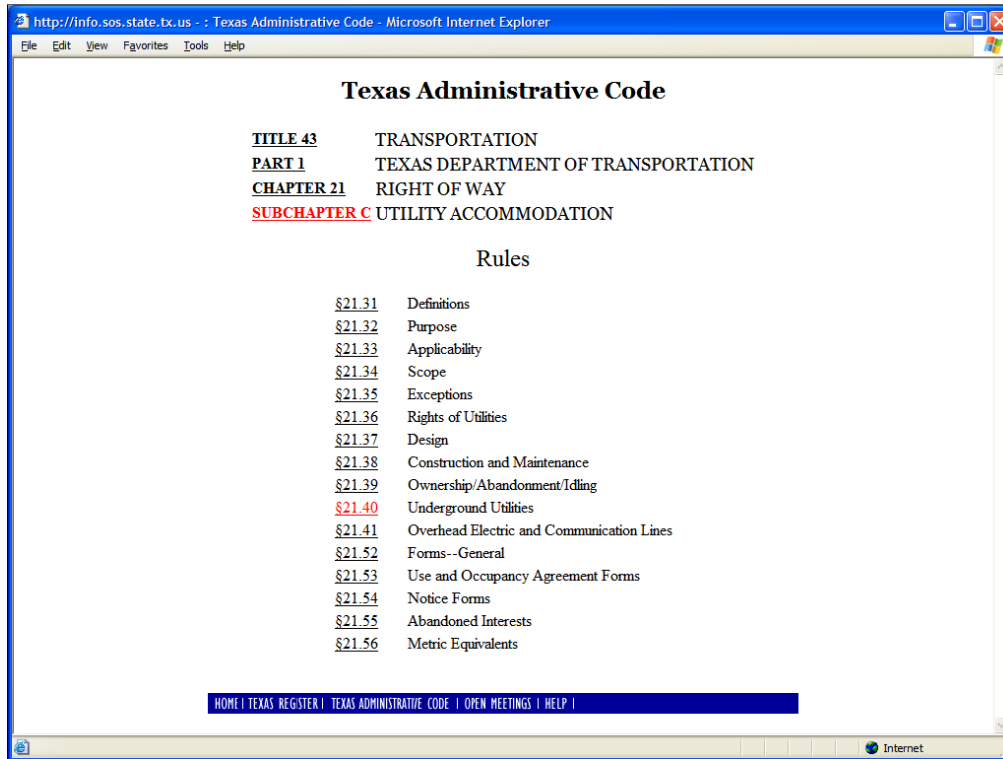


Clicking the “UIR Help” link (under the “Other Resources” menu) opens the online UIR help system.

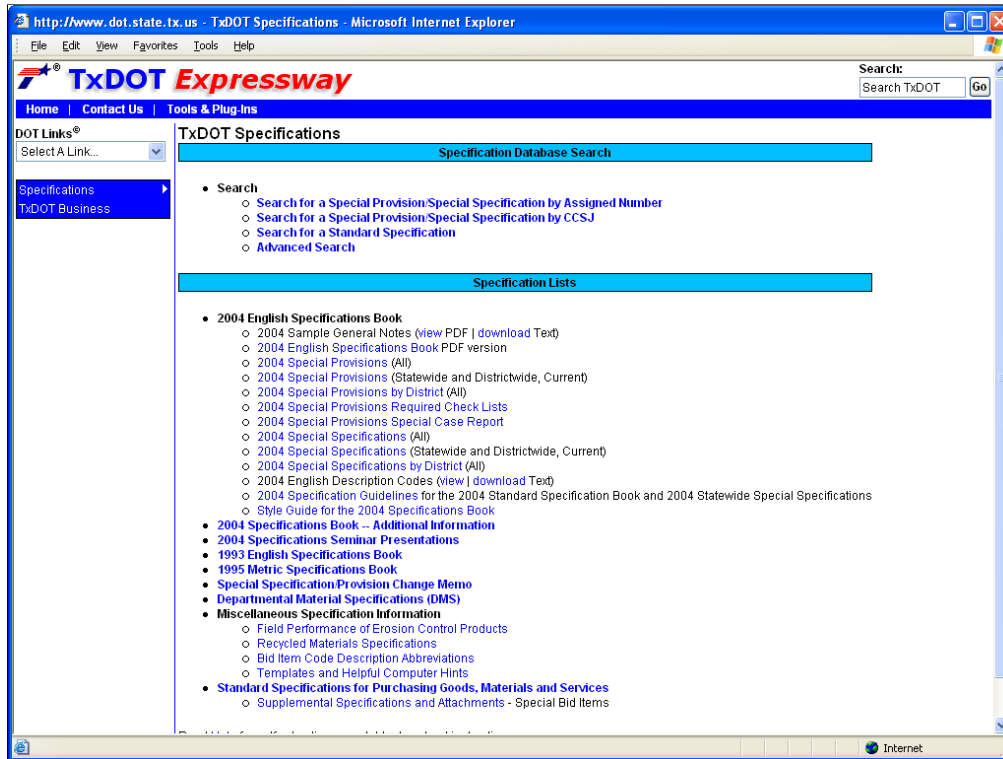




Clicking the “TxDOT Manuals” link (under the “Other Resources” menu) displays the web page where TxDOT manuals are listed.



Clicking the “Utility Accommodation Rules” link (under the “Other Resources” menu) displays the Utility Accommodation Rules.



Clicking the “TxDOT Standard Specifications” link (under the “Other Resources” menu) opens a page with links to TxDOT construction specifications.

http://www.dot.state.tx.us - Traffic Operations Publications - Microsoft Internet Explorer

File Edit View Favorites Tools Help

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**TEXAS DEPARTMENT OF TRANSPORTATION**

About Us | Careers | Local Information | News | Programs | Services Search Search TxDOT

Home >> Publications >> Traffic Operations Publications

### Traffic Operations Publications

- 2007 Standard Highway Sign Designs for Texas (SHSD)
- 2006 Texas Manual on Uniform Traffic Control Devices
- 2003 Texas Manual on Uniform Traffic Control Devices

Date	Title	Format		
		PDF	Word	Other
10/07	Compliant Work Zone Traffic Control Devices			
08/07	Fabrication Drawings for the Texas Triangular Slip Base and Wedge Anchor System			
07/05	List of Non-Radioactive Hazardous Materials (NRHM) Routes			
	Non-Radioactive Hazardous Materials (NRHM) Route Maps			
	Traffic Engineering Standard Plan Sheets (Metric and English)			<a href="#">HTML</a>
06/06	Speed Limit Brochure			
07/06	Traffic Signals Brochure			
07/06	Work Zones Brochure			
11/06	Procedures for Establishing Speed Zones			
11/05	Traffic Safety Program Manual			
11/03	Highway Illumination Manual			
08/04	Pavement Markings Handbook			
02/00	Railroad Operations Volume			
12/05	Highway Safety Improvement Program Manual			
12/99	Traffic Signals Manual			
12/05	Request for Proposals for Fiscal Year 2007			

**Publications**

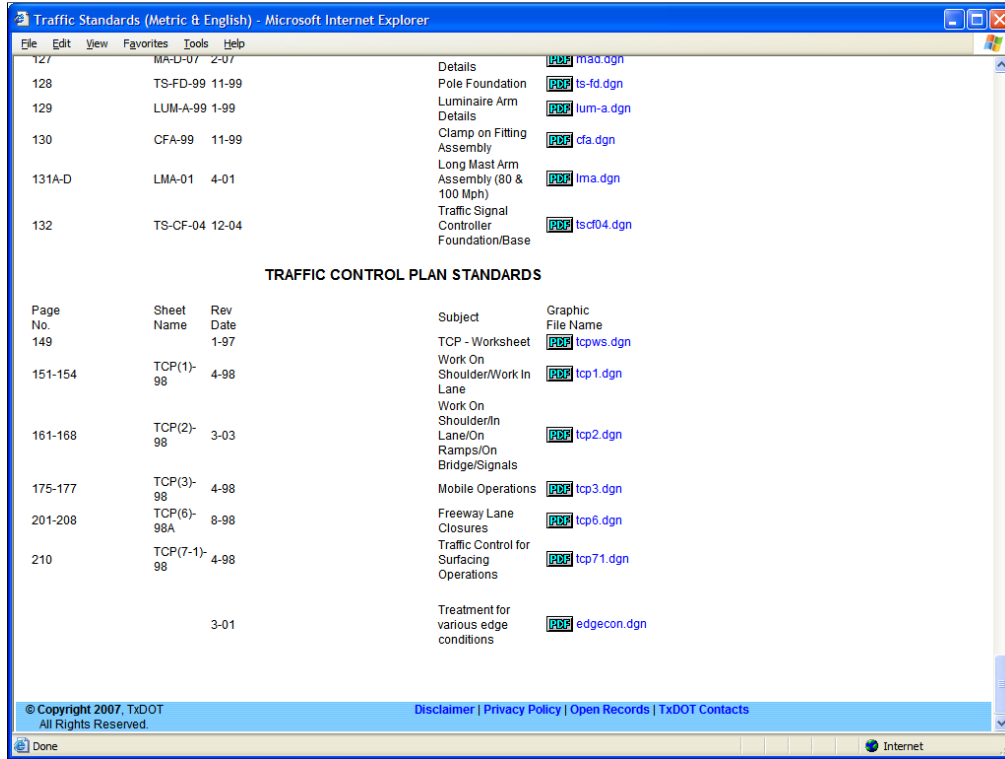
- Overview
- Aviation
- Bridge
- Business Opportunity Programs
- Civil Rights
- Construction
- Design
- General Services
- Government & Public Affairs
- Information Systems
- International Relations
- Maintenance
- Motor Carrier
- Motor Vehicle
- Public Transportation
- Research & Technology Implementation
- Right of Way
- Texas Turnpike Authority
- Traffic Operations
- Transportation Planning & Programming
- Travel
- Vehicle Titles & Registration

[Citizen](#)  
[Business](#)  
[Government](#)  
[Travel](#)  
[FAQs](#)  
[E-Mail Page](#)  
[Printer-Friendly](#)  
[Enlarge Font](#)  
[Reduce Font](#)  
[Tools & Plug-Ins](#)

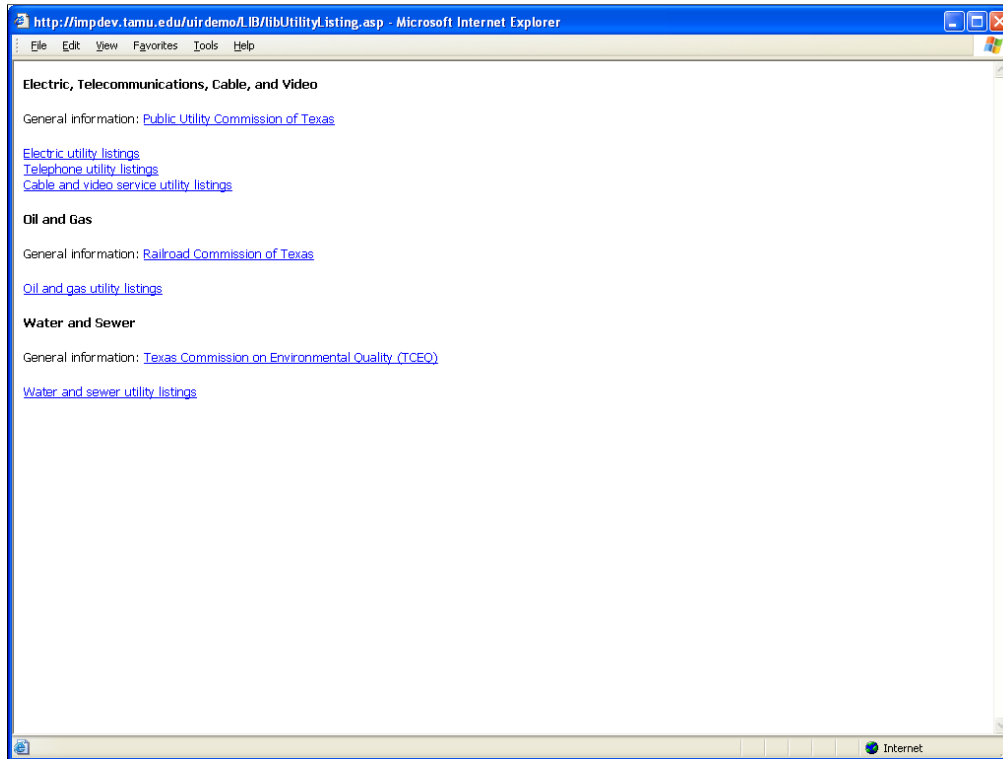
http://www.dot.state.tx.us/publications/traffic.htm#03 mutcd

Internet

Clicking the “TxDOT Manual on Uniform Traffic Control Devices” link (under the “Other Resources” menu) opens a page with links to the Texas Manual on Uniform Traffic Control Devices.



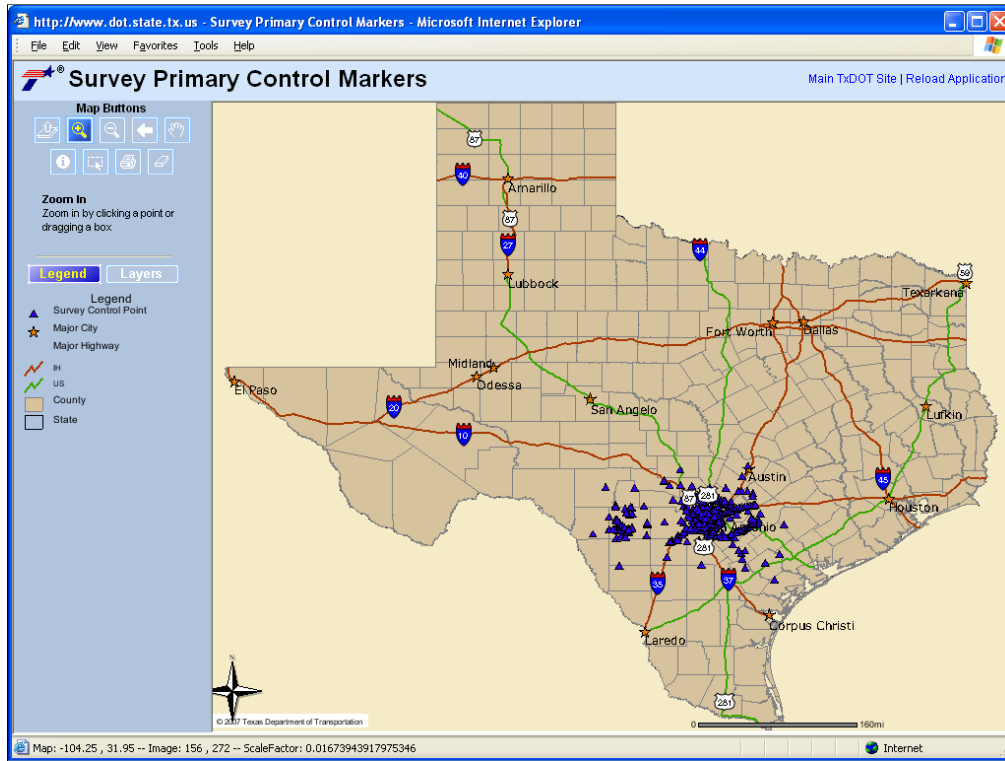
Clicking the “TxDOT Traffic Engineering Standard Plan Sheets” link (under the “Other Resources” menu) opens a page with links to standard traffic control plan sheets at TxDOT.



Clicking the “Utility Listing” link (under the “Other Resources” menu) opens a page with links to lists of existing utility companies in Texas.



Clicking the “ROW Maps” link (under the “Other Resources” menu) opens a page that loads the TxDOT ROW Maps application.

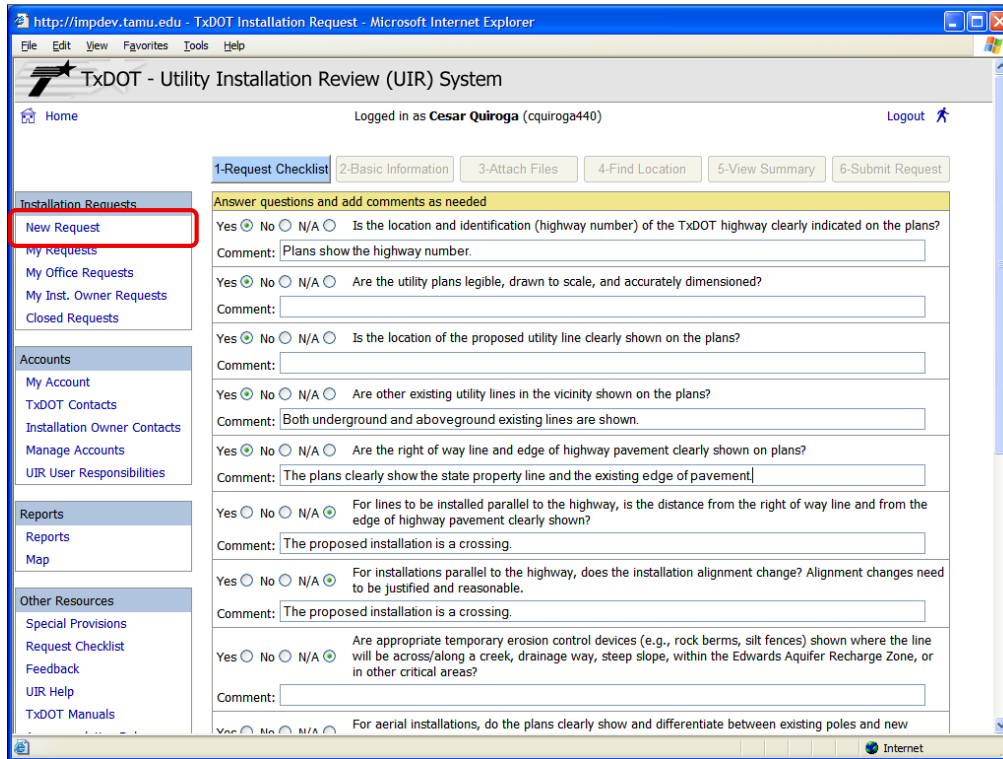




# Utility Company User Interface

- Accessing UIR
- Navigating UIR
- Submitting and processing requests
  - ✓ Submitting
  - ✓ Reviewing
  - ✓ Approval/pre-construction
  - ✓ Construction
  - ✓ Post-construction

The sample slides follow the same structure as the UIR user manual.



Let's go through the steps needed for creating and submitting a new utility installation request. To create a new request, you have to complete six steps.

The first step in creating a new request is the Request Checklist. The checklist includes a number of questions that allow utility companies to know what the district is looking for in order to approve an installation request.

For each question, select the appropriate answer (Yes, No, N/A) and provide comments as needed to clarify the answer.

http://impdev.tamu.edu - TxDOT Installation Request - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Accounts

- My Account
- TxDOT Contacts
- Installation Owner Contacts
- Manage Accounts
- UIR User Responsibilities

Reports

- Reports
- Map

Other Resources

- Special Provisions
- Request Checklist
- Feedback
- UIR Help
- TxDOT Manuals
- Accommodation Rules
- TxDOT Standard Specifications
- Texas Manual on Uniform Traffic Control Devices
- TxDOT Traffic Engineering Standard Plan Sheets
- Utility Listings
- ROW Maps
- Survey Control Points

● = Notification (Expedited)  
 🚧 = Emergency

At current location:

Comment:

Yes  No  N/A  Are other existing utility lines in the vicinity shown on the plans?  
 Comment:  Both underground and aboveground existing lines are shown.

Yes  No  N/A  Are the right of way line and edge of highway pavement clearly shown on plans?  
 Comment:  The plans clearly show the state property line and the existing edge of pavement.

Yes  No  N/A  For lines to be installed parallel to the highway, is the distance from the right of way line and from the edge of highway pavement clearly shown?  
 Comment:  The proposed installation is a crossing.

Yes  No  N/A  For installations parallel to the highway, does the installation alignment change? Alignment changes need to be justified and reasonable.  
 Comment:  The proposed installation is a crossing.

Yes  No  N/A  Are appropriate temporary erosion control devices (e.g., rock berms, silt fences) shown where the line will be across/along a creek, drainage way, steep slope, within the Edwards Aquifer Recharge Zone, or in other critical areas?  
 Comment:  Do not apply

Yes  No  N/A  For aerial installations, do the plans clearly show and differentiate between existing poles and new poles?  
 Comment:

Yes  No  N/A  For highway crossings, is the location of the crossing clearly shown on the plans? The crossing should be as close to 90 degrees as practical.  
 Comment:

Yes  No  N/A  For lines crossing the highway, crossing intersecting streets/county roads, or passing through the protected root area of desirable trees, is it clearly shown that the line will be installed by boring? In addition, casing should be shown under highways and paved city street/county road intersections.  
 Comment:

Internet

Scroll down to finish all the questions, and then click the “Save and Continue” button to go to the next step.

http://impdev.tamu.edu - Installation Owner-Basic Information - Microsoft Internet Explorer

File Edit View Favorites Tools Help

**TxDOT - Utility Installation Review (UIR) System**

Home Logged in as **Cesar Quiroga** (cquiroga440) Logout

1-Request Checklist 2-Basic Information 3-Attach Files 4-Find Location 5-View Summary 6-Submit Request

**Installation Requests**

**New Request**

My Requests  
My Office Requests  
My Inst. Owner Requests  
Closed Requests

**Accounts**

My Account  
TxDOT Contacts  
Installation Owner Contacts  
Manage Accounts  
UIR User Responsibilities

**Reports**

Reports  
Map

**Other Resources**

Special Provisions  
Request Checklist  
Feedback  
UIR Help  
TxDOT Manuals

**Provide basic information**

Installation Request No. **SAT20071124114951**

Applicant Name Cesar Quiroga

Installation Owner Name UIR Utility Testing Company

Installation Office Name San Antonio Office 1

TxDOT District San Antonio District

Installation Owner Job No. UTC 2007-01 Only letters, numbers and hyphen are allowed

Request Type Regular Installation Request [Click here for definitions](#)

Proposed Construction Schedule [Tentative] **Beginning:** December 3 2007 **Finishing:** December 7 2007

Installation Purpose Public Utility Installation [Click here for definitions](#)

Installation Class Telephone

Installation Location  Aerial  Buried  Aerial and Buried

Description

This text box contains a detailed description of the proposed installation. Its purpose is to assist the reviewers in understanding the project scope, limits, overall construction approach and/or procedures, and other technical characteristics. This section should also include distances to the closest state highway reference markers, e.g., "installation starts 357 ft NW of reference marker 0456 and ends 227 ft SW of reference marker 0458." Any text in this section appears on the first page of the installation request document.

Special Comments [Optional]

This text box is used to provide additional relevant information, e.g., if this request is part of a large project that involves several requests (in this case, the user would list all installation request numbers: SAT20071120083012, SAT20071120100512, and so on).

Internet

The next step in creating a new request is to enter basic information about the utility installation, such as general location, proposed beginning and ending dates, approval type, emergency type, utility category and location, and description of the proposed utility installation.

http://impdev.tamu.edu - Installation Owner-Basic Information - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Home Logged in as **Cesar Quiroga** (cquiroga440) Logout

1-Request Checklist 2-Basic Information 3-Attach Files 4-Find Location 5-View Summary 6-Submit Request

**Installation Requests**

New Request

My Requests

My Office Requests

My Inst. Owner Requests

Closed Requests

**Accounts**

My Account

TxDOT Contacts

Installation Owner Contacts

Manage Accounts

UIR User Responsibilities

**Reports**

Reports

Map

**Other Resources**

Special Provisions

Request Checklist

Feedback

UIR Help

TxDOT Manuals

Accommodation Rules

TxDOT Standard Specifications

**Provide basic information**

Installation Request No. **SAT20071124114951**

Applicant Name Cesar Quiroga

Installation Owner Name UIR Utility Testing Company

Installation Office Name San Antonio Office 1

TxDOT District San Antonio District

Installation Owner Job No. UTC 2007-01 Only letters, numbers and hyphen are allowed

Request Type Regular Installation Request [Click here for definitions](#)

Proposed Construction Schedule [Tentative] **Beginning:** December 3 2007 **Finishing:** December 7 2007

Installation Purpose Public Utility Installation [Click here for definitions](#)

Installation Class Telephone

Installation Location  Aerial  Buried  Aerial and Buried

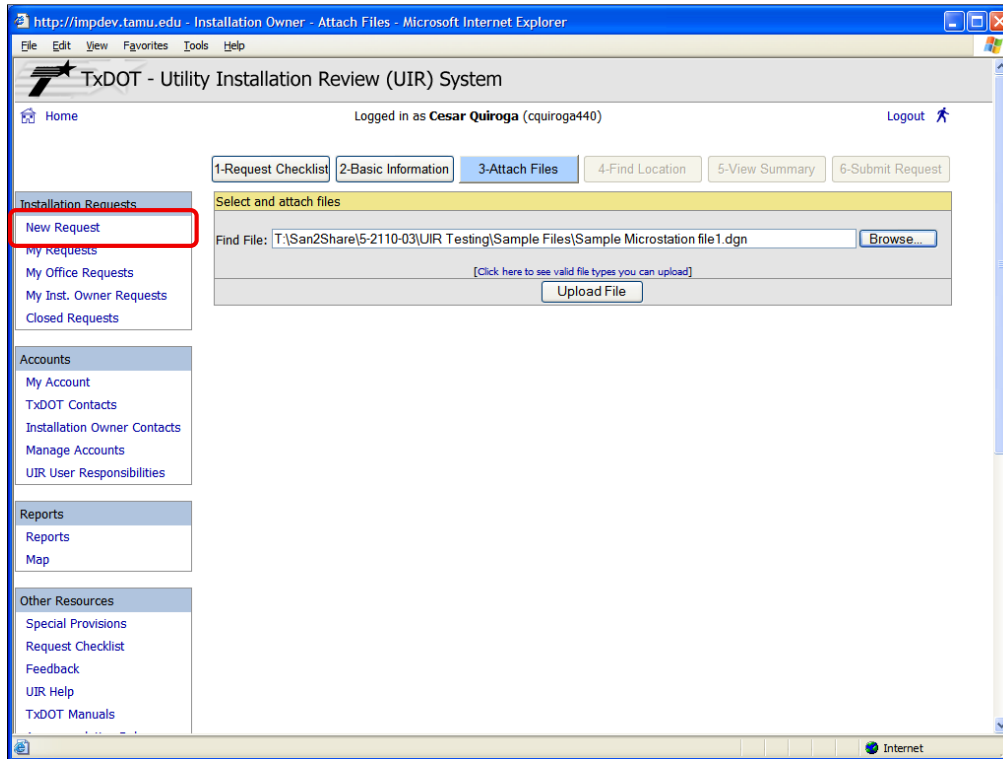
Description This text box contains a detailed description of the proposed installation. Its purpose is to assist the reviewers in understanding the project scope, limits, overall construction approach and/or procedures, and other technical characteristics. This section should also include distances to the closest state highway reference markers, e.g., "installation starts 357 ft NW of reference marker 0456 and ends 227 ft SW of reference marker 0458." Any text in this section appears on the first page of the installation request document.

Special Comments [Optional] This text box is used to provide additional relevant information, e.g., if this request is part of a large project that involves several requests (in this case, the user would list all installation request numbers: SAT20071120083012, SAT20071120100512, and so on).

Save and Continue

Internet

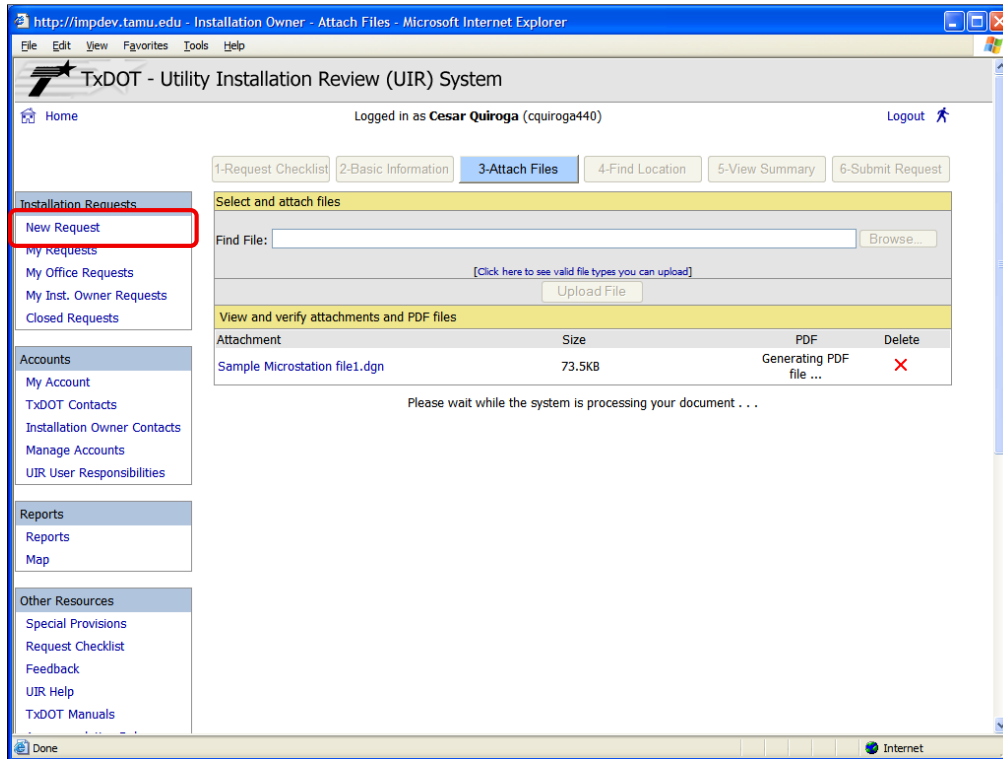
After completing the form, click the "Save and Continue" button.



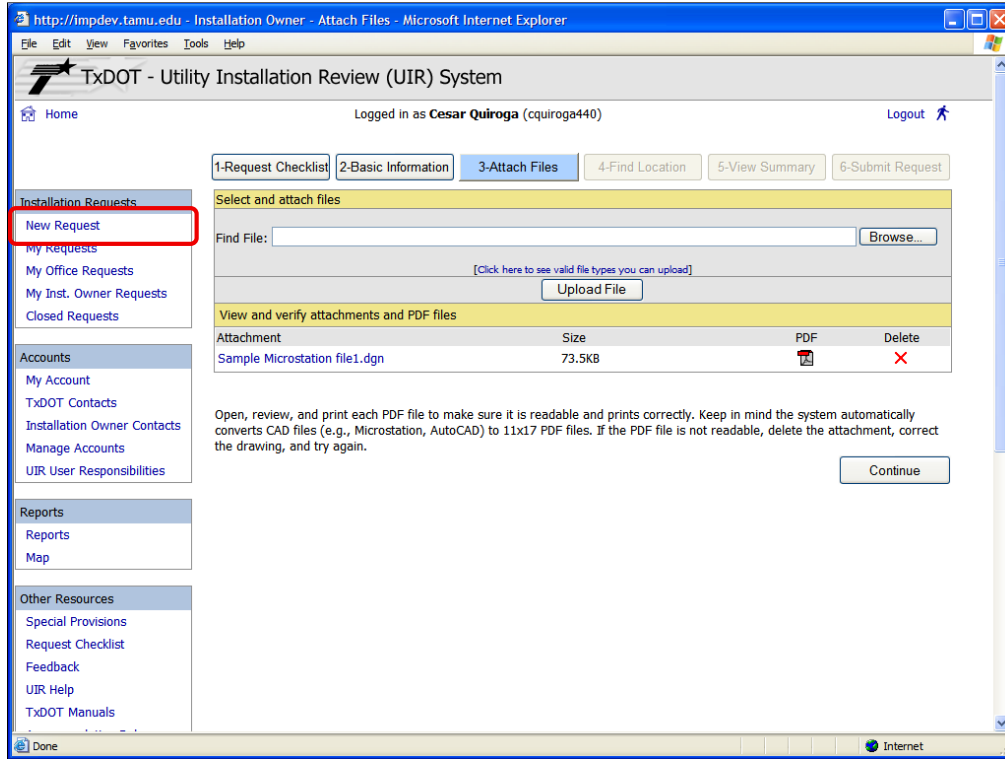
The third step in creating a new request is to attach files necessary for the proposed utility installation request.

UIR requires the attachment of at least one file. The maximum number of files is five. The maximum file size is 5 megabytes. The application allows uploading files in many formats, such as MicroStation .dgn, AutoCAD .dwg and .dxf, Microsoft Word®, several image formats, and text files. Click the link above the “Upload File” button to see valid file types you can upload.

To upload a file, click the “Browse” button, select a file, and then click the “Upload File” button.



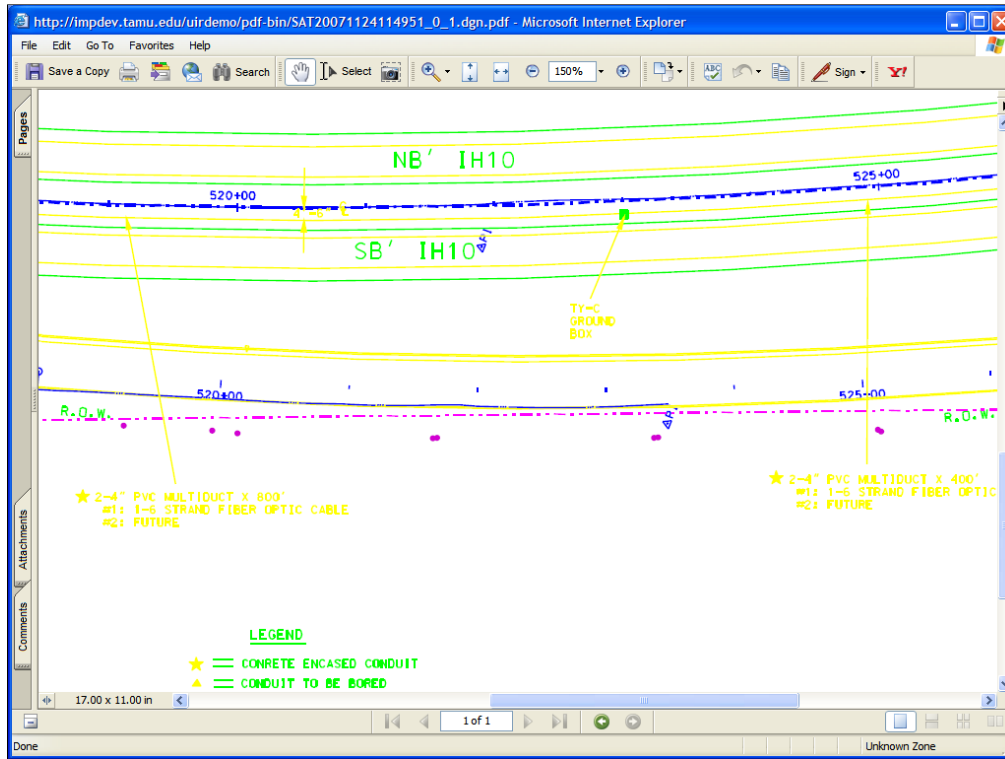
The system uploads the file, and then it converts the uploaded file to PDF format.



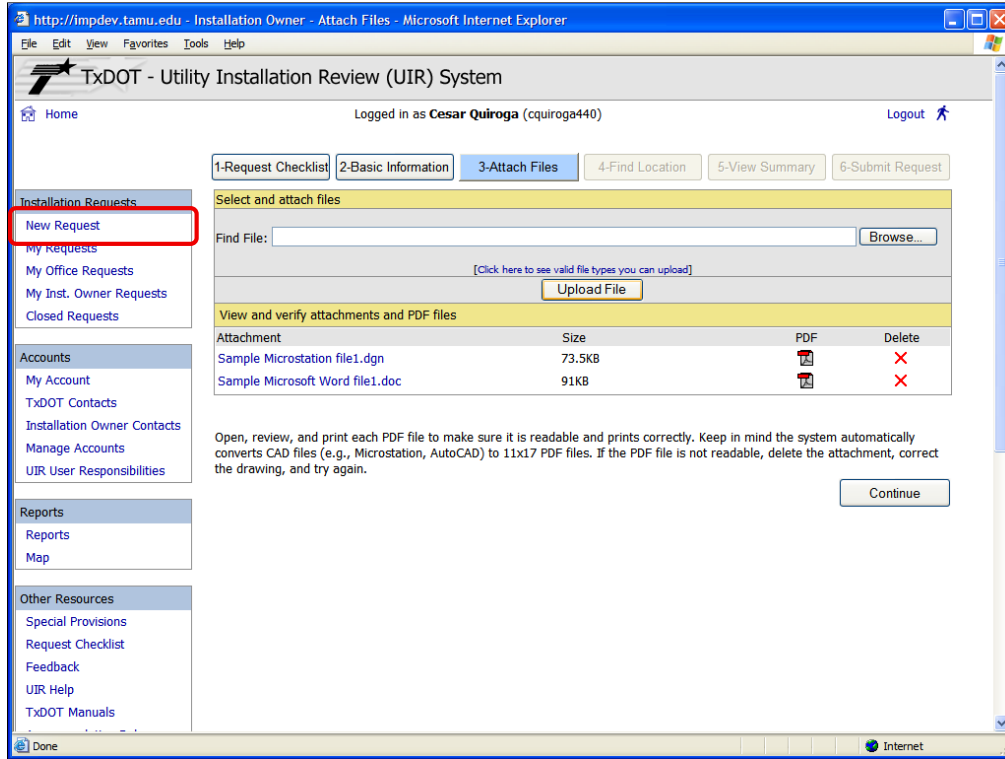
When the file is converted to PDF format, a PDF icon following the file name appears. Click on the PDF icon to view the generated PDF file.



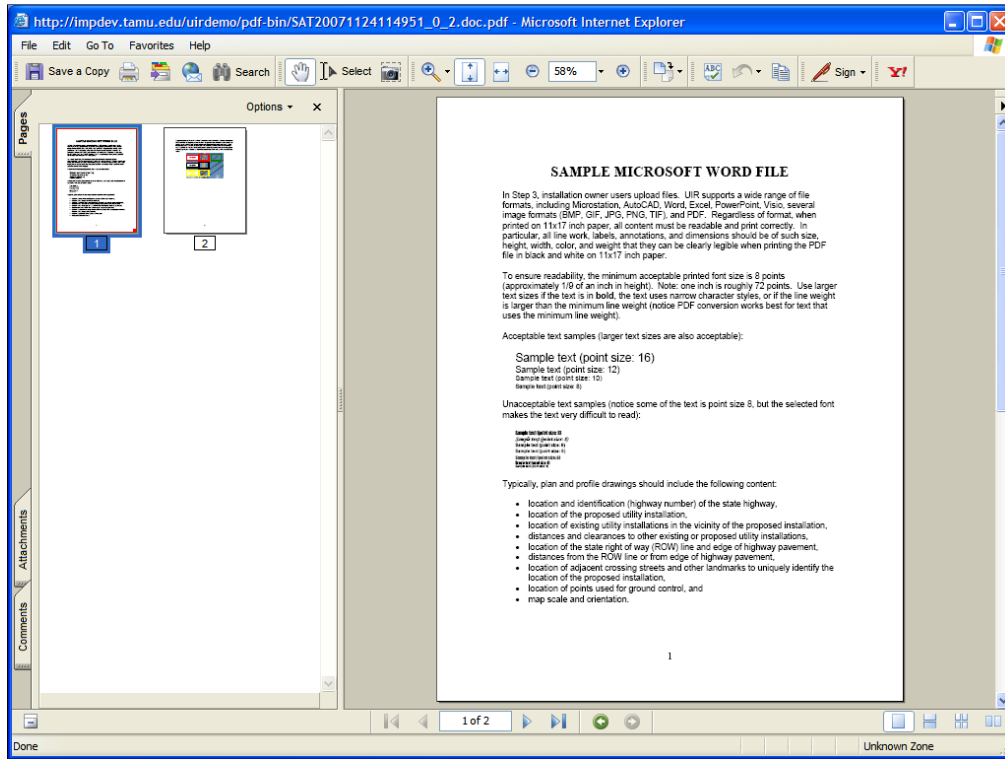




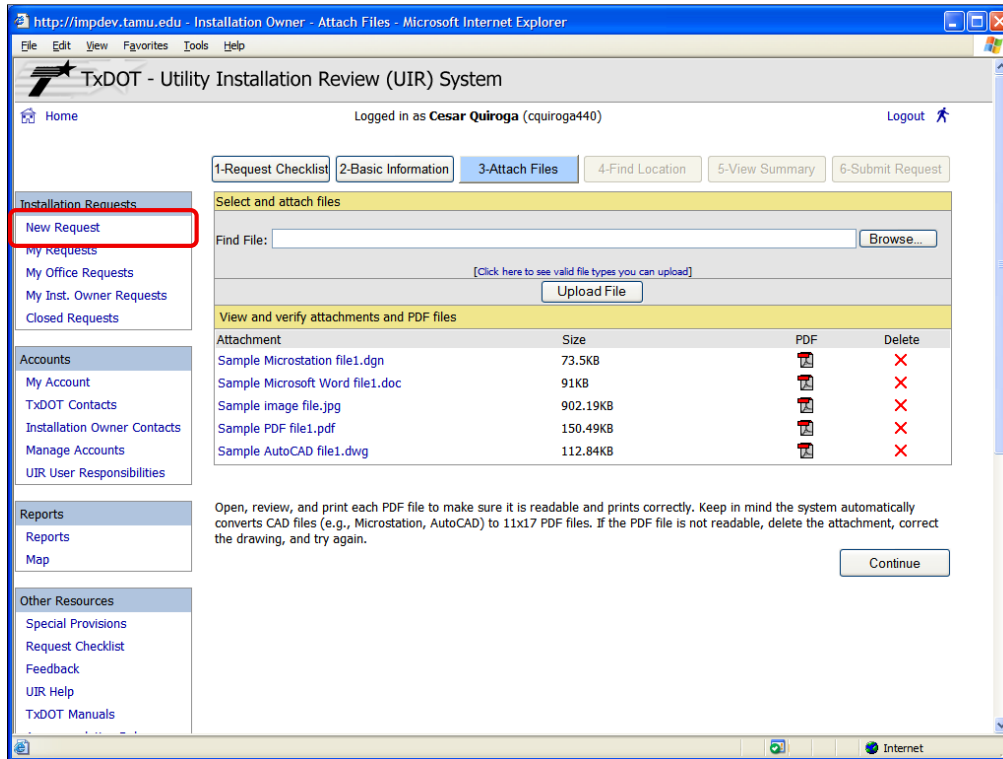
It is highly recommended to zoom in on the window to ensure that important details on the converted file are legible. Also print out a copy of the PDF file to make sure the printout is readable.



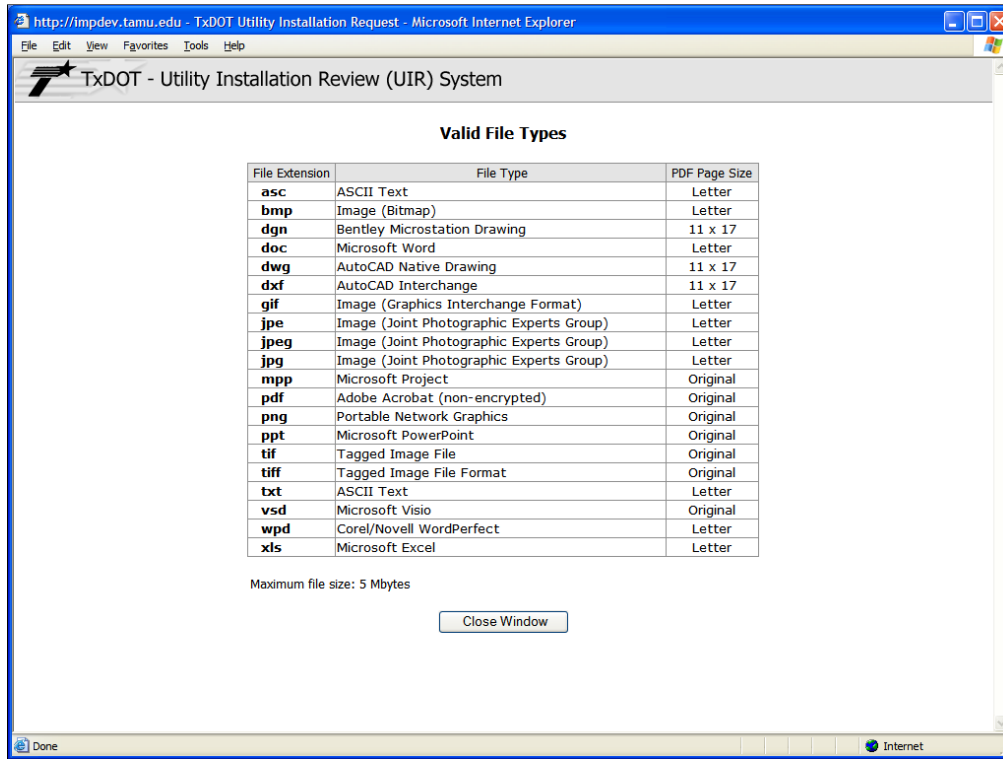
Sample screen with a second file (in Microsoft Word format) uploaded and converted to PDF format.



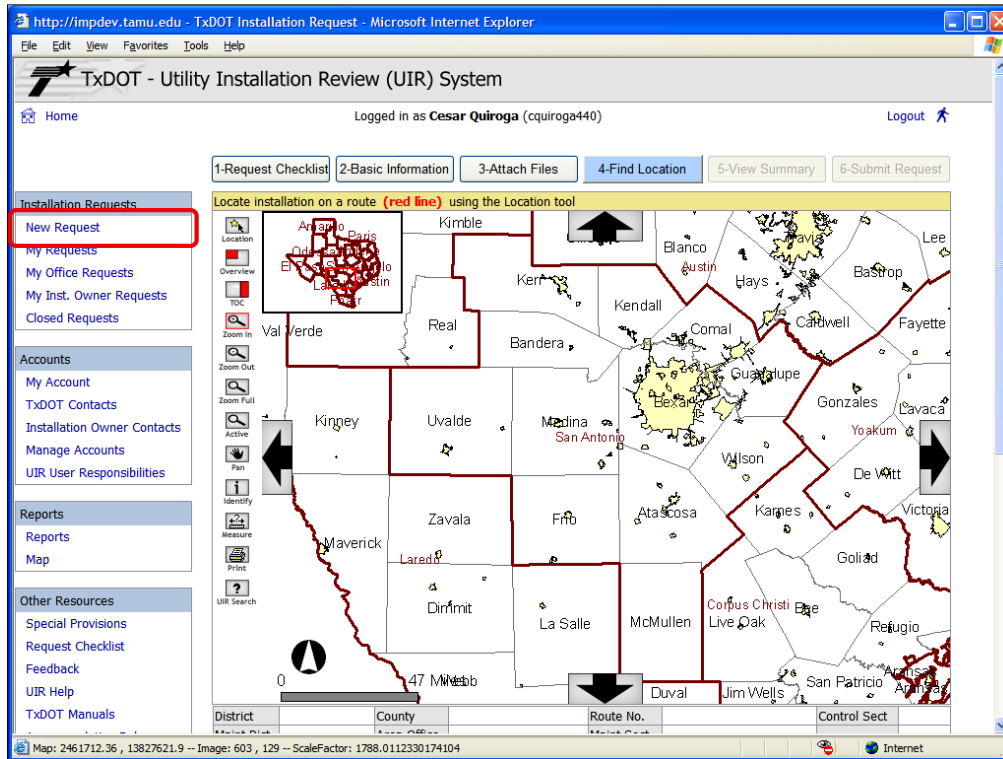
Open the uploaded Word file that has been converted to PDF format, and make sure the file is readable and prints correctly.



The system allows a user to upload up to five files.



This table lists the file formats that are acceptable to the UIR system.



After attaching files, click the “Continue” button to proceed to the fourth step to locate the utility installation on a route map. The location of the installation can be marked on the map using a location tool. However, you will need to zoom in a few times before you will be able to see the route where the utility installation will take place.

http://impdev.tamu.edu - TxDOT Installation Request - Microsoft Internet Explorer

File Edit View Favorites Tools Help

**TxDOT - Utility Installation Review (UIR) System**

Home Logged in as Cesar Quiroga (cquiroga440) Logout

1-Request Checklist 2-Basic Information 3-Attach Files **4-Find Location** 5-View Summary 6-Submit Request

Installation Requests

- New Request**
- My Requests
- My Office Requests
- My Inst. Owner Requests
- Closed Requests

Accounts

- My Account
- TxDOT Contacts
- Installation Owner Contacts
- Manage Accounts
- UIR User Responsibilities

Reports

- Reports
- Map

Other Resources

- Special Provisions
- Request Checklist
- Feedback
- UIR Help
- TxDOT Manuals

Locate installation on a route (red line) using the Location tool

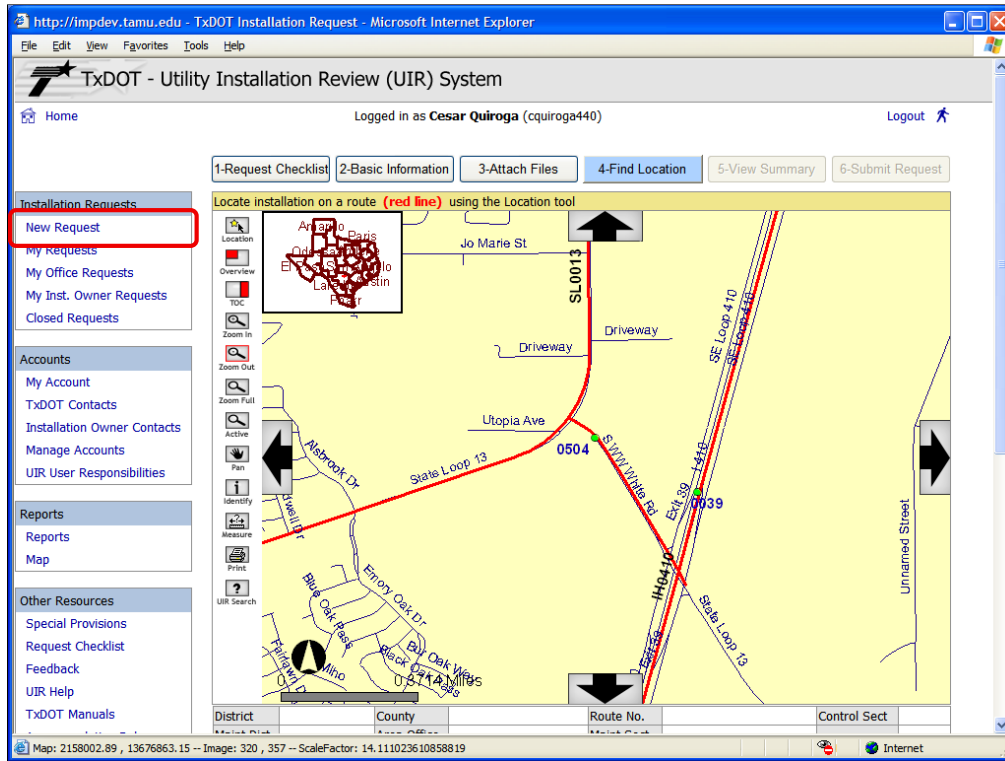
The map displays a network of utility routes in red, with various installation points marked by colored dots and labels. Key locations include Comanche Park, Lakeside Park, Inside Lions Park, Southside Lions Park East, Pecan Valley Golf Course, San Antonio, Pytel Park, Pickett Park, Brooks Air Force Base, Brooks Park, and San Antonio Mission National Historic Parks (Espada Park). Route numbers such as IH0037, SL0013, IH0410, and FM1516 are visible. A sidebar on the left contains navigation tools like 'Location', 'Overview', 'Zoom In', 'Zoom Out', 'Zoom Full', 'Active', 'Pan', 'Identify', 'Measure', 'Print', and 'UIR Search'. At the bottom, there are input fields for 'District', 'County', 'Route No.', and 'Control Sect'.

Map: 2167317.03, 13675025.87 -- Image: 504, 345 -- ScaleFactor: 55.785950470200134

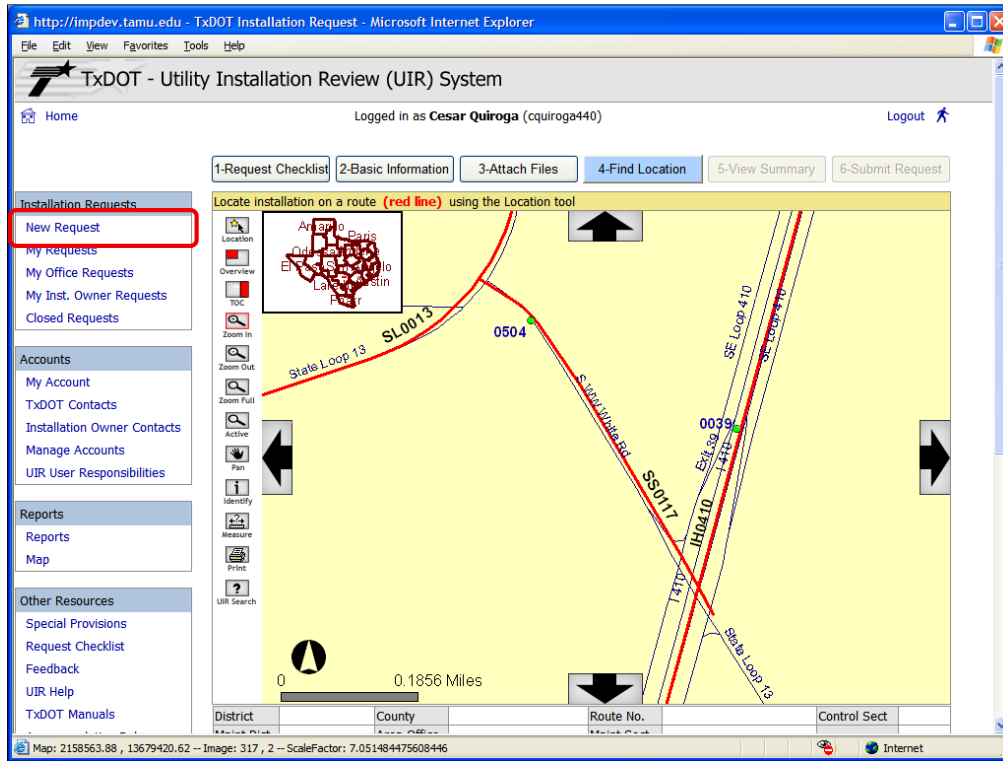
Internet

Let's zoom in more.

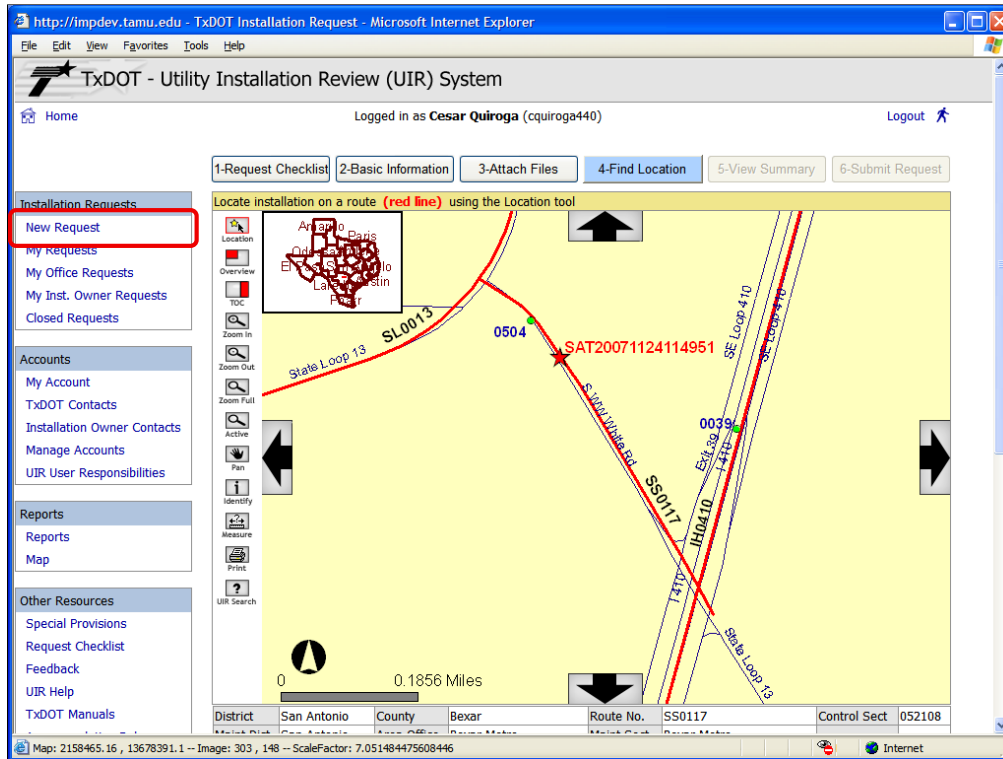




Zoom in further.



Zoom in to the desired level of detail until the utility installation location is clearly shown on the map.



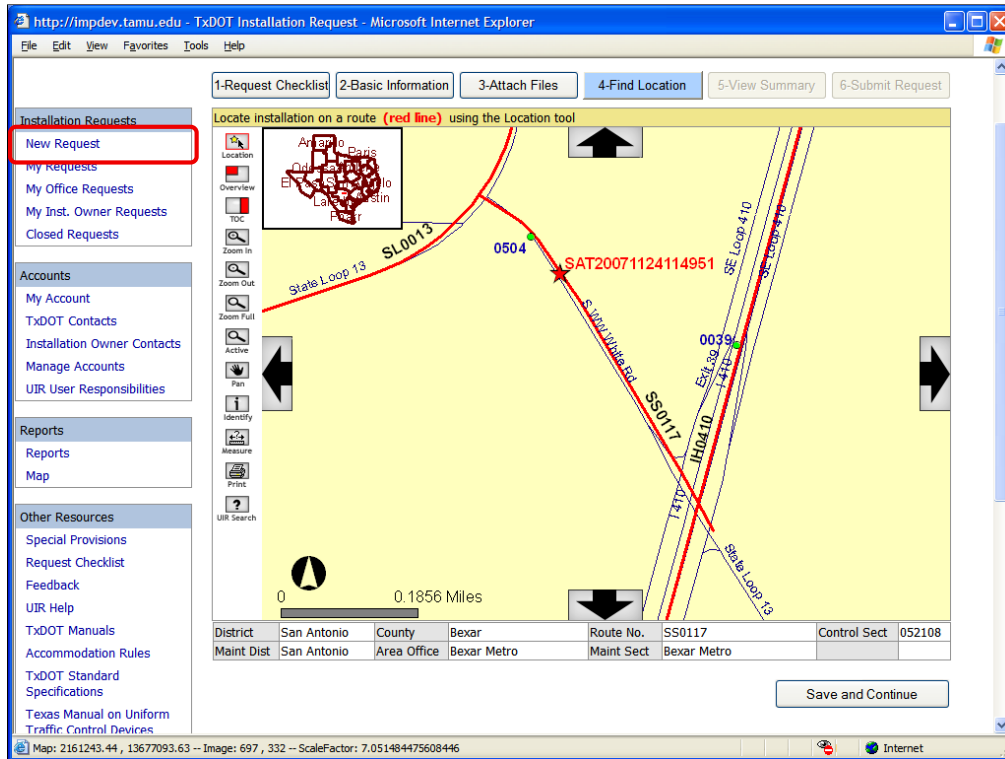
You can now use the “Location” tool to identify the location of your installation request. On the map, identify the utility installation on a route by clicking on that location on the map. You need to click on the map as close as possible to the red line representing the road where the installation will take place.

There are two important things to notice. First, you will see a star marking the location you selected as well as the highlighted request number. Second, the Route No. and County fields are populated automatically based on the selection you made. Note that selecting a location on a route is mandatory.

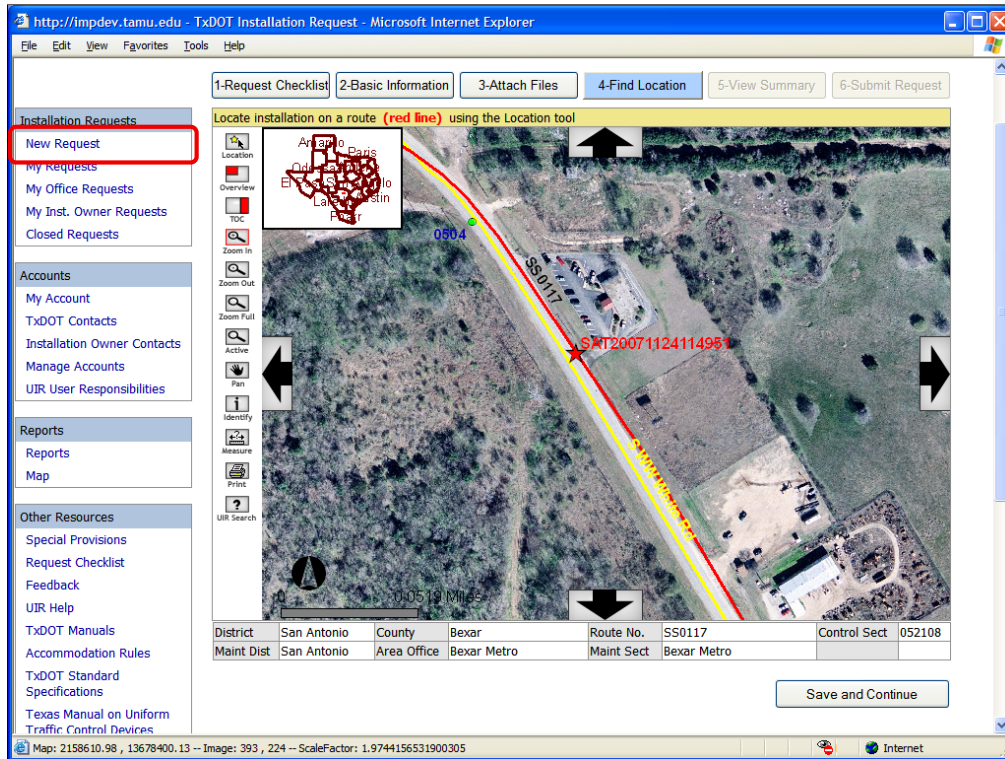
In the current version of UIR, it is only possible to place one red star per installation request. In effect, the red star is a placeholder for the proposed installation.

Note:

- For crossings, place the red star at the location where the proposed crossing intersects the TxDOT route centerline.
- For longitudinal installations, place the red star at one end of the proposed installation and indicate in the description field in Step 2 where the other end is located.



After the proposed installation is correctly located on a route represented by a red line, the “Save and Continue” button becomes available so that you can proceed to the next step.



If you zoom in close enough, it may be possible to see an aerial image (depending on availability) of the site that may help you to better locate the installation. To move to the next step, click the “Save and Continue” button.

http://impdev.tamu.edu - Installation Owner - Application Summary - Microsoft Internet Explorer

File Edit View Favorites Tools Help

**TxDOT - Utility Installation Review (UIR) System**

Home Logged in as **Cesar Quiroga** (cquiroga440) Logout

1-Request Checklist 2-Basic Information 3-Attach Files 4-Find Location **5-View Summary** 6-Submit Request

**Installation Requests**

- New Request**
- My Requests
- My Office Requests
- My Inst. Owner Requests
- Closed Requests

**Accounts**

- My Account
- TxDOT Contacts
- Installation Owner Contacts
- Manage Accounts
- UIR User Responsibilities

**Reports**

- Reports
- Map

**Other Resources**

- Special Provisions
- Request Checklist
- Feedback
- UIR Help
- TxDOT Manuals

**Review installation request information**

**Basic Information**

Installation Request No.	SAT20071124114951	
District Application No.		
Installation Owner Job No.	UTC 2007-01	
Applicant Name	Cesar Quiroga	
Contact Information	c-quiroga@tamu.edu - 210-731-9938	
Installation Owner Name	UIR Utility Testing Company	
Office Name	San Antonio Office 1	
Proposed Construction Schedule	<b>Begin on: 12-03-2007</b>	<b>Finish on: 12-07-2007</b>
Request Type	Regular Installation Request	
Installation Purpose	Public Utility Installation	
Installation Class	Telephone	
Installation Location	Buried	
Description	<p><b>This text box contains a detailed description of the proposed installation. Its purpose is to assist the reviewers in understanding the project scope, limits, overall construction approach and/or procedures, and other technical characteristics. This section should also include distances to the closest state highway reference markers, e.g., "installation starts 357 ft NW of reference marker 0456 and ends 227 ft SW of reference marker 0458." Any text in this section appears on the first page of the installation request document.</b></p>	
Special Comments	<p>This text box is used to provide additional relevant information, e.g., if this request is part of a large project that involves several requests (in this case, the user would list all installation request numbers: SAT20071120083012, SAT20071120100512, and so on).</p>	
Notice Printout	<a href="#">View Notice (HTML)</a>	
Request Checklist	<a href="#">Show Request Checklist Answers</a>	

**Attachments**

Attachment	Size (KB)	Attachment (pdf)

Done Internet

After finding the location, the fifth step in creating a new request is to review and/or edit the information entered in previous steps. All information associated to the request is shown for review at the "View Summary" page.

http://impdev.tamu.edu - Installation Owner - Application Summary - Microsoft Internet Explorer

File Edit View Favorites Tools Help

**TXDOT Contacts**

- Installation Owner Contacts
- Manage Accounts
- UIR User Responsibilities

**Reports**

- Reports
- Map

**Other Resources**

- Special Provisions
- Request Checklist
- Feedback
- UIR Help
- TxDOT Manuals
- Accommodation Rules
- TxDOT Standard Specifications
- Texas Manual on Uniform Traffic Control Devices
- TxDOT Traffic Engineering Standard Plan Sheets
- Utility Listings
- ROW Maps
- Survey Control Points

● = Notification (Expedited)  
 🚚 = Emergency

At current location:  
 a week or less  
 1 - 2 weeks

Installation Purpose	Public Utility Installation	
Installation Class	Telephone	
Installation Location	Buried	
Description	This text box contains a detailed description of the proposed installation. Its purpose is to assist the reviewers in understanding the project scope, limits, overall construction approach and/or procedures, and other technical characteristics. This section should also include distances to the closest state highway reference markers, e.g., "installation starts 357 ft NW of reference marker 0456 and ends 227 ft SW of reference marker 0458." Any text in this section appears on the first page of the installation request document.	
Special Comments	This text box is used to provide additional relevant information, e.g., if this request is part of a large project that involves several requests (in this case, the user would list all installation request numbers: SAT20071120083012, SAT20071120100512, and so on).	
Notice Printout	<a href="#">View Notice (HTML)</a>	
Request Checklist	<a href="#">Show Request Checklist Answers</a>	

**Attachments**

Attachment	Size (KB)	Attachment (pdf)
<a href="#">Sample Microstation file1.dgn</a>	74	
<a href="#">Sample Microsoft Word file1.doc</a>	91	
<a href="#">Sample image file.jpg</a>	902	
<a href="#">Sample PDF file1.pdf</a>	150	
<a href="#">Sample AutoCAD file1.dwg</a>	113	

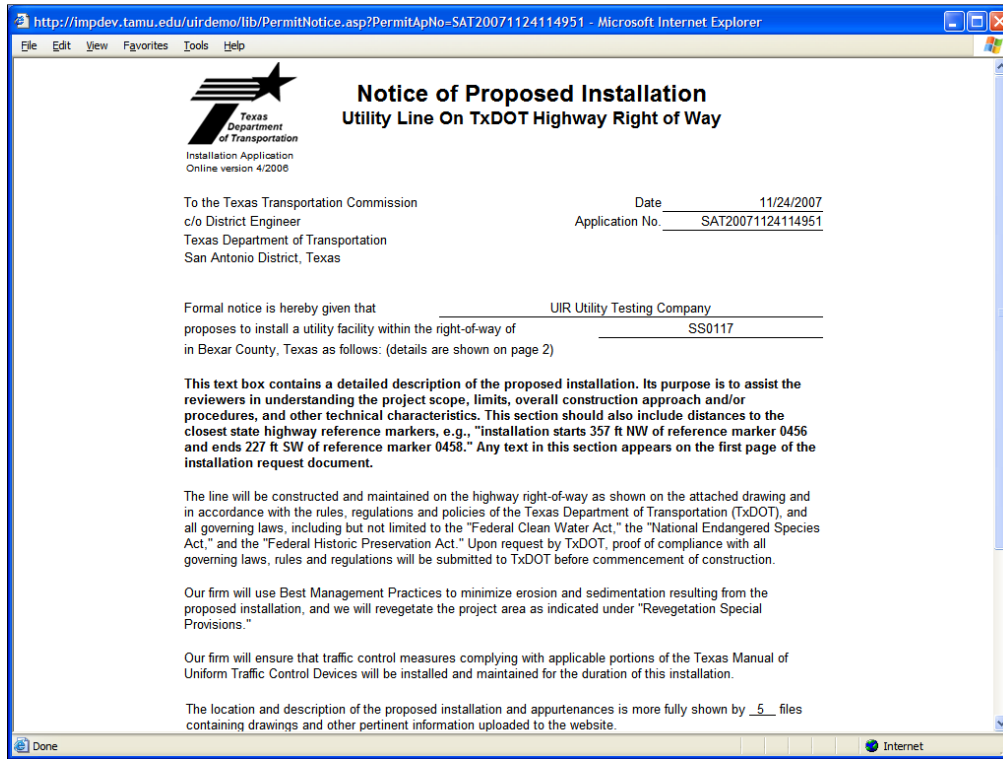
**Location**

Geographic Location District	San Antonio
Maintenance District	San Antonio
Maintenance Section	Bexar Metro
Control Section	052108
Route	SS0117
County	Bexar
Map	<a href="#">View Map</a>

Continue

Done Internet

Scroll down to review the attachments and location information.



It's highly recommended to open the notice of proposed installation by clicking the "View Notice (HTML)" link and make sure all the information is included correctly.



http://impdev.tamu.edu - Installation Owner - Application Summary - Microsoft Internet Explorer

File Edit View Favorites Tools Help

**TxDOT Contacts**

- Installation Owner Contacts
- Manage Accounts
- UIR User Responsibilities

**Reports**

- Reports
- Map

**Other Resources**

- Special Provisions
- Request Checklist
- Feedback
- UIR Help
- TxDOT Manuals
- Accommodation Rules
- TxDOT Standard Specifications
- Texas Manual on Uniform Traffic Control Devices
- TxDOT Traffic Engineering Standard Plan Sheets
- Utility Listings
- ROW Maps
- Survey Control Points

● = Notification (Expedited)  
 🚨 = Emergency

At current location:  
 a week or less  
 1 - 2 weeks

Installation Purpose	Public Utility Installation
Installation Class	Telephone
Installation Location	Buried
Description	This text box contains a detailed description of the proposed installation. Its purpose is to assist the reviewers in understanding the project scope, limits, overall construction approach and/or procedures, and other technical characteristics. This section should also include distances to the closest state highway reference markers, e.g., "installation starts 357 ft NW of reference marker 0456 and ends 227 ft SW of reference marker 0458." Any text in this section appears on the first page of the installation request document.
Special Comments	This text box is used to provide additional relevant information, e.g., if this request is part of a large project that involves several requests (in this case, the user would list all installation request numbers: SAT20071120083012, SAT20071120100512, and so on).
Notice Printout	<a href="#">View Notice (HTML)</a>
Request Checklist	<a href="#">Hide Request Checklist Answers</a>

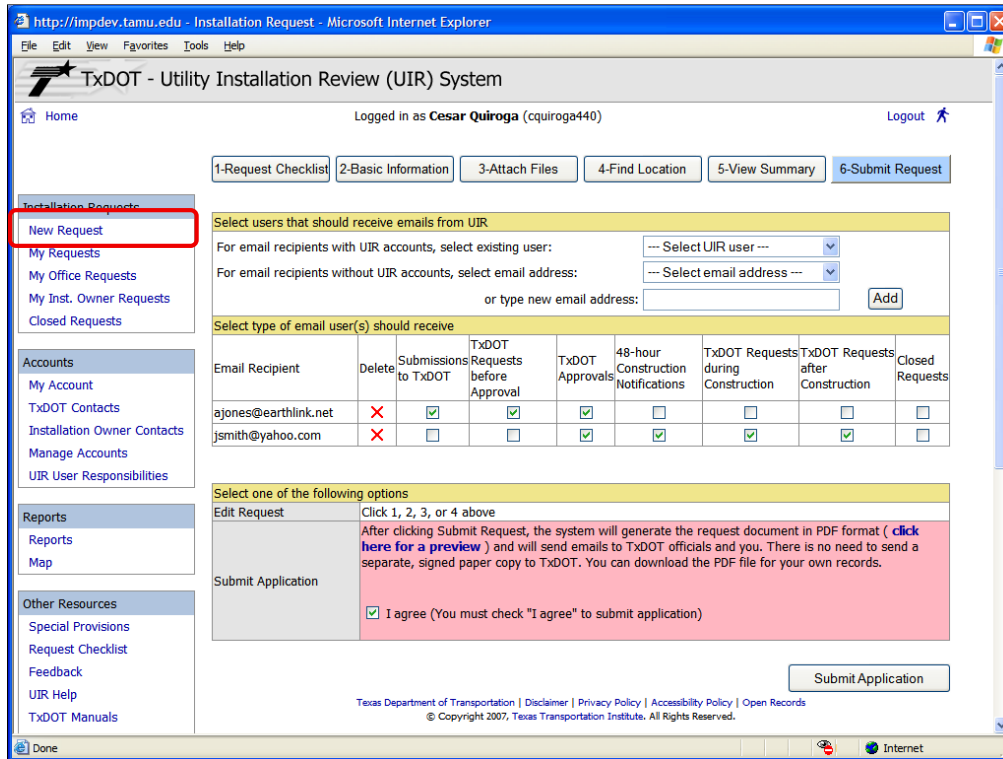
**Request Checklist**

Answers	Questions
Yes	Is the location and identification (highway number) of the TxDOT highway clearly indicated on the plans? <b>Comment: Plans show the highway number.</b>
Yes	Are the utility plans legible, drawn to scale, and accurately dimensioned?
Yes	Is the location of the proposed utility line clearly shown on the plans?
Yes	Are other existing utility lines in the vicinity shown on the plans? <b>Comment: Both underground and aboveground existing lines are shown.</b>
Yes	Are the right of way line and edge of highway pavement clearly shown on plans? <b>Comment: The plans clearly show the state property line and the existing edge of pavement.</b>
N/A	For lines to be installed parallel to the highway, is the distance from the right of way line and from the edge of highway pavement clearly shown? <b>Comment: The proposed installation is a crossing.</b>
N/A	For installations parallel to the highway, does the installation alignment change? Alignment changes need to be justified and reasonable. <b>Comment: The proposed installation is a crossing.</b>
Yes	For highway crossings, is the location of the crossing clearly shown on the plans? The crossing should be as close to 90 degrees as practical.
Yes	For lines crossing the highway, crossing intersecting streets/county roads, or passing through the protected root area of desirable trees, is it clearly shown that the line will be installed by boring? In addition, casing should be shown under highways and paved city street/county road intersections.

javascript:showHideCheckList(showHideChf)

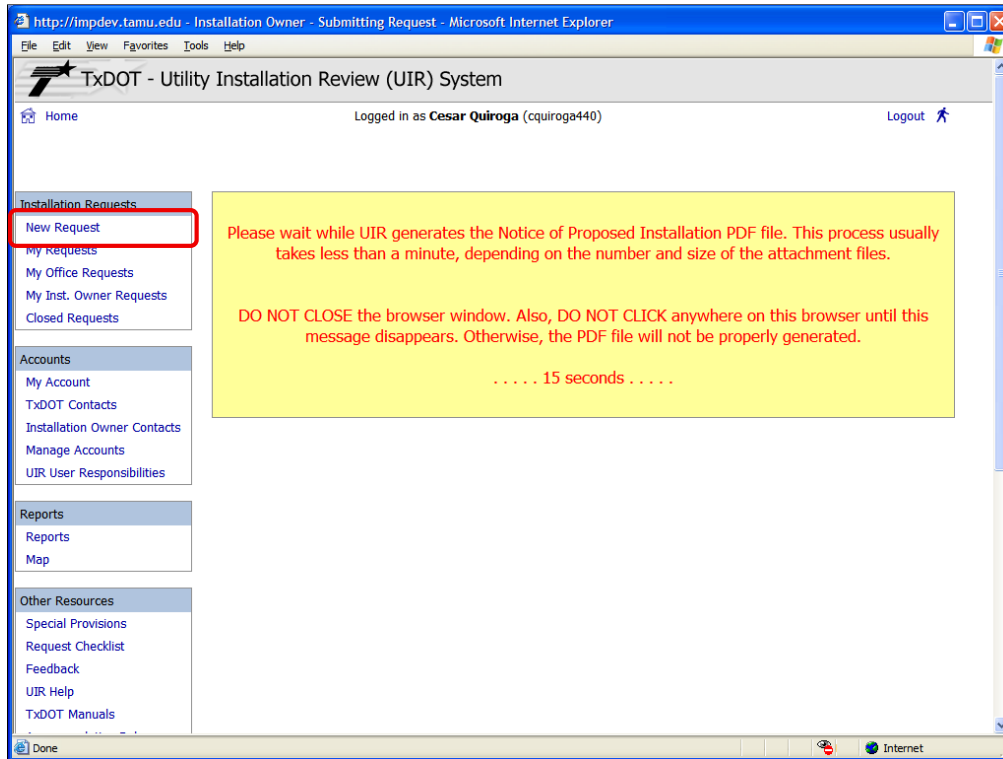
Your responses to the request checklist questions at the first step can be also reviewed by clicking the “Show Request Checklist Answers” link. Notice that when the checklist answers appear, the link changes to “Hide Request Checklist Answers.”

If necessary, click a step button and edit the corresponding data accordingly. Otherwise, click the “Continue” button to go to the next step.



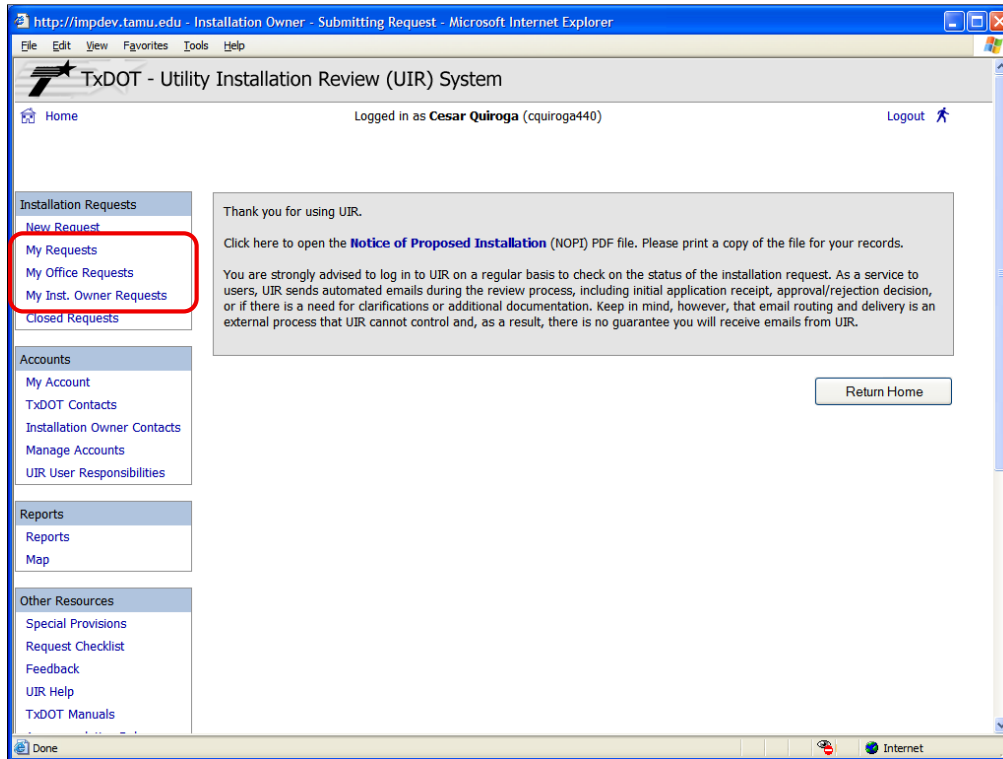
After reviewing the application, the final step in creating a new request is to submit the application. In this step, you can also review the application or delete the application. To edit the application, click on the specific step of interest. Click on the “Click here for a preview” link to review the notice.

Read the regulation, and check the box if you agree. You must check “I agree” to submit the application. Finally, click “Submit Application” when you are ready.



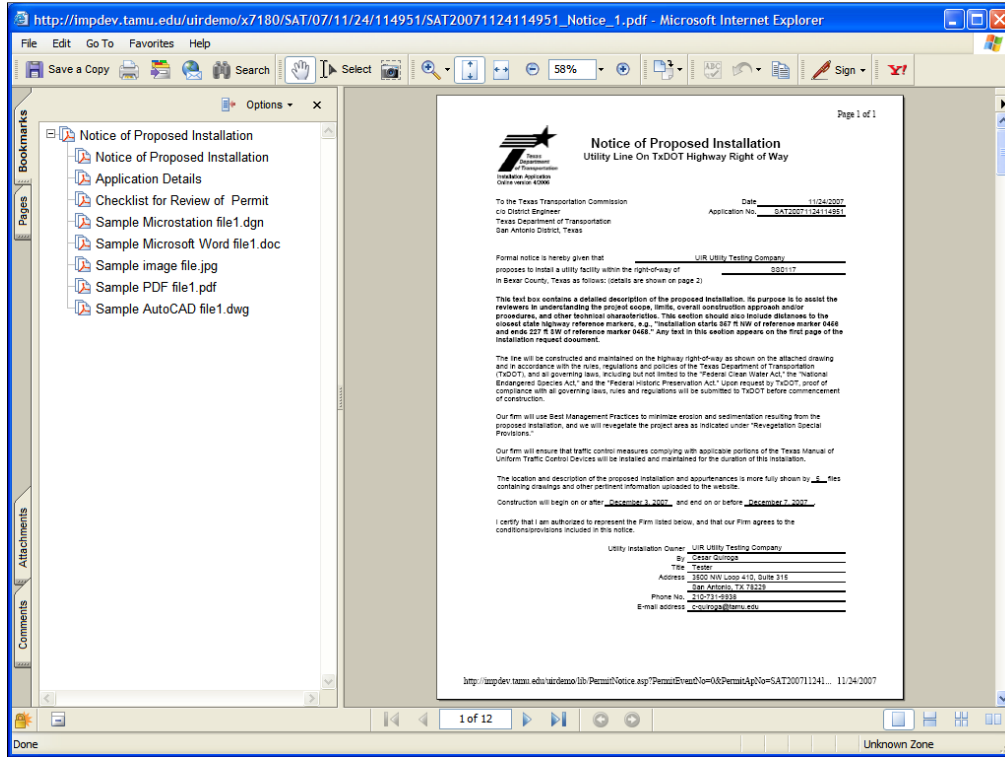
After clicking the “Submit Application” button, the system displays this page indicating the notice of proposed installation is being generated by the system. Do not click any link on this page while the notice is being generated.

While the system is generating the installation request PDF document, the screen displays the approximate number of seconds that have passed. In general, it takes 15 to 30 seconds to complete the process, although the actual duration depends on a number of factors, including number and size of the attachment files as well as on the number of users who may be logged in at the same time and uploading and/or generating PDF files.

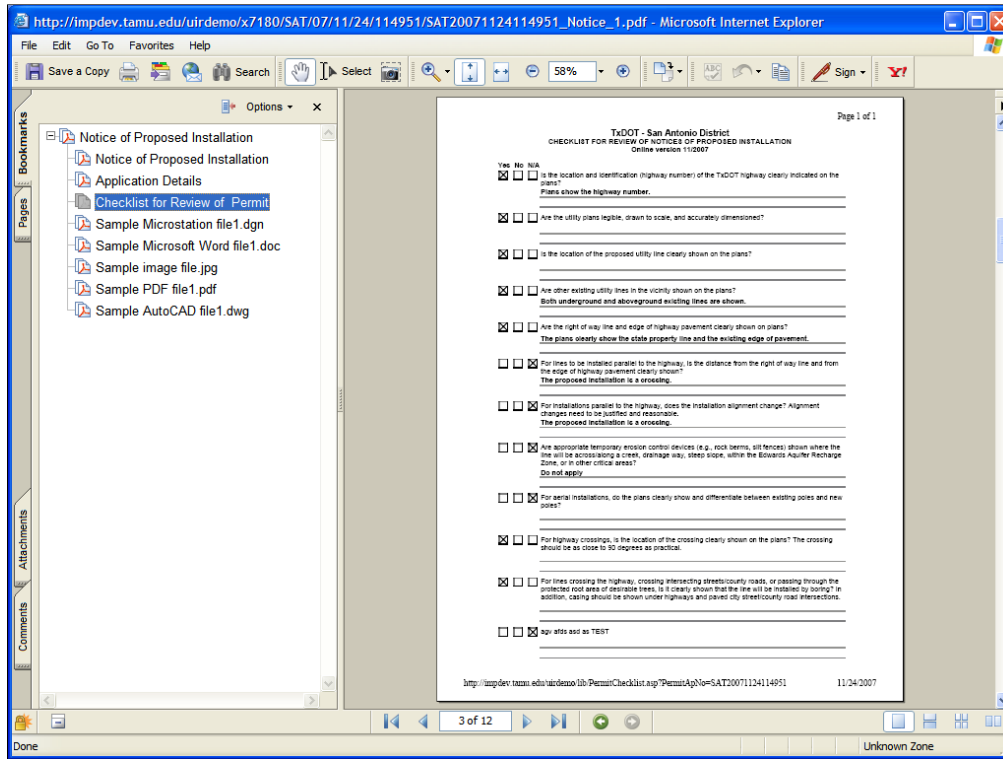


If the utility installation request is submitted successfully, this screen appears to confirm the successful submission of the request. To review the notice, click on the “Notice of Proposed Installation” link in bold.

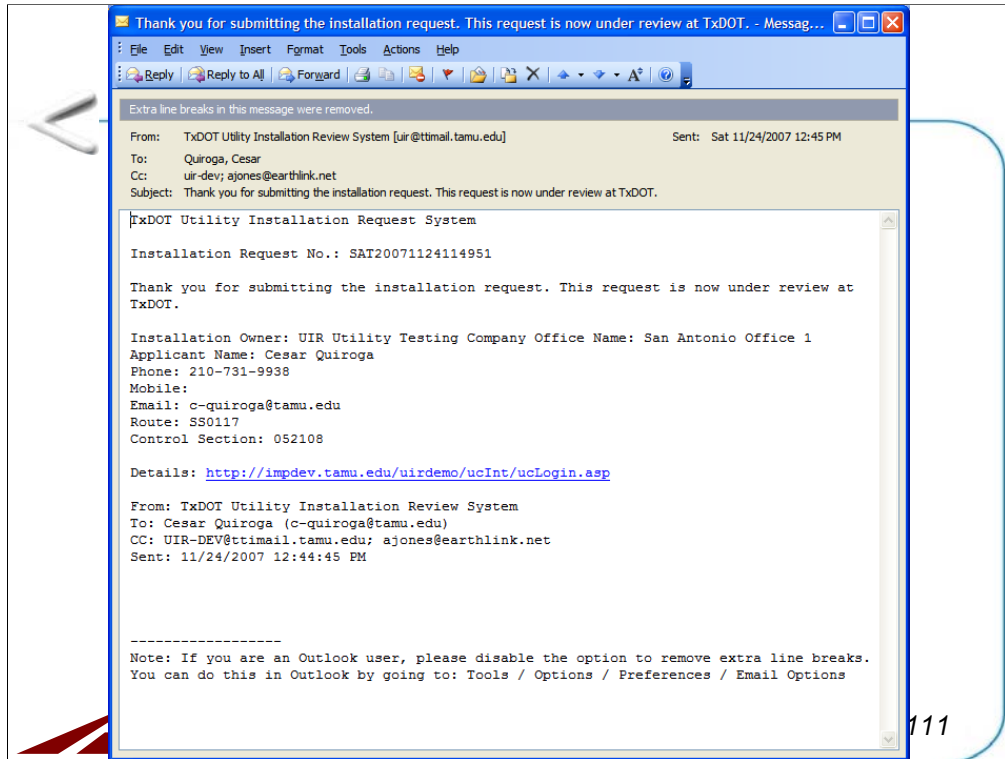
Note: You will receive an email confirming receipt of the application. You will also receive an email letting you know if the application has been approved or rejected. At any time, the status of the application can be checked by logging into the system and selecting “ My Requests,” “My Office Requests,” or “My Inst. Owner Requests.”



Here's a sample of the electronic version of the Notice of Proposed Installation. You can save it locally on your computer for future reference, or you can print it out for your records.



The notice of proposed installation includes all information that has been input through the six-step process.



At the same time, an email similar to this one is sent to you automatically by the UIR system.

http://impdev.tamu.edu - Installation Owner Home - Microsoft Internet Explorer

File Edit View Favorites Tools Help

**TxDOT - Utility Installation Review (UIR) System**

Home Logged in as **Cesar Quiroga** (cquiroga440) Logout

**Installation Requests**

- New Request
- My Requests**
- My Office Requests
- My Inst. Owner Requests
- Closed Requests

**Requests Currently at Installation Owner (0)** [Hide/Show]

**Requests Currently at TxDOT (1)** [Hide/Show]

Installation Owner Job No.	Installation Request No.	Dist. App No.	Maintenance Section	Highway	Status	Last Event
UTC 2007-01	SAT20071124114951		Bexar Metro	SS0117	Submitted	11-24-2007

**Accounts**

- My Account
- TxDOT Contacts
- Installation Owner Contacts
- Manage Accounts
- UIR User Responsibilities

**Reports**

- Reports
- Map

**Other Resources**

- Special Provisions
- Request Checklist
- Feedback
- UIR Help
- TxDOT Manuals

Internet

Let's click on the "My Request" link on the left. Notice that you now have a request currently at TxDOT. You can keep checking the "Status" area for any update on your request.



http://impdev.tamu.edu - Installation Owner Home - Microsoft Internet Explorer

File Edit View Favorites Tools Help

**TxDOT - Utility Installation Review (UIR) System**

Home Logged in as **Cesar Quiroga** (cquiroga440) Logout

**Installation Requests**

- New Request
- My Requests**
- My Office Requests
- My Inst. Owner Requests
- Closed Requests

**Requests Currently at Installation Owner (1)** [Hide/Show]

Installation Owner Job No.	Installation Request No.	Dist App No.	Maintenance Section	Highway	Action Needed	Last Event
UTC 2007-01	SAT20071124114951	TE-07-53	Bexar Metro	SS0117	Submit revised documentation	11-25-2007

If your request is approved, you will be required to notify TxDOT 48 hours (2 business days) before you start construction to allow for proper inspection and coordination of work days and traffic control plans. Use the UIR website or contact the inspector listed on the Approval Form for the 48-hour notification. DO NOT start construction until you have coordinated the construction start date and inspection with TxDOT. You are also required to keep a copy of the Approval Form, the Notice of Proposed Installation, and any approved amendments at the job site at all times.

**Requests Currently at TxDOT (0)** [Hide/Show]

**Accounts**

- My Account
- TxDOT Contacts
- Installation Owner Contacts
- Manage Accounts
- UIR User Responsibilities

**Reports**

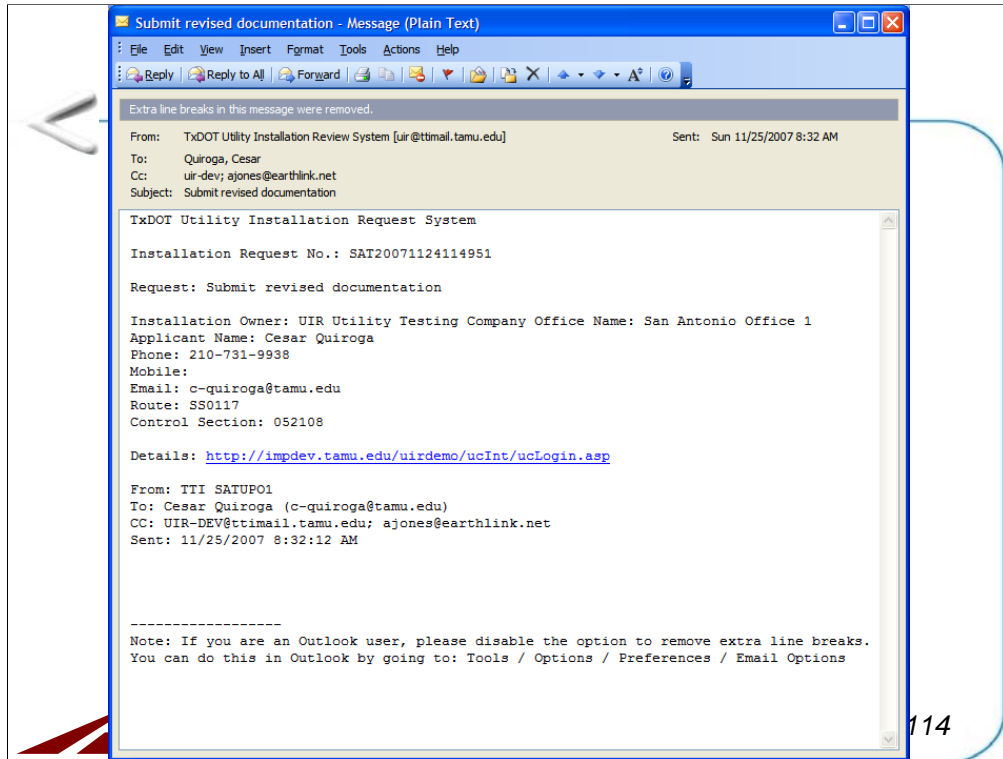
- Reports
- Map

**Other Resources**

- Special Provisions
- Request Checklist
- Feedback
- UIR Help
- TxDOT Manuals

http://impdev.tamu.edu/uir/DEMO/ucInt/ucHome.asp Internet

Once TxDOT starts the review process, it is possible for TxDOT to send the installation request back to the applicant for clarification or for additional documentation. In this example, TxDOT is requesting the applicant to submit revised documentation.



The system also sends an email to the installation owner user as a reminder of the pending action.

http://impdev.tamu.edu - Pending Request - Microsoft Internet Explorer

File Edit View Favorites Tools Help

**TxDOT - Utility Installation Review (UIR) System**

Home Logged in as **Cesar Quiroga** (cquiroga440) Logout

**SAT20071124114951** Basic Information Event History Conduct Action Go back

**Installation Requests**

- New Request
- My Requests**
- My Office Requests
- My Inst. Owner Requests
- Closed Requests

**Accounts**

- My Account
- TxDOT Contacts
- Installation Owner Contacts
- Manage Accounts
- UIR User Responsibilities

**Reports**

- Reports
- Map


**Other Resources**

- Special Provisions
- Request Checklist
- Feedback
- UIR Help
- TxDOT Manuals

**Basic Information**

Installation Request No.	<b>SAT20071124114951</b>	
District Application No.	TE-07-53	
Installation Owner Job No.	UTC 2007-01	
Applicant Name	Cesar Quiroga	
Contact Information	c-quiroga@tamu.edu - 210-731-9938	
Installation Owner Name	UIR Utility Testing Company	
Office Name	San Antonio Office 1	
Proposed Construction Schedule	<b>Begin on: 12-03-2007</b>	<b>Finish on: 12-07-2007</b>
Request Type	Regular Installation Request	
Installation Purpose	Public Utility Installation	
Installation Class	Telephone	
Installation Location	Buried	
Description	<b>This text box contains a detailed description of the proposed installation. Its purpose is to assist the reviewers in understanding the project scope, limits, overall construction approach and/or procedures, and other technical characteristics. This section should also include distances to the closest state highway reference markers, e.g., "installation starts 357 ft HW of reference marker 0456 and ends 227 ft SW of reference marker 0458." Any text in this section appears on the first page of the installation request document.</b>	
Special Comments	This text box is used to provide additional relevant information, e.g., if this request is part of a large project that involves several requests (in this case, the user would list all installation request numbers: SAT20071120083012, SAT20071120100512, and so on).	
Notice Printout	<a href="#">View Notice (PDF)</a>   <a href="#">View Notice (HTML)</a>	
Request Checklist	<a href="#">Show Request Checklist Answers</a>	

**Attachments**

Attachment	Size (KB)	Attachment (pdf)
Sample Microstation file1.dgn	74	

Done Internet

To respond to TxDOT's review result, click the request to open it. This page shows the request basic information.

http://impdev.tamu.edu - Pending Request - Microsoft Internet Explorer

File Edit View Favorites Tools Help

**TxDOT - Utility Installation Review (UIR) System**

Home Logged in as **Cesar Quiroga** (cquiroga440) Logout

**SAT20071124114951** Basic Information **Event History** Conduct Action Go back

**Statistics** [Show/Hide]

**Event History** [Collapse/Expand]

<b>Event 2</b>	Review partially completed / Submit revised documentation
When	11/25/2007 08:32:13 AM
By	TTI SATUPO1 (TxDOT, Utility Permit Office) - satupo1
Send to	Cesar Quiroga (UIR Utility Testing Company, San Antonio Office 1) - cquiroga440
Comment	This text box contains comments for the recipient. In this example, the request is being sent back to the applicant (hint: include as much information as possible to document why the request is being sent back).
<b>Event 1</b>	Application submitted / Conduct initial review
When	11/24/2007 12:44:45 PM
By	Cesar Quiroga (UIR Utility Testing Company, San Antonio Office 1) - cquiroga440
Send to	Utility Permit Office
Description	This text box contains a detailed description of the proposed installation. Its purpose is to assist the reviewers in understanding the project scope, limits, overall construction approach and/or procedures, and other technical characteristics. This section should also include distances to the closest state highway reference markers, e.g., "Installation starts 357 ft NW of reference marker 0456 and ends 227 ft SW of reference marker 0458." Any text in this section appears on the first page of the installation request document.
Special Comment	This text box is used to provide additional relevant information, e.g., if this request is part of a large project that involves several requests (in this case, the user would list all installation request numbers: SAT20071120083012, SAT20071120100512, and so on).
Attachment 1	Sample Microstation file1.dgn
Attachment 2	Sample Microsoft Word file1.doc
Attachment 3	Sample image file.jpg
Attachment 4	Sample PDF file1.pdf
Attachment 5	Sample AutoCAD file1.dwg
Notice of Proposal Installation	View Notice

Installation Requests

- New Request
- My Requests**
- My Office Requests
- My Inst. Owner Requests
- Closed Requests

Accounts

- My Account
- TxDOT Contacts
- Installation Owner Contacts
- Manage Accounts
- UIR User Responsibilities

Reports

- Reports
- Map

Other Resources

- Special Provisions
- Request Checklist
- Feedback
- UIR Help
- TxDOT Manuals

Click the “Event History” button to view the list of events associated with the request.

http://impdev.tamu.edu - Pending Request - Microsoft Internet Explorer

File Edit View Favorites Tools Help

**TxDOT - Utility Installation Review (UIR) System**

Home Logged in as **Cesar Quiroga** (cquiroga440) Logout

**SAT20071124114951** Basic Information **Event History** Conduct Action Go back

**Installation Requests**

- New Request
- My Requests**
- My Office Requests
- My Inst. Owner Requests
- Closed Requests

**Accounts**

- My Account
- TxDOT Contacts
- Installation Owner Contacts
- Manage Accounts
- UIR User Responsibilities

**Reports**

- Reports
- Map

**Other Resources**

- Special Provisions
- Request Checklist
- Feedback
- UIR Help
- TxDOT Manuals

**Statistics** [Show/Hide]

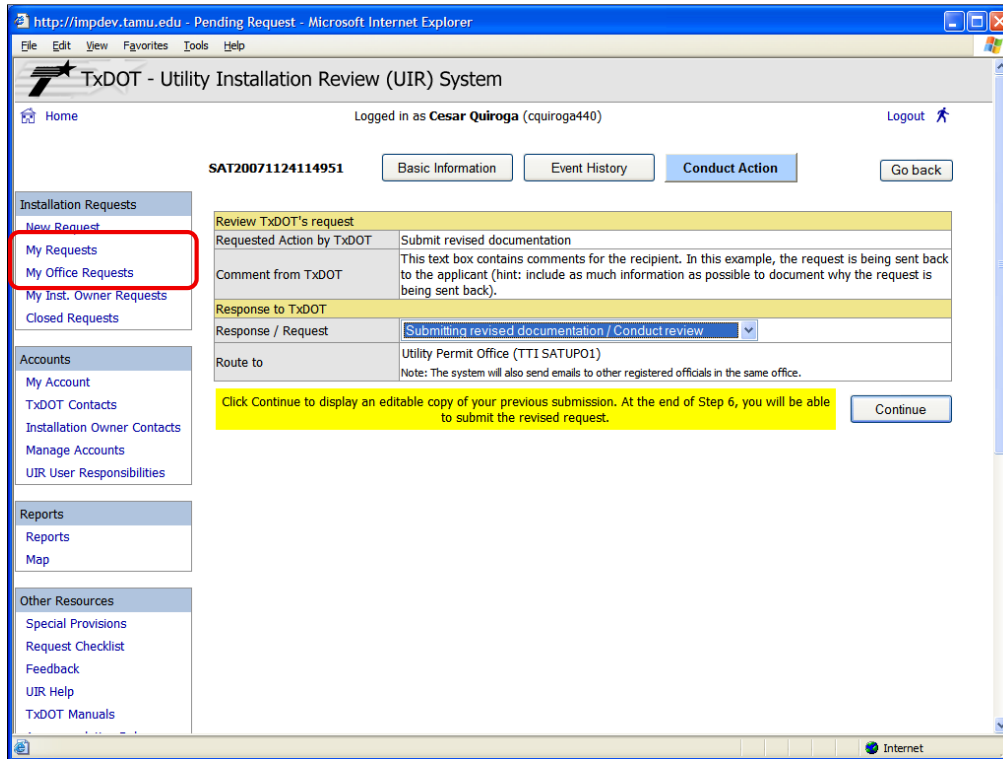
Status	Days	Status	Days	Status	Days
Submitted	0.8	Pre construction-at Installation Owner		Post construction-at Installation Owner	
Under review-at TxDOT		Pre construction-at Installation Owner (notify by phone)		Post construction-at TxDOT	
Under review-at TxDOT Total	0.8	Pre construction-Total		Post construction-Total	
Under review-at Installation Owner	0.0	Amendment-at Installation Owner		Closed	
Under review-Total	0.8	Amendment-at TxDOT			
Days to approve/reject		Construction			
		Construction stopped-at Installation Owner			
		Construction-Total			

**Event History** [Collapse/Expand]

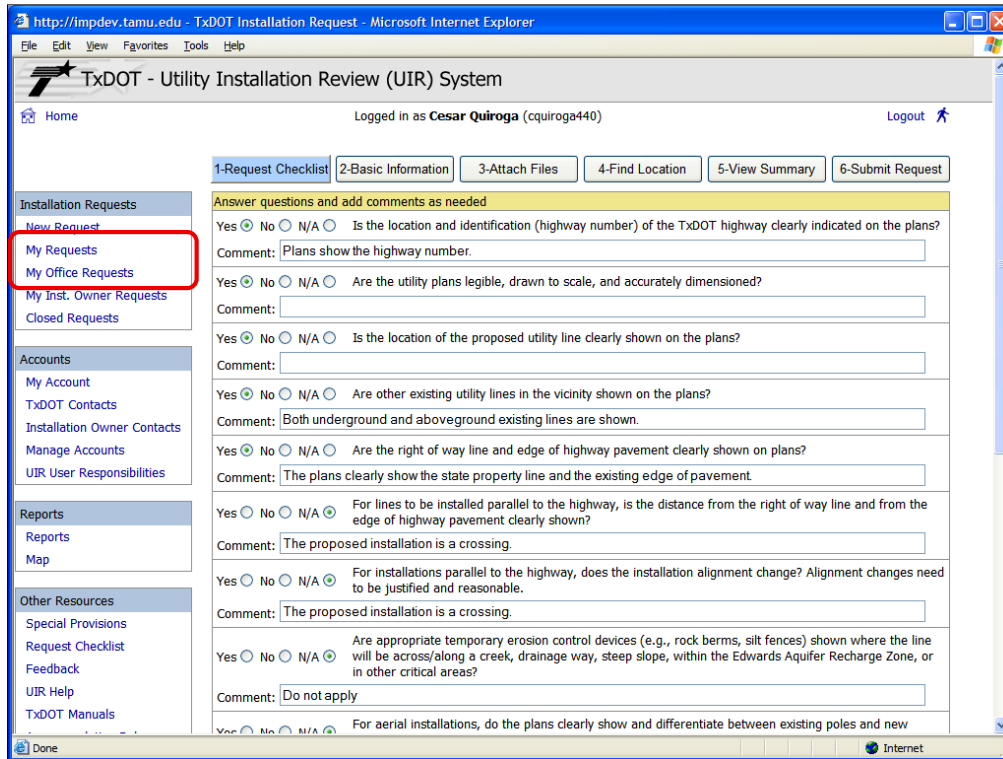
Status	Events	By	Office Name	Date
Under review	2. Review partially completed	TTI SATUPO1	TxDOT, Utility Permit Office	11-25-2007
Submitted	1. Application submitted	Cesar Quiroga	UIR Utility Testing Company, San Antonio Office 1	11-24-2007

Done Internet

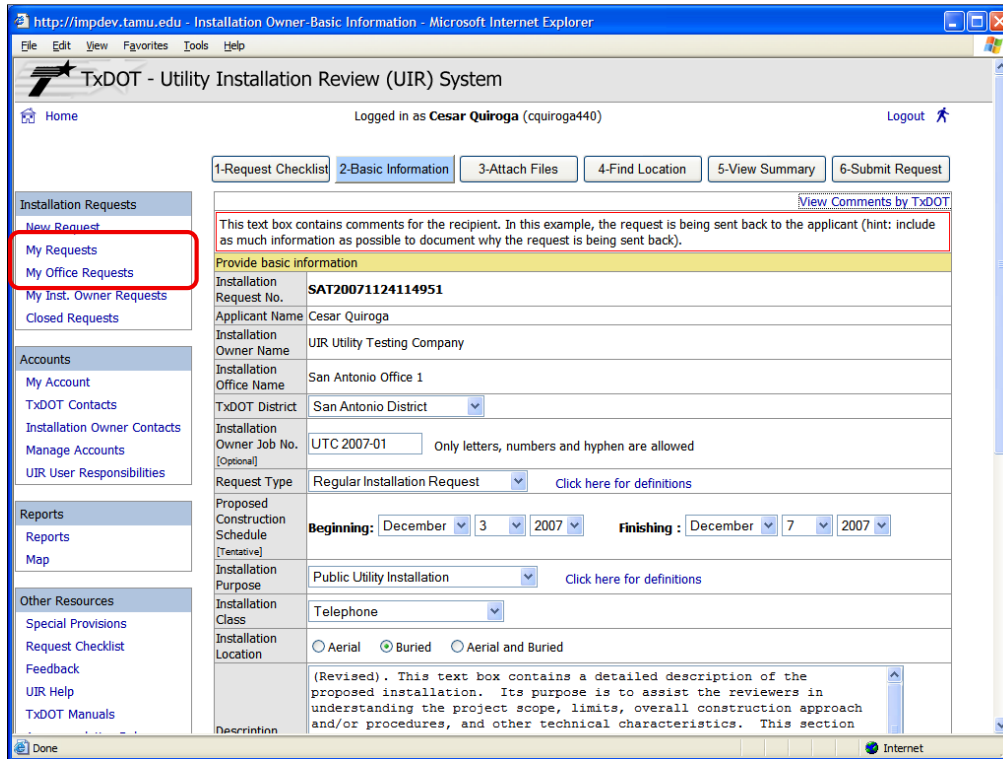
You can also review the statistics for the request.



To provide revised documentation for the request, first click on the “Conduct Action” button. Select the “Submitting revised documentation / Conduct review” action in the “Response / Request” drop-down list, and then click the “Continue” button. You will be taken to the six-step process to revise the request, which is similar to submitting a new request.



Go through the six steps, and make all the necessary changes.



As shown on the screen, the review comments from TxDOT are highlighted at the top of the page.



http://impdev.tamu.edu - Installation Owner-Basic Information - Microsoft Internet Explorer

File Edit View Favorites Tools Help

My Office Requests  
 My Inst. Owner Requests  
 Closed Requests

Accounts  
 My Account  
 TxDOT Contacts  
 Installation Owner Contacts  
 Manage Accounts  
 UIR User Responsibilities

Reports  
 Reports  
 Map

Other Resources  
 Special Provisions  
 Request Checklist  
 Feedback  
 UIR Help  
 TxDOT Manuals  
 Accommodation Rules  
 TxDOT Standard Specifications  
 Texas Manual on Uniform Traffic Control Devices  
 TxDOT Traffic Engineering Standard Plan Sheets  
 Utility Listings  
 ROW Maps  
 Survey Control Points

Provide basic information

Installation Request No. **SAT20071124114951**

Applicant Name Cesar Quiroga

Installation Owner Name UIR Utility Testing Company

Installation Office Name San Antonio Office 1

TxDOT District San Antonio District

Installation Owner Job No. UTC 2007-01 Only letters, numbers and hyphen are allowed

Request Type Regular Installation Request [Click here for definitions](#)

Proposed Construction Schedule  
**Beginning:** December 3 2007 **Finishing:** December 7 2007

Installation Purpose Public Utility Installation [Click here for definitions](#)

Installation Class Telephone

Installation Location  Aerial  Buried  Aerial and Buried

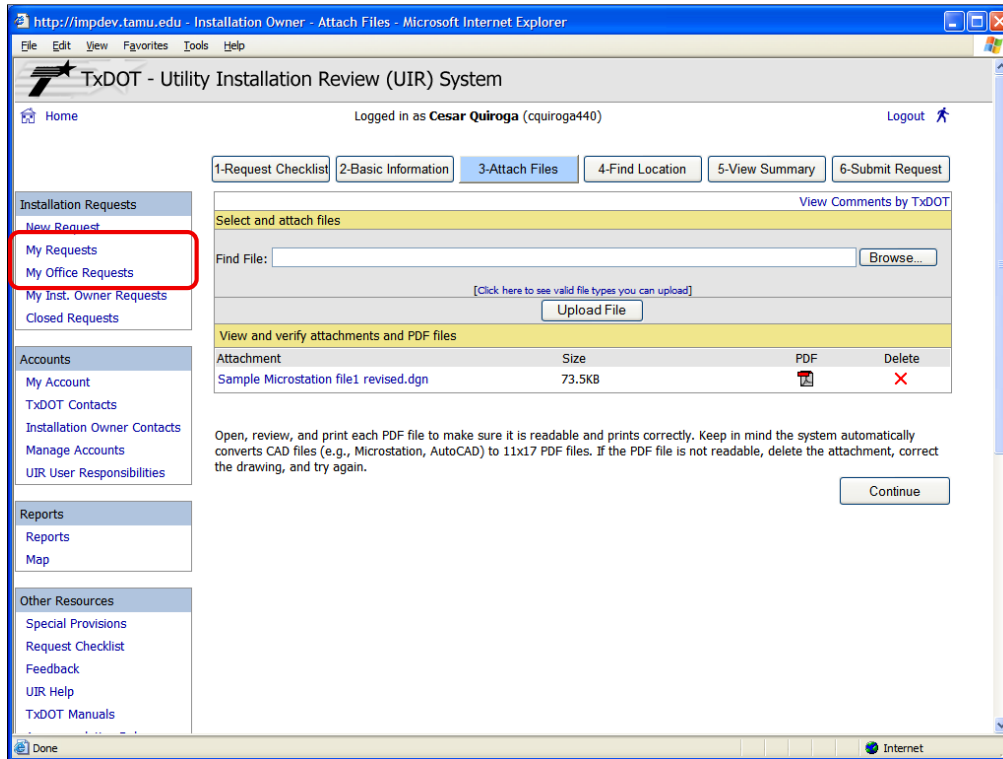
Description  
 (Revised). This text box contains a detailed description of the proposed installation. Its purpose is to assist the reviewers in understanding the project scope, limits, overall construction approach and/or procedures, and other technical characteristics. This section should also include distances to the closest state highway reference markers, e.g., "installation starts 357 ft NW of reference marker 0456 and ends 227 ft SW of reference marker 0458." Any text in this section appears on the first page of the installation request document.

Special Comments [Optional]  
 This text box is used to provide additional relevant information, e.g., if this request is part of a large project that involves several requests (in this case, the user would list all installation request numbers: SAT20071120083012, SAT20071120100512, and so on).

Save and Continue

Done Internet

Scroll down to make changes to the rest of the information. When finished, click the “Save and Continue” button to save the changes and proceed to the next step.



If necessary, make changes to the attachments in Step 3.

http://impdev.tamu.edu - Installation Owner - Application Summary - Microsoft Internet Explorer

File Edit View Favorites Tools Help

**TxDOT - Utility Installation Review (UIR) System**

Home Logged in as **Cesar Quiroga** (cquiroga440) Logout

1-Request Checklist 2-Basic Information 3-Attach Files 4-Find Location **5-View Summary** 6-Submit Request

**Installation Requests**

- New Request
- My Requests**
- My Office Requests
- My Inst. Owner Requests
- Closed Requests

**Accounts**

- My Account
- TxDOT Contacts
- Installation Owner Contacts
- Manage Accounts
- UIR User Responsibilities

**Reports**

- Reports
- Map

**Other Resources**

- Special Provisions
- Request Checklist
- Feedback
- UIR Help
- TxDOT Manuals

**Review installation request information**

**Basic Information**

Installation Request No.	SAT20071124114951
District Application No.	TE-07-53
Installation Owner Job No.	UTC 2007-01
Applicant Name	Cesar Quiroga
Contact Information	c-quiroga@tamu.edu - 210-731-9938
Installation Owner Name	UIR Utility Testing Company
Office Name	San Antonio Office 1
Proposed Construction Schedule	<b>Begin on: 12-03-2007</b> <b>Finish on: 12-07-2007</b>
Request Type	Regular Installation Request
Installation Purpose	Public Utility Installation
Installation Class	Telephone
Installation Location	Buried

**Description**

**(Revised).** This text box contains a detailed description of the proposed installation. Its purpose is to assist the reviewers in understanding the project scope, limits, overall construction approach and/or procedures, and other technical characteristics. This section should also include distances to the closest state highway reference markers, e.g., "installation starts 357 ft NW of reference marker 0456 and ends 227 ft SW of reference marker 0458." Any text in this section appears on the first page of the installation request document.

**Special Comments**

This text box is used to provide additional relevant information, e.g., if this request is part of a large project that involves several requests (in this case, the user would list all installation request numbers: SAT20071120083012, SAT20071120100512, and so on).

**Attachments**

Attachment	Size (KB)	Attachment (pdf)

After finishing any needed changes in Steps 1 through 4, go to Step 5 to review the revised request. Make sure all information is correctly entered and TxDOT's review comments are addressed properly in the revised request.

http://impdev.tamu.edu - Installation Owner - Application Summary - Microsoft Internet Explorer

File Edit View Favorites Tools Help

San Antonio Office 1

Accounts

- My Account
- TxDOT Contacts
- Installation Owner Contacts
- Manage Accounts
- UIR User Responsibilities

Reports

- Reports
- Map


Other Resources

- Special Provisions
- Request Checklist
- Feedback
- UIR Help
- TxDOT Manuals
- Accommodation Rules
- TxDOT Standard Specifications
- Texas Manual on Uniform Traffic Control Devices
- TxDOT Traffic Engineering Standard Plan Sheets
- Utility Listings
- ROW Maps
- Survey Control Points

● = Notification (Expedited)  
 🚧 = Emergency

Office Name	San Antonio Office 1	
Proposed Construction Schedule	<b>Begin on: 12-03-2007</b>	<b>Finish on: 12-07-2007</b>
Request Type	Regular Installation Request	
Installation Purpose	Public Utility Installation	
Installation Class	Telephone	
Installation Location	Buried	
Description	<b>(Revised).</b> This text box contains a detailed description of the proposed installation. Its purpose is to assist the reviewers in understanding the project scope, limits, overall construction approach and/or procedures, and other technical characteristics. This section should also include distances to the closest state highway reference markers, e.g., "installation starts 357 ft NW of reference marker 0456 and ends 227 ft SW of reference marker 0458." Any text in this section appears on the first page of the installation request document.	
Special Comments	This text box is used to provide additional relevant information, e.g., if this request is part of a large project that involves several requests (in this case, the user would list all installation request numbers: SAT20071120083012, SAT20071120100512, and so on).	
Notice Printout	<a href="#">View Notice (HTML)</a>	
Request Checklist	<a href="#">Show Request Checklist Answers</a>	

**Attachments**

Attachment	Size (KB)	Attachment (pdf)
<a href="#">Sample Microstation file1 revised.dgn</a>	74	

**Location**

Geographic Location District	San Antonio
Maintenance District	San Antonio
Maintenance Section	Bexar Metro
Control Section	052108
Route	SS0117
County	Bexar
Map	<a href="#">View Map</a>

Continue

If the request is ready for resubmission, click the “Continue” button to go to the last step.

http://impdev.tamu.edu - Installation Request - Microsoft Internet Explorer

TxDOT - Utility Installation Review (UIR) System

Home Logged in as Cesar Quiroga (cquiroga440) Logout

1-Request Checklist 2-Basic Information 3-Attach Files 4-Find Location 5-View Summary 6-Submit Request

Installation Requests

- New Request
- My Requests**
- My Office Requests
- My Inst. Owner Requests
- Closed Requests

Accounts

- My Account
- TxDOT Contacts
- Installation Owner Contacts
- Manage Accounts
- UIR User Responsibilities

Reports

- Reports
- Map

Other Resources

- Special Provisions
- Request Checklist
- Feedback
- UIR Help
- TxDOT Manuals

Select users that should receive emails from UIR

For email recipients with UIR accounts, select existing user:

For email recipients without UIR accounts, select email address:

or type new email address:

Select type of email user(s) should receive

Email Recipient	Delete	Submissions to TxDOT	TxDOT Requests before Approval	TxDOT Approvals	48-hour Construction Notifications	TxDOT Requests during Construction	TxDOT Requests after Construction	Closed Requests
ajones@earthlink.net	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
jsmith@yahoo.com	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Select one of the following options

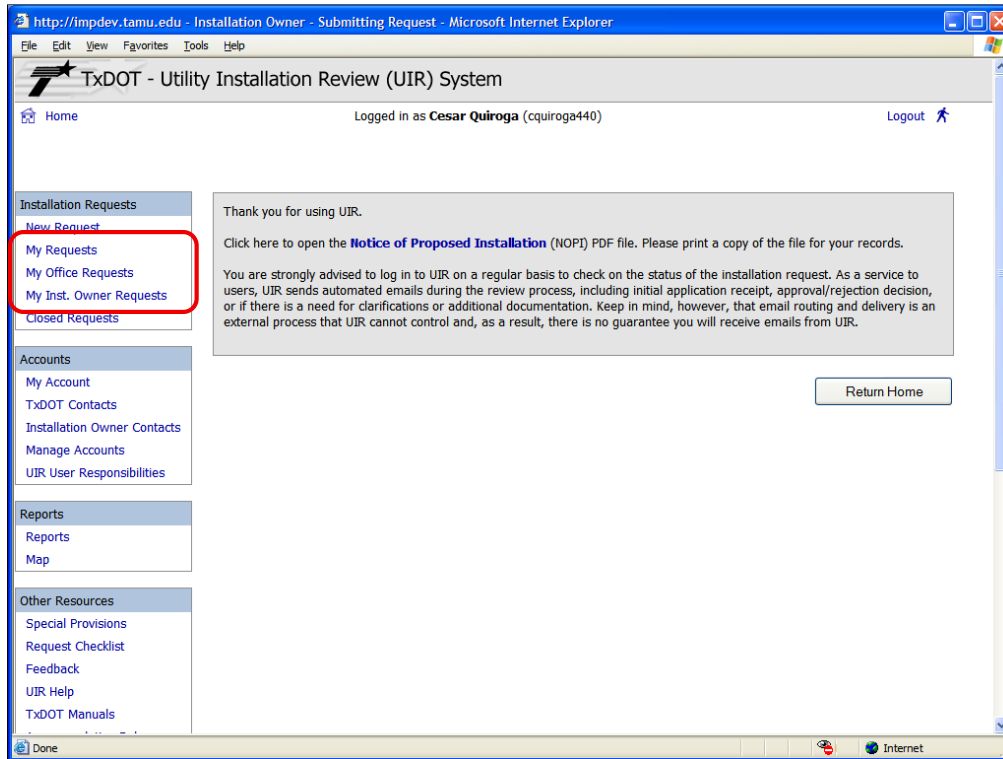
Edit Request  Click 1, 2, 3, or 4 above

Submit Application  After clicking Submit Request, the system will generate the request document in PDF format ( [click here for a preview](#) ) and will send emails to TxDOT officials and you. There is no need to send a separate, signed paper copy to TxDOT. You can download the PDF file for your own records.

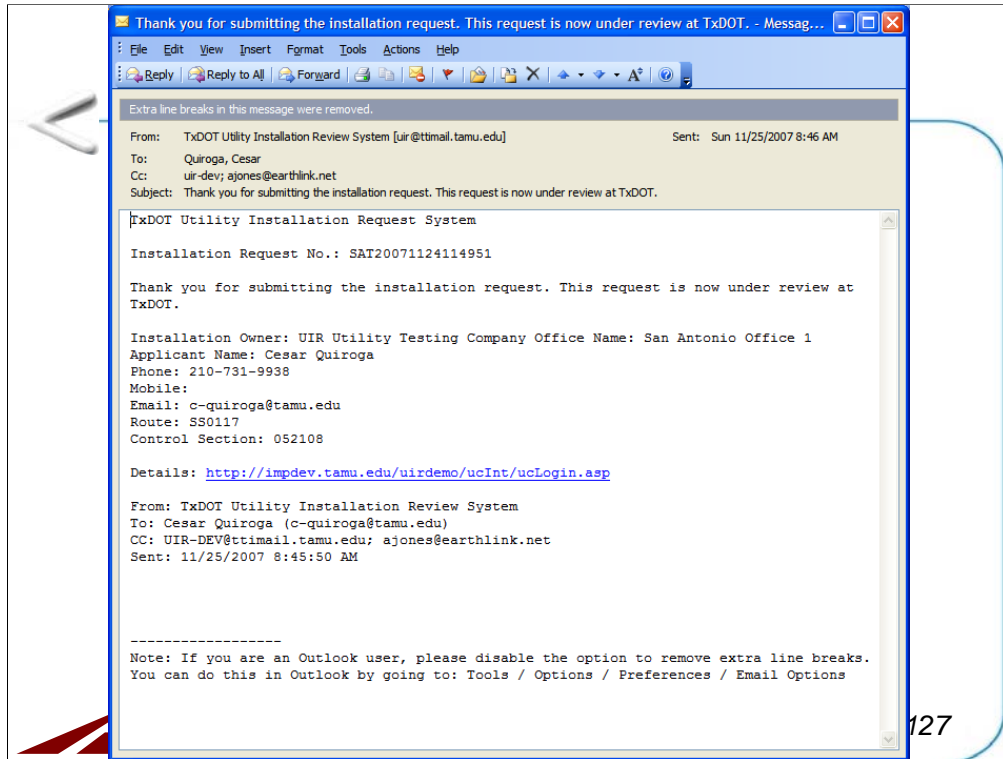
I agree (You must check "I agree" to submit application)

Texas Department of Transportation | Disclaimer | Privacy Policy | Accessibility Policy | Open Records  
© Copyright 2007, Texas Transportation Institute. All Rights Reserved.

In Step 6, add/change the email recipient data, check the “I agree” checkbox, and then click the “Submit Application” button to submit the request back to TxDOT for review.



Again, the system displays a confirmation page after the request was successfully submitted.



An email like this one will be also generated by UIR and sent to the applicant to acknowledge receipt of the revised request.

http://impdev.tamu.edu - Installation Owner Home - Microsoft Internet Explorer

File Edit View Favorites Tools Help

**TxDOT - Utility Installation Review (UIR) System**

Home Logged in as **Cesar Quiroga** (cquiroga440) Logout

**Installation Requests**

- New Request
- My Requests**
- My Office Requests
- My Inst. Owner Requests
- Closed Requests

**Requests Currently at Installation Owner (0)** [Hide/Show]

**Requests Currently at TxDOT (1)** [Hide/Show]

Installation Owner Job No.	Installation Request No.	Dist. App No.	Maintenance Section	Highway	Status	Last Event
UTC 2007-01	SAT20071124114951	TE-07-53	Bexar Metro	SS0117	Under review	11-25-2007

**Accounts**

- My Account
- TxDOT Contacts
- Installation Owner Contacts
- Manage Accounts
- UIR User Responsibilities

**Reports**

- Reports
- Map

**Other Resources**

- Special Provisions
- Request Checklist
- Feedback
- UIR Help
- TxDOT Manuals

Internet

After you submit your revised application, the status of your request will change back to “Under review.”



http://impdev.tamu.edu - Installation Owner Home - Microsoft Internet Explorer

File Edit View Favorites Tools Help

**TxDOT - Utility Installation Review (UIR) System**

Home Logged in as **Cesar Quiroga** (cquiroga440) Logout

**Installation Requests**

- New Request
- My Requests**
- My Office Requests
- My Inst. Owner Requests
- Closed Requests

**Accounts**

- My Account
- TxDOT Contacts
- Installation Owner Contacts
- Manage Accounts
- UIR User Responsibilities

**Reports**

- Reports
- Map

**Other Resources**

- Special Provisions
- Request Checklist
- Feedback
- UIR Help
- TxDOT Manuals

**Requests Currently at Installation Owner (1)** [Hide/Show]

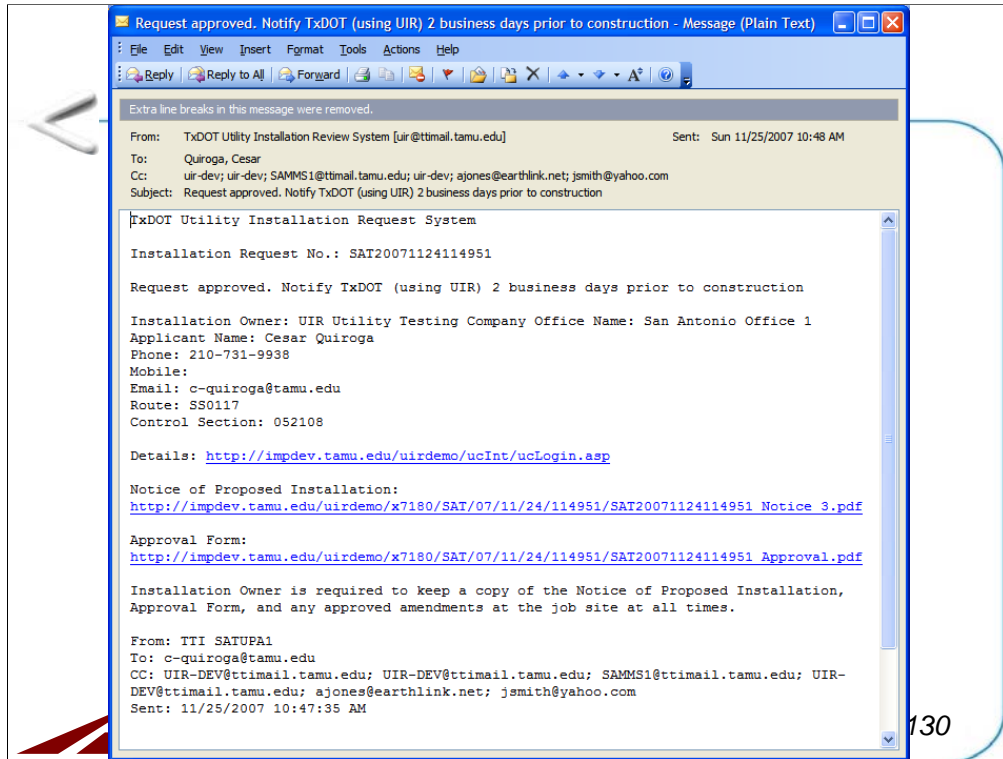
Installation Owner Job No.	Installation Request No.	Dist App No.	Maintenance Section	Highway	Action Needed	Last Event
UTC 2007-01	SAT20071124114951	TE-07-53	Bexar Metro	SS0117	Request approved. Notify TxDOT (using UIR) 2 business days prior to construction	11-25-2007

If your request is approved, you will be required to notify TxDOT 48 hours (2 business days) before you start construction to allow for proper inspection and coordination of work days and traffic control plans. Use the UIR website or contact the inspector listed on the Approval Form for the 48-hour notification. DO NOT start construction until you have coordinated the construction start date and inspection with TxDOT. You are also required to keep a copy of the Approval Form, the Notice of Proposed Installation, and any approved amendments at the job site at all times.

**Requests Currently at TxDOT (0)** [Hide/Show]

Done Internet

If the request is approved, the text under “Action needed” changes to “Request approved. Notify TxDOT (using UIR) 2 business days prior to construction.”



You will also receive an email notification similar to this one. To see the approval form, click on the provided link.

http://impdev.tamu.edu - Pending Request - Microsoft Internet Explorer

File Edit View Favorites Tools Help

**TxDOT - Utility Installation Review (UIR) System**

Home Logged in as **Cesar Quiroga (cquiroga440)** Logout

**SAT20071124114951** Basic Information Event History Conduct Action Go back

**Installation Requests**

- New Request
- My Requests**
- My Office Requests
- My Inst. Owner Requests
- Closed Requests

**Accounts**

- My Account
- TxDOT Contacts
- Installation Owner Contacts
- Manage Accounts
- UIR User Responsibilities

**Reports**

- Reports
- Map

**Other Resources**

- Special Provisions
- Request Checklist
- Feedback
- UIR Help
- TxDOT Manuals

**Basic Information**

Installation Request No.	<b>SAT20071124114951</b>
District Application No.	TE-07-53
Installation Owner Job No.	UTC 2007-01
Applicant Name	Cesar Quiroga
Contact Information	c-quiroga@tamu.edu - 210-731-9938
Installation Owner Name	UIR Utility Testing Company
Office Name	San Antonio Office 1
Proposed Construction Schedule	<b>Begin on: 12-03-2007</b> <b>Finish on: 12-07-2007</b>
Request Type	Regular Installation Request
Installation Purpose	Public Utility Installation
Installation Class	Telephone
Installation Location	Buried
Description	<b>(Revised). This text box contains a detailed description of the proposed installation. Its purpose is to assist the reviewers in understanding the project scope, limits, overall construction approach and/or procedures, and other technical characteristics. This section should also include distances to the closest state highway reference markers, e.g., "Installation starts 357 ft NW of reference marker 0456 and ends 227 ft SW of reference marker 0458." Any text in this section appears on the first page of the installation request document.</b>
Special Comments	This text box is used to provide additional relevant information, e.g., if this request is part of a large project that involves several requests (in this case, the user would list all installation request numbers: SAT20071120083012, SAT20071120100512, and so on).
Notice Printout	<a href="#">View Notice (PDF)</a>   <a href="#">View Notice (HTML)</a>
Approval Form	<a href="#">View Approval Form</a>
Request Checklist	<a href="#">Show Request Checklist Answers</a>

**Attachments**

Attachment	Size (KB)	Attachment (pdf)

When you are ready to start construction, you need to notify TxDOT using UIR at least 2 business days prior to starting construction. To do so, click the request to open it first.

http://impdev.tamu.edu - Pending Request - Microsoft Internet Explorer

File Edit View Favorites Tools Help

**TxDOT - Utility Installation Review (UIR) System**

Home Logged in as **Cesar Quiroga** (cquiroga440) Logout

**SAT20071124114951** Basic Information **Event History** Conduct Action Go back

**Installation Requests** **Statistics** [Show/Hide]

New Request

**My Requests**

My Office Requests

My Inst. Owner Requests

Closed Requests

**Accounts**

My Account

TxDOT Contacts

Installation Owner Contacts

Manage Accounts

UIR User Responsibilities

**Reports**

Reports

Map

**Other Resources**

Special Provisions

Request Checklist

Feedback

UIR Help

TxDOT Manuals

**Event History** [Collapse/Expand]

<b>Event 9</b>	Request approved / Request approved. Notify TxDOT (using UIR) 2 business days prior to construction
When	11/25/2007 10:47:35 AM
By	TTI SATUPA1 (TxDOT, District Maintenance Office) - satupa1
Send to	Cesar Quiroga (UIR Utility Testing Company, San Antonio Office 1) - cquiroga440
Comment	No work on weekends. Restore ROW to original condition.
Approval Form	<a href="#">View Approval Form</a>
<b>Event 8</b>	Review completed / Approve/reject application
When	11/25/2007 10:45:07 AM
By	TTI SATUPO1 (TxDOT, Utility Permit Office) - satupo1
Send to	TTI SATUPA1 (TxDOT, District Maintenance Office) - satupa1
Comment	Approval is recommended.
<b>Event 7</b>	Review completed / Conduct review
When	11/25/2007 10:40:51 AM
By	TTI SATAO1 (TxDOT, Bexar Metro Area Office) - satao1
Send to	TTI SATUPO1 (TxDOT, Utility Permit Office) - satupo1
Comment	No objections from the field office. I would like the inspection to be coordinated with the Bexar Metro Maintenance Section (see above). Also, use the special provisions below.
<b>Event 6</b>	Review completed / Conduct review
When	11/25/2007 10:36:17 AM
By	TTI SATMS1 (TxDOT, Bexar Metro Maintenance Section) - satms1
Send to	TTI SATAO1 (TxDOT, Bexar Metro Area Office) - satao1
Comment	No objections. See attached picture, which shows the project area in more detail.
Attachment 1	<a href="#">Picture 028.jpg</a>

Internet

Review its event history as needed.

http://impdev.tamu.edu - Pending Request - Microsoft Internet Explorer

File Edit View Favorites Tools Help

**TxDOT - Utility Installation Review (UIR) System**

Home Logged in as **Cesar Quiroga** (cquiroga440) Logout

**SAT20071124114951** Basic Information **Event History** Conduct Action Go back

**Installation Requests**

- New Request
- My Requests**
- My Office Requests
- My Inst. Owner Requests
- Closed Requests

**Accounts**

- My Account
- TxDOT Contacts
- Installation Owner Contacts
- Manage Accounts
- UIR User Responsibilities

**Reports**

- Reports
- Map

**Other Resources**

- Special Provisions
- Request Checklist
- Feedback
- UIR Help
- TxDOT Manuals

**Statistics** [Show/Hide]

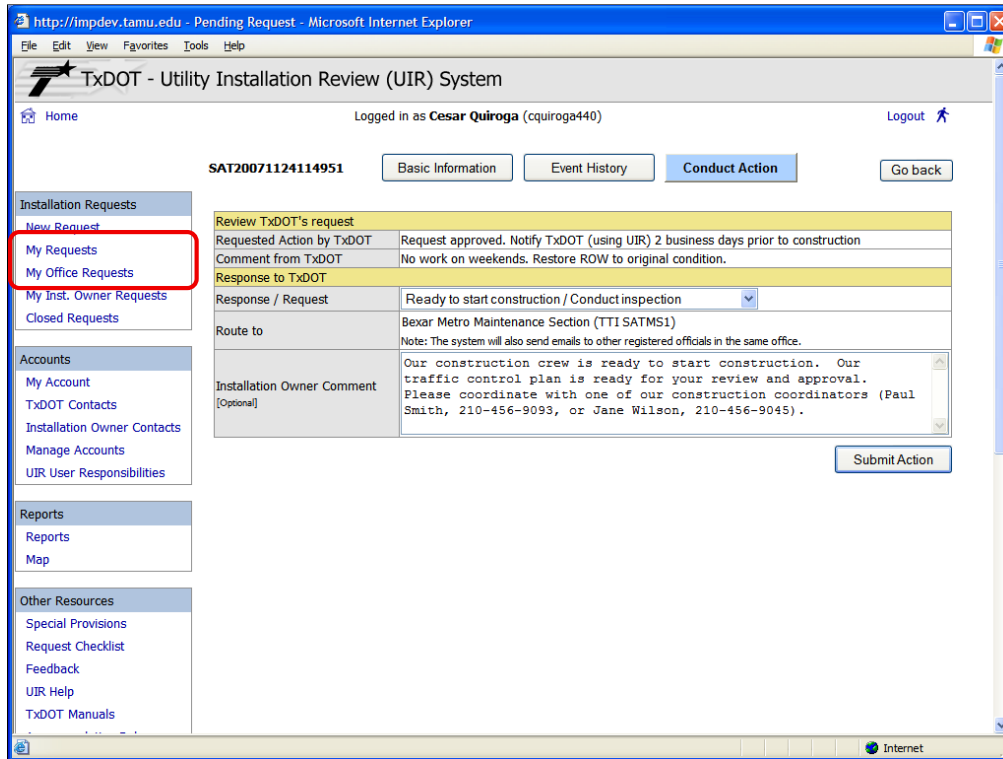
Status	Days	Status	Days	Status	Days
Submitted	0.8	Pre construction-at Installation Owner	0.0	Post construction-at Installation Owner	
Under review-at TxDOT	0.1	Pre construction-at Installation Owner (notify by phone)		Post construction-at TxDOT	
Under review-at TxDOT Total	0.9	Pre construction-Total	0.0	Post construction-Total	
Under review-at Installation Owner	0.0	Amendment-at Installation Owner		Closed	
Under review-Total	0.9	Amendment-at TxDOT			
Days to approve/reject	0.9	Construction			
		Construction stopped-at Installation Owner			
		Construction-Total			

**Event History** [Collapse/Expand]

Status	Events	By	Office Name	Date
Pre-construction	9. Request approved	TTI SATUPA1	TxDOT, District Maintenance Office	11-25-2007
Under review	8. Review completed	TTI SATUP01	TxDOT, Utility Permit Office	11-25-2007
Under review	7. Review completed	TTI SATA01	TxDOT, Bexar Metro Area Office	11-25-2007
Under review	6. Review completed	TTI SATMS1	TxDOT, Bexar Metro Maintenance Section	11-25-2007
Under review	5. Review completed	TTI SATA01	TxDOT, Bexar Metro Area Office	11-25-2007
Under review	4. Review completed	TTI SATUP01	TxDOT, Utility Permit Office	11-25-2007
Under review	3. Submitting revised documentation	Cesar Quiroga	UIR Utility Testing Company, San Antonio Office	11-25-2007
Under review	2. Review partially completed	TTI SATUP01	TxDOT, Utility Permit Office	11-25-2007
Submitted	1. Application submitted	Cesar Quiroga	UIR Utility Testing Company, San Antonio Office	11-24-2007

Done Internet

You can also view the number of days the installation request has spent at different locations through the review process.



On the “Conduct Action” page, select “Ready to start construction / Conduct inspection” and provide information the inspector needs to start the inspection process, including information about the traffic control plan and the name and phone number of a representative of the installation owner in the field. Click the “Submit Action” button to send the notification to TxDOT.

http://impdev.tamu.edu - Installation Owner Home - Microsoft Internet Explorer

File Edit View Favorites Tools Help

**TxDOT - Utility Installation Review (UIR) System**

Home Logged in as **Cesar Quiroga (cquiroga440)** Logout

**Installation Requests**

- New Request
- My Requests**
- My Office Requests
- My Inst. Owner Requests
- Closed Requests

**Accounts**

- My Account
- TxDOT Contacts
- Installation Owner Contacts
- Manage Accounts
- UIR User Responsibilities

**Reports**

- Reports
- Map

**Other Resources**

- Special Provisions
- Request Checklist
- Feedback
- UIR Help
- TxDOT Manuals

**Requests Currently at Installation Owner (0) [Hide/Show]**

**Requests Currently at TxDOT (1) [Hide/Show]**

Installation Owner Job No.	Installation Request No.	Dist. App No.	Maintenance Section	Highway	Status	Last Event
UTC 2007-01	SAT20071124114951	TE-07-53	Bexar Metro	SS0117	Construction	11-25-2007

Done Internet

After notifying TxDOT, UIR updates the status of the proposed installation request to “Construction.” At this point, the applicant can open and view the request, but the “Conduct Action” button is disabled.

http://impdev.tamu.edu - Installation Owner Home - Microsoft Internet Explorer

File Edit View Favorites Tools Help

**TxDOT - Utility Installation Review (UIR) System**

Home Logged in as **Cesar Quiroga** (cquiroga440) Logout

**Installation Requests**

- New Request
- My Requests**
- My Office Requests
- My Inst. Owner Requests
- Closed Requests

**Requests Currently at Installation Owner (1)** [Hide/Show]

Installation Owner Job No.	Installation Request No.	Dist App No.	Maintenance Section	Highway	Action Needed	Last Event
UTC 2007-01	SAT20071124114951	TE-07-53	Bexar Metro	SS0117	Construction completed. Submit as-built certification	11-25-2007

If your request is approved, you will be required to notify TxDOT 48 hours (2 business days) before you start construction to allow for proper inspection and coordination of work days and traffic control plans. Use the UIR website or contact the inspector listed on the Approval Form for the 48-hour notification. DO NOT start construction until you have coordinated the construction start date and inspection with TxDOT. You are also required to keep a copy of the Approval Form, the Notice of Proposed Installation, and any approved amendments at the job site at all times.

**Requests Currently at TxDOT (0)** [Hide/Show]

**Accounts**

- My Account
- TxDOT Contacts
- Installation Owner Contacts
- Manage Accounts
- UIR User Responsibilities

**Reports**

- Reports
- Map

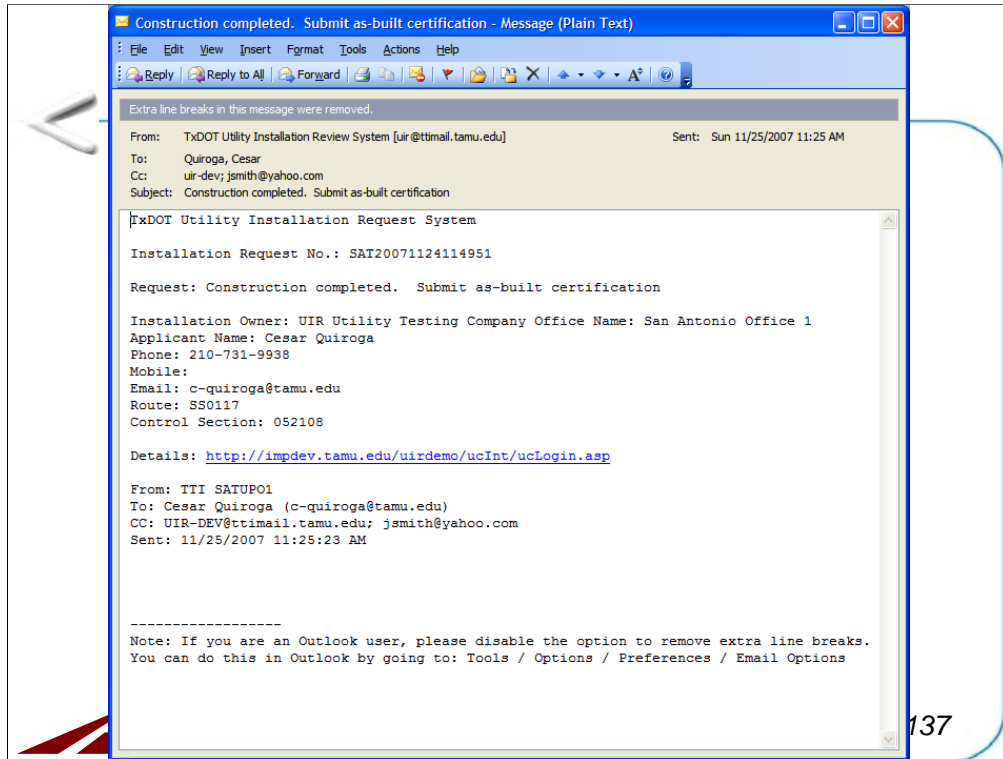
**Other Resources**

- Special Provisions
- Request Checklist
- Feedback
- UIR Help
- TxDOT Manuals

Internet

When the TxDOT inspector has determined that construction has ended and has notified the utility permit office, this office requests an as-built certification from the installation owner user. At this point, the text under “Action Needed” becomes “Construction completed. Submit as-built certification.”





An email will be also sent to the installation user notifying the action needed to finish the request process.

http://impdev.tamu.edu - Pending Request - Microsoft Internet Explorer

File Edit View Favorites Tools Help

**TxDOT - Utility Installation Review (UIR) System**

Home Logged in as **Cesar Quiroga** (cquiroga440) Logout

**SAT20071124114951** Basic Information **Event History** Conduct Action Go back

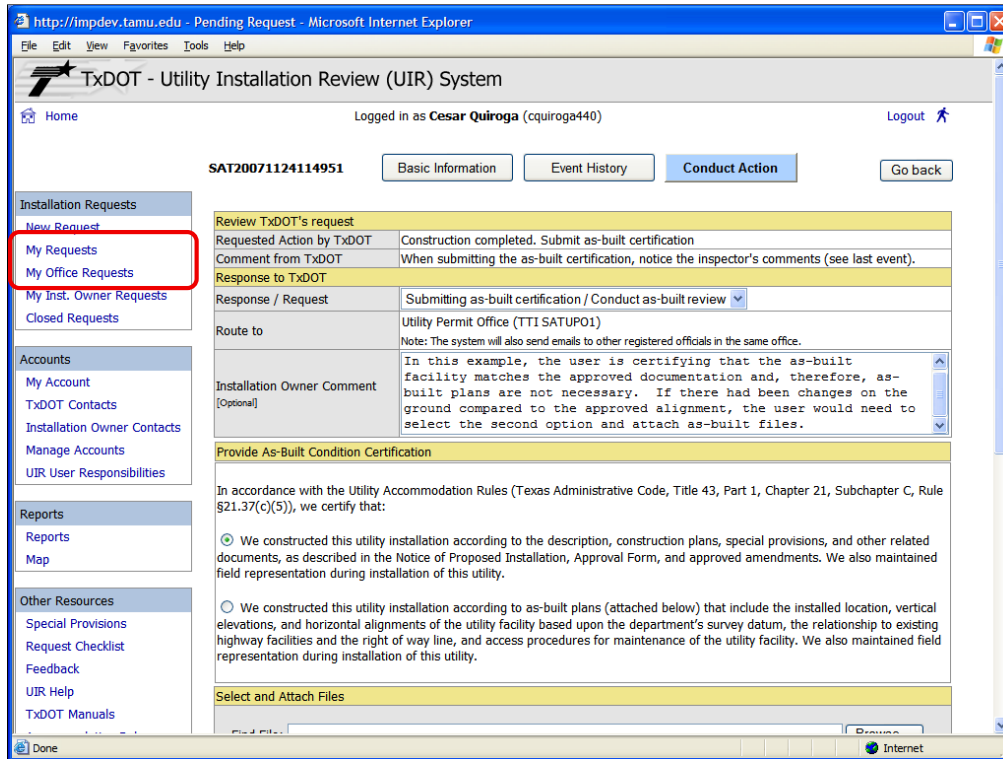
**Statistics** [Show/Hide]

**Event History** [Collapse/Expand]

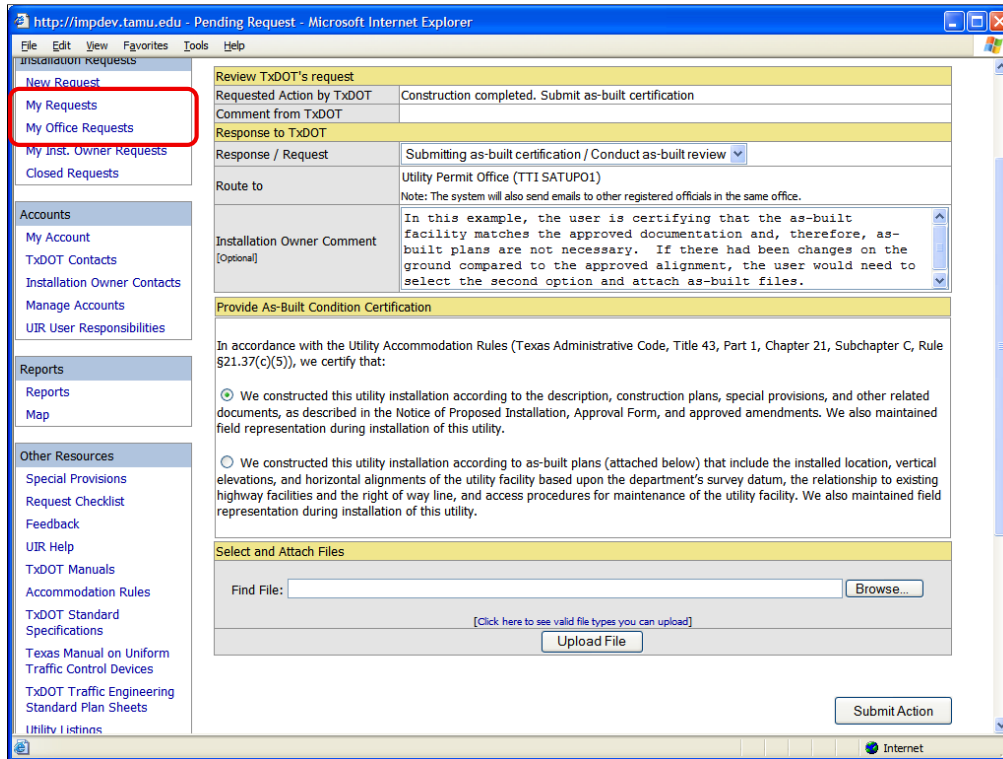
<b>Event 12</b>	Construction completed / Construction completed. Submit as-built certification
When	11/25/2007 11:25:23 AM
By	TTI SATUPO1 (TxDOT, Utility Permit Office) - satupo1
Send to	Cesar Quiroga (UIR Utility Testing Company, San Antonio Office 1) - cquiroga440
Comment	When submitting the as-built certification, notice the inspector's comments (see last event).
<b>Event 11</b>	Construction completed / Conduct post-construction review
When	11/25/2007 11:18:39 AM
By	TTI SATMS1 (TxDOT, Bexar Metro Maintenance Section) - satms1
Send to	TTI SATUPO1 (TxDOT, Utility Permit Office) - satupo1
Comment	Construction ended yesterday. No major incidents reported, although I had to remind the contractor to always have permit request and approval at the job site. Alignment did not change compared to original proposal.
<b>Event 10</b>	Ready to start construction / Conduct inspection
When	11/25/2007 10:57:49 AM
By	Cesar Quiroga (UIR Utility Testing Company, San Antonio Office 1) - cquiroga440
Send to	TTI SATMS1 (TxDOT, Bexar Metro Maintenance Section) - satms1
Comment	Our construction crew is ready to start construction. Our traffic control plan is ready for your review and approval. Please coordinate with one of our construction coordinators (Paul Smith, 210-456-9093, or Jane Wilson, 210-456-9045).
<b>Event 9</b>	Request approved / Request approved. Notify TxDOT (using UIR) 2 business days prior to construction
When	11/25/2007 10:47:35 AM
By	TTI SATUPA1 (TxDOT, District Maintenance Office) - satupa1
Send to	Cesar Quiroga (UIR Utility Testing Company, San Antonio Office 1) - cquiroga440
Comment	No work on weekends. Restore ROW to original condition.

Done Internet

To submit the as-built certification, open the installation request first. Review the event history of the request for any comments from the TxDOT utility permit office.



Click the “Conduct Action” button, then select “Submitting as-built certification / Conduct as-built review,” and provide information the utility permit office needs to validate the as-built documentation.



Scroll down the page, select the as-built condition certification by checking the applicable option. Click “Submit Action” to submit the certification to TxDOT.

http://impdev.tamu.edu - Installation Owner Home - Microsoft Internet Explorer

File Edit View Favorites Tools Help

**TxDOT - Utility Installation Review (UIR) System**

Home Logged in as **Cesar Quiroga** (cquiroga440) Logout

**Installation Requests**

- New Request
- My Requests**
- My Office Requests
- My Inst. Owner Requests
- Closed Requests

**Requests Currently at Installation Owner (0)** [Hide/Show]

**Requests Currently at TxDOT (1)** [Hide/Show]

Installation Owner Job No.	Installation Request No.	Dist. App No.	Maintenance Section	Highway	Status	Last Event
UTC 2007-01	SAT20071124114951	TE-07-53	Bexar Metro	SS0117	Post-construction	11-25-2007

**Accounts**

- My Account
- TxDOT Contacts
- Installation Owner Contacts
- Manage Accounts
- UIR User Responsibilities

**Reports**

- Reports
- Map

**Other Resources**

- Special Provisions
- Request Checklist
- Feedback
- UIR Help
- TxDOT Manuals

Done Internet

At this point, the status of the request changes to “Post-construction.”

http://impdev.tamu.edu - TxDOT - All District Requests - Microsoft Internet Explorer

File Edit View Favorites Tools Help

**TxDOT - Utility Installation Review (UIR) System**

Home Logged in as **Cesar Quiroga** (cquiroga440) Logout

My Requests Office Requests Inst. Owner Requests

**Installation Requests**

- New Request
- My Requests
- My Office Requests
- My Inst. Owner Requests
- Closed Requests**

**Accounts**

- My Account
- TxDOT Contacts
- Installation Owner Contacts
- Manage Accounts
- UIR User Responsibilities

**Reports**

- Reports
- Map

**Other Resources**

- Special Provisions
- Request Checklist
- Feedback
- UIR Help
- TxDOT Manuals

**Applicant Closed Requests**

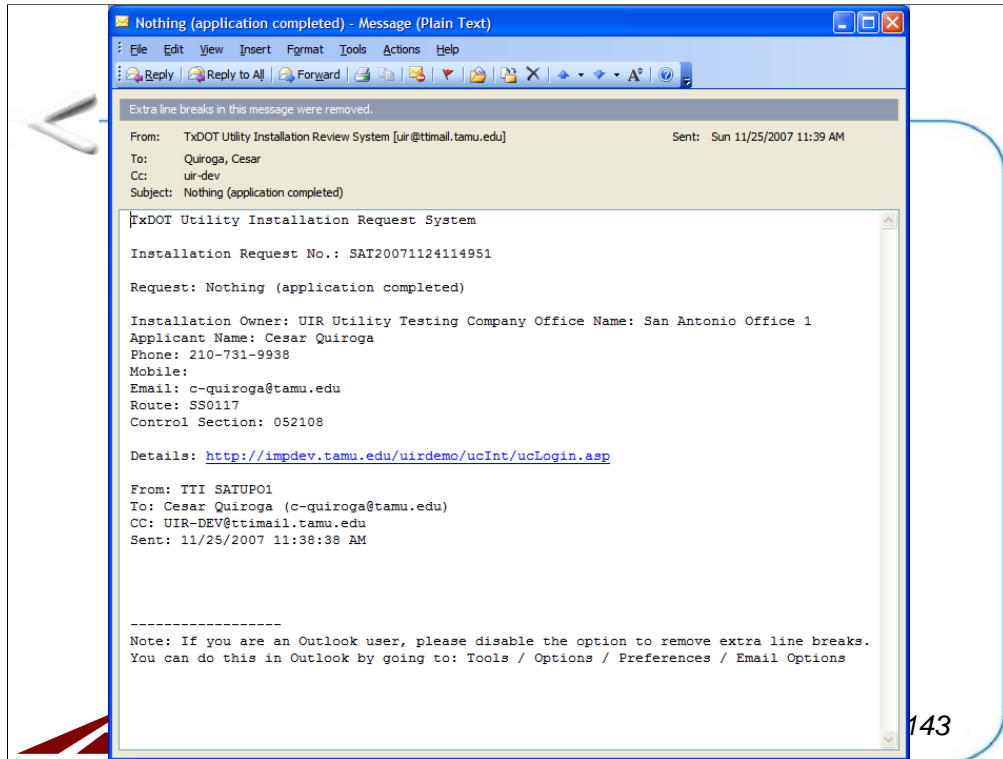
Applicant Name	Requests Currently at TxDOT	Requests Currently at Installation Owner
Cesar Quiroga	1	0

Search by Installation Request No.  Go

**Requests Currently at TxDOT (1)** [Hide/Show]

Installation Owner Job No.	Installation Request No.	Maintenance Section	Highway	Office Name	Currently at	Action Needed	Last Event
UTC 2007-01	SAT20071124114951	Bexar Metro	SS0117	San Antonio Office 1	Closed Permit Box	Nothing (application completed)	11-25-2007

After TxDOT approves the as-built certification and moves the request to the closed permit box, the request can be accessed at any time by clicking the “Closed Requests” link.



An email is sent to the utility installation owner to notify the completion of the process.

http://impdev.tamu.edu - Pending Request - Microsoft Internet Explorer

File Edit View Favorites Tools Help

**TxDOT - Utility Installation Review (UIR) System**

Home Logged in as **Cesar Quiroga** (cquiroga440) Logout

**SAT20071124114951** Basic Information **Event History** Conduct Action Go back

**Statistics** [Show/Hide]

**Event History** [Collapse/Expand]

Status	Events	By	Office Name	Date
Completed	14. Process completed	TTI SATUP01	TxDOT, Utility Permit Office	11-25-2007
Post-construction	13. Submitting as-built certification	Cesar Quiroga 1	UIR Utility Testing Company, San Antonio Office	11-25-2007
Post-construction	12. Construction completed	TTI SATUP01	TxDOT, Utility Permit Office	11-25-2007
Post-construction	11. Construction completed	TTI SATMS1	TxDOT, Bexar Metro Maintenance Section	11-25-2007
Construction	10. Ready to start construction	Cesar Quiroga 1	UIR Utility Testing Company, San Antonio Office	11-25-2007
Pre-construction	9. Request approved	TTI SATUPA1	TxDOT, District Maintenance Office	11-25-2007
Under review	8. Review completed	TTI SATUP01	TxDOT, Utility Permit Office	11-25-2007
Under review	7. Review completed	TTI SATAO1	TxDOT, Bexar Metro Area Office	11-25-2007
Under review	6. Review completed	TTI SATMS1	TxDOT, Bexar Metro Maintenance Section	11-25-2007
Under review	5. Review completed	TTI SATAO1	TxDOT, Bexar Metro Area Office	11-25-2007
Under review	4. Review completed	TTI SATUP01	TxDOT, Utility Permit Office	11-25-2007
Under review	3. Submitting revised documentation	Cesar Quiroga 1	UIR Utility Testing Company, San Antonio Office	11-25-2007
Under review	2. Review partially completed	TTI SATUP01	TxDOT, Utility Permit Office	11-25-2007
Submitted	1. Application submitted	Cesar Quiroga 1	UIR Utility Testing Company, San Antonio Office	11-24-2007

Installation Requests  
 New Request  
 My Requests  
 My Office Requests  
 My Inst. Owner Requests  
 Closed Requests

Accounts  
 My Account  
 TxDOT Contacts  
 Installation Owner Contacts  
 Manage Accounts  
 UIR User Responsibilities

Reports  
 Reports  
 Map

Other Resources  
 Special Provisions  
 Request Checklist  
 Feedback  
 UIR Help  
 TxDOT Manuals

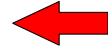
Internet

At any point, you can open the request to view the event history. Note that you cannot conduct any action on it since it is closed now.



## Sample UIR Screens

- Utility company user interface
- TxDOT user interface



## TxDOT User Interface

- Accessing UIR
  - ✓ Client system requirements
  - ✓ Login to UIR
  - ✓ Password and login ID retrieval
  - ✓ Cookies, Outlook, and printing with IE
- Navigating UIR
- Submitting and processing requests

The sample slides follow the same structure as the UIR user manual.

## User System Requirements

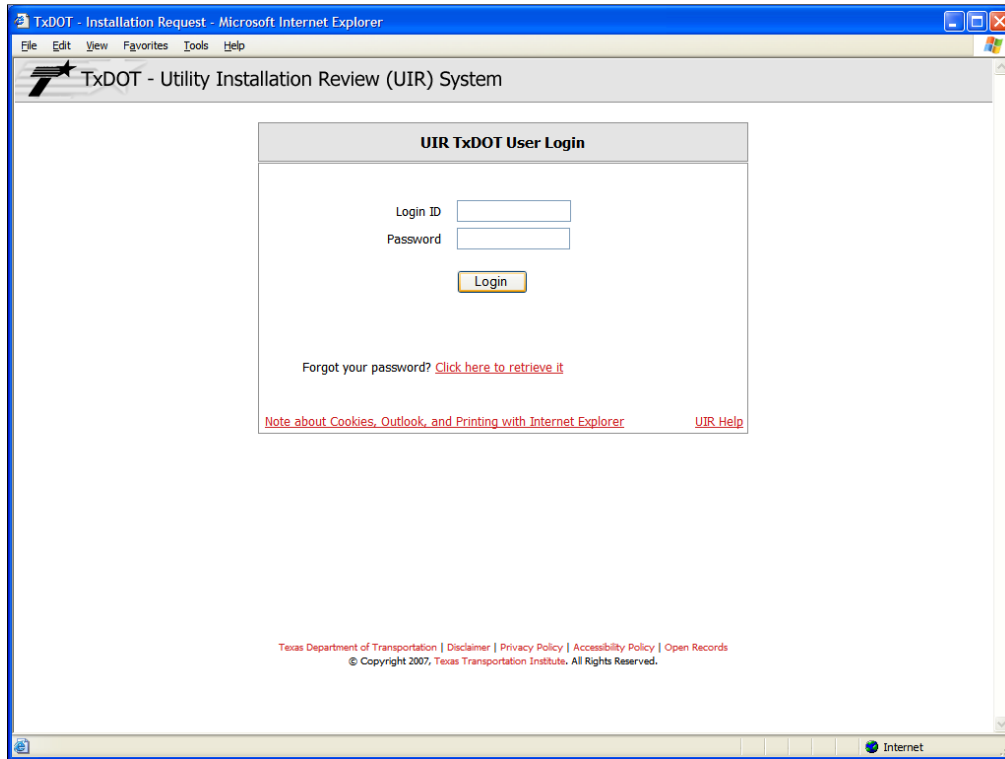
- Desktop/Laptop with Pentium Processor or higher
- Internet Explorer 6.0
- Adobe Acrobat Reader 6.0
- Internet connection
- Email account
- UIR active account

To use UIR, use a desktop or laptop computer with at least the following specifications:

1. desktop or laptop computer running Windows XP with Service Pack 2 (SP2),
2. 256 MB of RAM,
3. Microsoft Internet Explorer (IE) 6.0 with SP2,
4. portable document format (PDF) reader such as Adobe Acrobat Reader 6.0, and
5. Internet connection.

There is no need to install any special client-side software to run UIR. However, you will need a valid, active UIR account to access the system and an email address to receive automated alert emails from the system.

UIR runs on Internet Explorer web browsers (at least version 6 SP2). UIR does not run properly on non-IE browsers (such as Mozilla Firefox).



This is the login page on the TxDOT side.

## TxDOT User Interface

- Accessing UIR
- Navigating UIR
  - ✓ Screen structure and menu options
  - ✓ Installation requests
  - ✓ Accounts
  - ✓ Reports
  - ✓ Database tools
  - ✓ Other resources
- Submitting and processing requests

The sample slides follow the same structure as the UIR user manual.

http://impdev.tamu.edu - TxDOT - Home - Microsoft Internet Explorer

File Edit View Favorites Tools Help

**TxDOT - Utility Installation Review (UIR) System**

Home Logged in as TTI SATUP01 (satupo1) Logout

**Installation Requests**

- My Requests**
- My Office Requests
- My District Requests
- Approved Requests
- Closed Requests

**Accounts**

- My Account
- TxDOT Contacts
- Installation Owner Contacts
- Manage Inst. Owner Accts

**Reports**

- Reports
- Map

**Database Tools**

- Incomplete Requests
- Purge Request
- Rollback Request

**Other Resources**

- Special Provisions
- Request Checklist

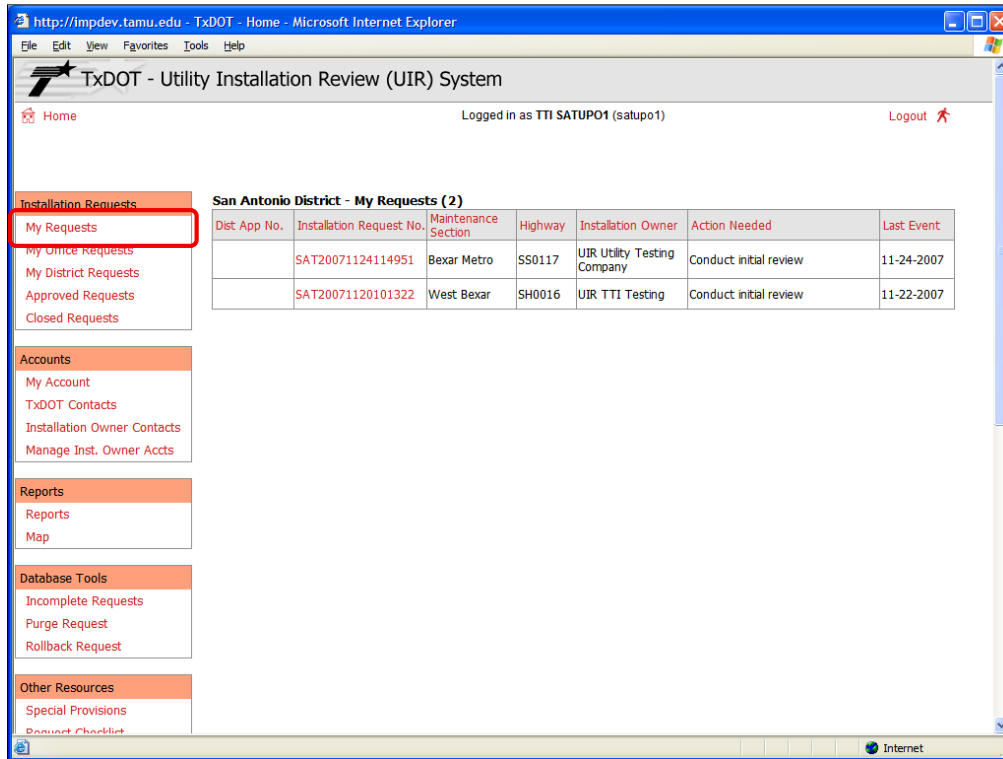
**New Installation Owner offices/users waiting to be approved (1). Click here to review.**

**San Antonio District - My Requests (1)**

Dist App No.	Installation Request No.	Maintenance Section	Highway	Installation Owner	Action Needed	Last Event
	SAT20071120101322	West Bexar	SH0016	UIR TTI Testing	Conduct initial review	11-22-2007

A TxDOT utility permit office user with administrative privileges may approve the new installation owner user account. This is the home page of a TxDOT utility permit office user. When there are applications for new installation owner user accounts, a notification will be displayed at the top of this page.

Click the link to list the new user account applications.



This is the home page for a TxDOT user. You can always return to it by clicking on the “Home” button on the top left corner or the “My Requests” link on the left side. Click on “Logout” on the upper right corner to log out of the system.

On the left side, you can find the menu area that includes the following menu boxes:

1. Installation Requests: where you can review your assigned requests, your office requests, or all district requests;
2. Accounts: where you can review and update your account information as well as manage your contacts;
3. Reports: where you can create reports of requests or view the map feature;
4. Database Tools (for administrators only): where tools are available for view incomplete requests, purging requests, and rollbacking requests; and
5. Other Resources: where you can have access to many handy resources such as manuals, provisions, and the help system.

In the center of the page, you can find your Main Information area where you can view utility installation requests. To review an installation request, click on the request number in the center of the screen.

http://impdev.tamu.edu - TxDOT - Home - Microsoft Internet Explorer

File Edit View Favorites Tools Help

**TxDOT - Utility Installation Review (UIR) System**

Home Logged in as TTI SATUP01 (satupo1) Logout

**Installation Requests**

- My Requests
- My Office Requests**
- My District Requests
- Approved Requests
- Closed Requests

**San Antonio District - My Office Requests (2)**

Dist App No.	Installation Request No.	Maintenance Section	Highway	Installation Owner	Action Needed	Last Event
	SAT20071124114951	Bexar Metro	SS0117	UIR Utility Testing Company	Conduct initial review	11-24-2007
	SAT20071120101322	West Bexar	SH0016	UIR TTI Testing	Conduct initial review	11-22-2007

**Accounts**

- My Account
- TxDOT Contacts
- Installation Owner Contacts
- Manage Inst. Owner Accts

**Reports**

- Reports
- Map

**Database Tools**

- Incomplete Requests
- Purge Request
- Rollback Request

**Other Resources**

- Special Provisions
- Request Checklist

Internet

A list of all requests that have been submitted to your office can be viewed by clicking the “My Office Requests” menu.



http://impdev.tamu.edu - TxDOT - All District Requests - Microsoft Internet Explorer

File Edit View Favorites Tools Help

**TxDOT - Utility Installation Review (UIR) System**

Home Logged in as **TTI.SATUPO1 (satupo1)** Logout

**Installation Requests**

- My Requests
- My Office Requests
- My District Requests**
- Approved Requests
- Closed Requests

**Accounts**

- My Account
- TxDOT Contacts
- Installation Owner Contacts
- Manage Inst. Owner Accts

**Reports**

- Reports
- Map

**Database Tools**

- Incomplete Requests
- Purge Request
- Rollback Request

**Other Resources**

- Special Provisions
- Request Checklist

**San Antonio District - My District Requests**

Maintenance Section [ID]	Requests currently at TxDOT	Requests currently at Installation Owner
Bexar Metro [10]	1	0
Northeast [15]	1	1
West Bexar [17]	1	0
<b>All Maintenance Sections</b>	<b>3</b>	<b>1</b>

Search by

You can also click “My District Requests” to view all requests within your home district. To view requests either currently at TxDOT or at installation owner for any maintenance section, click the number at the corresponding cell.

http://impdev.tamu.edu - TxDOT - All District Requests - Microsoft Internet Explorer

File Edit View Favorites Tools Help

**TxDOT - Utility Installation Review (UIR) System**

Home Logged in as **TTI.SATUPO1 (satup01)** Logout

**Installation Requests**

- My Requests
- My Office Requests
- My District Requests**
- Approved Requests
- Closed Requests

**Accounts**

- My Account
- TxDOT Contacts
- Installation Owner Contacts
- Manage Inst. Owner Accts

**Reports**

- Reports
- Map

**Database Tools**

- Incomplete Requests
- Purge Request
- Rollback Request

**Other Resources**

- Special Provisions
- Request Checklist

**San Antonio District - My District Requests**

Maintenance Section [ID]	Requests currently at TxDOT	Requests currently at Installation Owner
Bexar Metro [10]	1	0
Northeast [15]	1	1
West Bexar [17]	1	0
<b>All Maintenance Sections</b>	<b>3</b>	<b>1</b>

Search by Installation Request No.  Go

**Requests Currently at TxDOT (3)** [Hide/Show]

Dist App No.	Installation Request No.	Maintenance Section	Highway	Installation Owner	Currently at	Action Needed	Last Event
erwt	SAT20071120085011	Northeast	SL0368	UIR TTI Testing	District Maintenance Office	Approve/reject application	11-21-2007
	SAT20071120101322	West Bexar	SH0016	UIR TTI Testing	Utility Permit Office	Conduct initial review	11-22-2007
	SAT20071124114951	Bexar Metro	SS0117	UIR Utility Testing Company	Utility Permit Office	Conduct initial review	11-24-2007

Internet

For example, the requests for all maintenance sections currently at TxDOT can be displayed by clicking the number “3.”

**San Antonio District - My District Requests**

Maintenance Section [ID]	Requests currently at TxDOT	Requests currently at Installation Owner
Bexar Metro [10]	1	0
Northeast [15]	1	1
West Bexar [17]	1	0
<b>All Maintenance Sections</b>	<b>3</b>	<b>1</b>

**Requests Currently at TxDOT (3)** [Hide/Show]

Dist App No.	Installation Request No.	Maintenance Section	Highway	Control Section	Action Needed	Last Event
erwt	SAT20071120085011	Northeast	SL0368		approve/reject application	11-21-2007
	SAT20071120101322	West Bexar	SH0016		conduct initial review	11-22-2007
	SAT20071124114951	Bexar Metro	SS0117	Utility Permit Office	Conduct initial review	11-24-2007

Search by: Installation Request No. [dropdown] [input] [Go]

Dropdown menu options:  
 Installation Request No.  
 District Application No.  
 Installation Owner Application No.  
 Installation Owner Name  
 Applicant Name  
 Highway  
 Control Section  
 Submission Date  
 Approval Date  
 Last Event Date  
 Testing Company

As available on the installation owner interface, specific requests can be also located using the search tool available in the UIR system. This tool enables users to search for requests by:

- installation request number,
- district application number,
- installation owner application number,
- applicant name,
- installation highway,
- control section,
- submission date,
- approval date, or
- last event date.

San Antonio District - My District Requests

Maintenance Section [ID]	Requests currently at TxDOT	Requests currently at Installation Owner
Bexar Metro [10]	1	0
Northeast [15]	1	1
West Bexar [17]	1	0
<b>All Maintenance Sections</b>	<b>3</b>	<b>1</b>

Search by

**Requests Currently at TxDOT (1)** [\[Hide/Show\]](#)

Dist App No.	Installation Request No.	Maintenance Section	Highway	Installation Owner	Currently at	Action Needed	Last Event
	SAT20071124114951	Bexar Metro	SS0117	UIR Utility Testing Company	Utility Permit Office	Conduct initial review	11-24-2007

For example, to search a request that contains “4951” in its request number, select “Installation Request No.” in the drop-down list, type in “4951,” and then click the “Go” button. The system will list all requests that have “4951” in their request numbers.

http://impdev.tamu.edu - TxDOT - All District Requests - Microsoft Internet Explorer

File Edit View Favorites Tools Help

**TxDOT - Utility Installation Review (UIR) System**

Home Logged in as **TTI.SATUPO1 (satup01)** Logout

**Installation Requests**

[My Requests](#)

[My Office Requests](#)

[My District Requests](#)

[Approved Requests](#)

[Closed Requests](#)

**San Antonio District - My District Requests**

Maintenance Section [ID]	Requests currently at TxDOT	Requests currently at Installation Owner
Bexar Metro [10]	1	0
Northeast [15]	1	1
West Bexar [17]	1	0
<b>All Maintenance Sections</b>	<b>3</b>	<b>1</b>

Search by

**Requests Currently at TxDOT (3)** [\[Hide/Show\]](#)

Dist App No.	Installation Request No.	Maintenance Section	Highway	Installation Owner	Currently at	Action Needed	Last Event
erwt	SAT20071120085011	Northeast	SL0368	UIR TTI Testing	District Maintenance Office	Approve/reject application	11-21-2007
	SAT20071120101322	West Bexar	SH0016	UIR TTI Testing	Utility Permit Office	Conduct initial review	11-22-2007
	SAT20071124114951	Bexar Metro	SS0117	UIR Utility Testing Company	Utility Permit Office	Conduct initial review	11-24-2007

**Requests Currently at Installation Owner (1)** [\[Hide/Show\]](#)

Dist App No.	Installation Request No.	Maintenance Section	Highway	Installation Owner	Action Needed	Last Event
gh	SAT20071121195245	Northeast	IH0010	UIR Demonstration	Request approved. Notify TxDOT (using UIR) 2 business days prior to construction	11-21-2007

**Accounts**

[My Account](#)

[TxDOT Contacts](#)

[Installation Owner Contacts](#)

[Manage Inst. Owner Accts](#)

**Reports**

[Reports](#)

[Map](#)

**Database Tools**

[Incomplete Requests](#)

[Purge Request](#)

[Rollback Request](#)

**Other Resources**

[Special Provisions](#)

[Request Checklist](#)

You can also search for requests whose request number contains "SAT." This search will produce a list of all requests that are submitted in the TxDOT San Antonio District.

http://impdev.tamu.edu - TxDOT - All District Requests - Microsoft Internet Explorer

File Edit View Favorites Tools Help

**TxDOT - Utility Installation Review (UIR) System**

Home Logged in as **TTI.SATUPO1 (satupo1)** Logout

**Installation Requests**

[My Requests](#)

[My Office Requests](#)

[My District Requests](#)

[Approved Requests](#)

[Closed Requests](#)

**San Antonio District - My District Requests**

Maintenance Section [ID]	Requests currently at TxDOT	Requests currently at Installation Owner
Bexar Metro [10]	1	0
Northeast [15]	1	1
West Bexar [17]	1	0
<b>All Maintenance Sections</b>	<b>3</b>	<b>1</b>

Search by

**Requests Currently at TxDOT (1)** [\[Hide/Show\]](#)

Dist App No.	Installation Request No.	Maintenance Section	Highway	Installation Owner	Currently at	Action Needed	Last Event
	SAT20071124114951	Bexar Metro	SS0117	UIR Utility Testing Company	Utility Permit Office	Conduct initial review	11-24-2007

**Accounts**

[My Account](#)

[TxDOT Contacts](#)

[Installation Owner Contacts](#)

[Manage Inst. Owner Accts](#)

**Reports**

[Reports](#)

[Map](#)

**Database Tools**

[Incomplete Requests](#)

[Purge Request](#)

[Rollback Request](#)

**Other Resources**

[Special Provisions](#)

[Request Checklist](#)

Another example is to search for requests with the last event date of 11/24/07.

http://impdev.tamu.edu - TxDOT - All District Requests - Microsoft Internet Explorer

File Edit View Favorites Tools Help

**TxDOT - Utility Installation Review (UIR) System**

Home Logged in as **TTI.SATUPO1** (satupo1) Logout

**Installation Requests**

- My Requests
- My Office Requests
- My District Requests
- Approved Requests
- Closed Requests**

**San Antonio District - Closed Requests**

Maintenance Section [ID]	Requests currently at TxDOT	Requests currently at Installation Owner
Northeast [15]	1	0
<b>All Maintenance Sections</b>	<b>1</b>	<b>0</b>

Search by Installation Request No.  Go

**Requests Currently at TxDOT (1)** [Hide/Show]

Dist App No.	Installation Request No.	Maintenance Section	Highway	Installation Owner	Currently at	Action Needed	Last Event
264334	SAT20071120100755	Northeast	SL0368	UIR Demonstration	Closed Permit Box	Nothing (application completed)	11-21-2007

**Accounts**

- My Account
- TxDOT Contacts
- Installation Owner Contacts
- Manage Inst. Owner Accts

**Reports**

- Reports
- Map

**Database Tools**

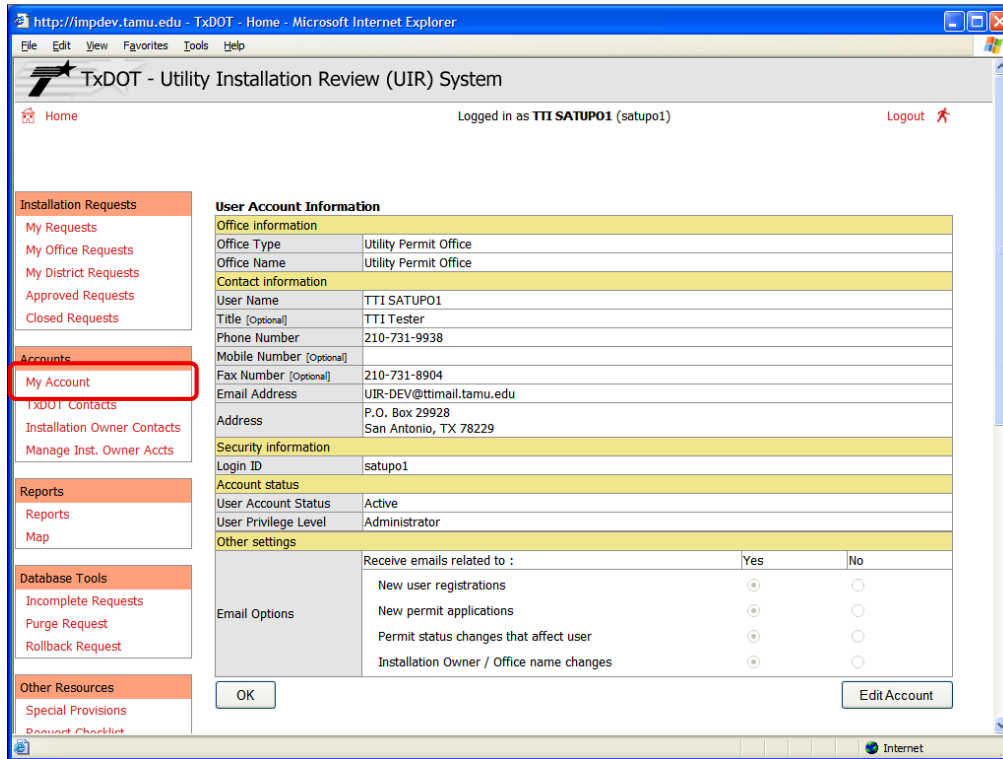
- Incomplete Requests
- Purge Request
- Rollback Request

**Other Resources**

- Special Provisions
- Request Checklist

Internet

Similar to “My District Requests,” the approved requests and closed requests can be displayed by clicking the “Approved Requests” and “Closed Requests” links, respectively.



In the “Accounts” menu box, there are several tools available for TxDOT users. These tools include:

- My Account: where a user can view and edit his/her account information;
- TxDOT Contacts: where a user can view the contact information of the TxDOT users registered with the UIR system;
- Installation Owner Contacts: where a user can view the contact information of the installation owner users registered with the UIR system; and
- Manage Installation Owner Accounts (only available to TxDOT users with administrative privilege): where a user can review and edit the account information of an installation owner user.

Click “My Account” to display your account information. To edit the account, click the “Edit Account” button. Otherwise, click “OK.”



http://impdev.tamu.edu - TxDOT - Home - Microsoft Internet Explorer

File Edit View Favorites Tools Help

**Installation Requests**

My Requests

My Office Requests

My District Requests

Approved Requests

Closed Requests

---

**Accounts**

**My Account**

TxDOT Contacts

Installation Owner Contacts

Manage Inst. Owner Accts

---

**Reports**

Reports

Map

---

**Database Tools**

Incomplete Requests

Purge Request

Rollback Request

---

**Other Resources**

Special Provisions

Request Checklist

Feedback

UIR Help

TxDOT Manuals

Accommodation Rules

**Edit User Account**

**Office information**

Office Type: Utility Permit Office

Office Name: Utility Permit Office

**Provide contact information**

User Name: First TTI Last SATUP01

Title [Optional]: TTI Tester

Phone Number: 210 - 731 - 9938

Mobile Number [Optional]: - -

Fax Number [Optional]: 210 - 731 - 8904

Email Address: UIR-DEV@tmail.tamu.edu

Address: Street P.O. Box 29928

City: San Antonio Texas 78229

**Provide security information**

Login ID: satup01 4-15 characters. Letters or numbers only

Password: -- not displayed -- [Show Change Password](#)

**Select or confirm account status**

User Account Status: Active

User Privilege Level: Administrator

**Select or confirm other settings**

Receive emails related to :	Yes	No
New user registrations	<input checked="" type="radio"/>	<input type="radio"/>
New permit applications	<input checked="" type="radio"/>	<input type="radio"/>
Permit status changes that affect user	<input checked="" type="radio"/>	<input type="radio"/>
Installation Owner / Office name changes	<input checked="" type="radio"/>	<input type="radio"/>

Email Options

Make the necessary changes, and then click the “Update Account” button to apply the changes. Otherwise, click “Cancel Edits.”

Registered TxDOT Offices in San Antonio District

Office Type	Office Name	First Name	Last Name	Title	User Status	User Privilege
Area Office	Bexar 410	Aerasdf	Testes	asdf	Active	User
Area Office	Bexar 410	Larry	Coyle	Assistant Area Engineer	Active	User
Area Office	Bexar 410	Rueben	Martinez	Utility & Driveway Inspector	Active	User
Area Office	Bexar Metro	Gina	Gallegos	Area Engineer	Active	User
Area Office	Bexar Metro	John	Gianotti	Construction Engineer	Active	User
Area Office	Bexar Metro	TTI	SATAO1	TTI Tester	Active	Administrator
Area Office	Hondo	Carl	Friesenhahn	Area Engineer	Active	User
Area Office	Hondo	Claude	Cosgrove	Design Project Coordinator	Active	User
Area Office	Hondo	Gregory	Biediger	Asst. Area Engineer	Active	User
Area Office	Kerville	Dale	Stein	Area Engineer	Inactive	User
Area Office	Kerville	Michael	Coward	Area Engineer	Active	User
Area Office	New Braunfels	Cary	Lloyd		Active	User
Area Office	New Braunfels	Greg	Malatek	Area	Active	User
Area Office	New Braunfels	Gregory	Malatek	Area Engineer	Active	User
Area Office	New Braunfels	Laquetta	Kopp	Asst Area Engineer	Active	User
Area Office	New Braunfels	Tammy	Haecker		Active	User
Area Office	Seguin	Greg	Malatek	Area Engineer	Active	User
Area Office	Seguin	Gregory	Malatek	Area Engineer	Active	User
Area Office	Seguin	Mark	Harris		Active	User
Closed Permit Box	Closed Permit Box	System Will Notify	Applicant	Closed Permit Box	Active	User
Design	CCMO/Special Design	Baldomero	Ollerbidez	Utility Coordinator	Permanently Inactive	User

Click the “TxDOT Contacts” menu option in the “Accounts” menu to view the contact information of TxDOT users by district.

By default, the page displays the TxDOT users registered in the same district. Select another district from the drop-down list at the top of the page to list TxDOT officials in that district.

http://impdev.tamu.edu - TxDOT - Home - Microsoft Internet Explorer

File Edit View Favorites Tools Help

**TxDOT - Utility Installation Review (UIR) System**

Home Logged in as **TTI SATUPO1 (satup01)** Logout

**Registered TxDOT Offices in** San Antonio District

Office Type	Office Name	First Name	Last Name	Title	User Status	User Privilege
Area Office	Bexar 410	Aerasdf	Testes	asdf	Active	User
Area Office	Bexar 410	Larry	Coyle	Assistant Area Engineer	Active	User
Area Office	Bexar 410	Rueben	Martinez	Utility & Driveway Inspector	Active	User
Area Office	Bexar Metro	Gina	Gallegos	Area Engineer	Active	User
Area Office	Bexar Metro	John	Gianotti	Construction Engineer	Active	User
Area Office	Bexar Metro	TTI	SATAO1	TTI Tester	Active	Administrator
		Name	TTI SATAO1			
		Title	TTI Tester			
		Office address	9320 SE Loop 410 San Antonio, TX 78223			
		Phone	210-731-9938			
		Fax [Optional]				
		Email	SATAO1@ttimail.tamu.edu			
Area Office	Hondo	Carl	Friesenhahn	Area Engineer	Active	User
Area Office	Hondo	Claude	Cosgrove	Design Project Coordinator	Active	User
Area Office	Hondo	Gregory	Biediger	Asst. Area Engineer	Active	User
Area Office	Kerrville	Dale	Stein	Area Engineer	Inactive	User
Area Office	Kerrville	Michael	Coward	Area Engineer	Active	User
Area Office	New Braunfels	Cary	Lloyd		Active	User
Area Office	New Braunfels	Greg	Malatek	Area	Active	User
Area Office	New Braunfels	Gregory	Malatek	Area Engineer	Active	User

Close

Installation Requests  
My Requests  
My Office Requests  
My District Requests  
Approved Requests  
Closed Requests

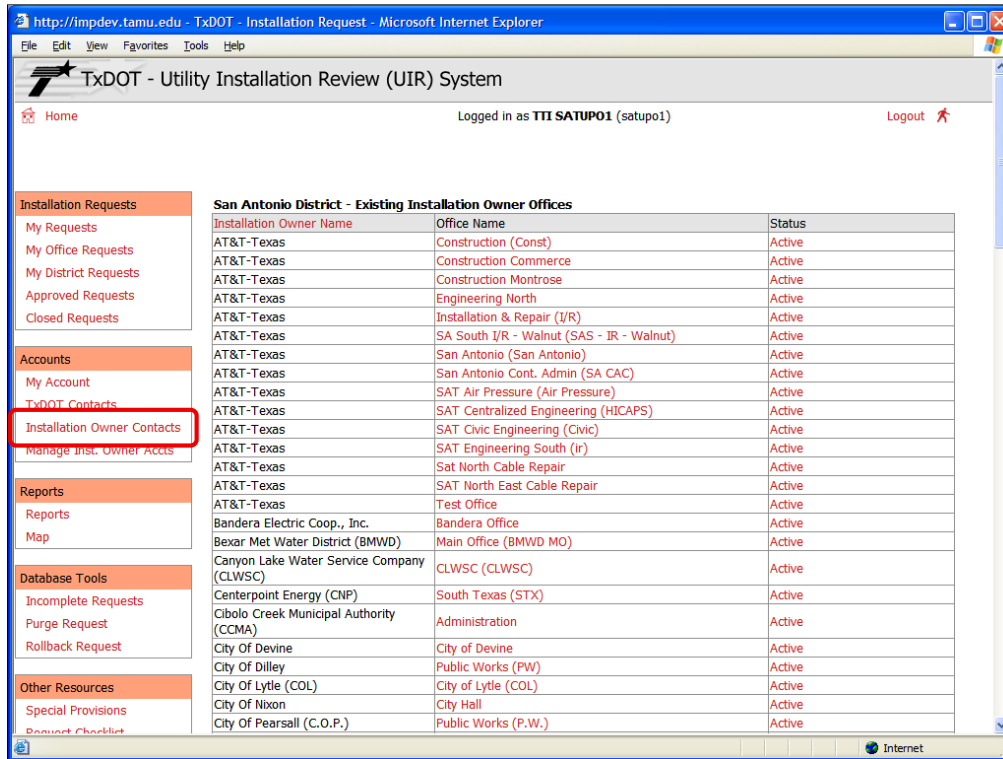
Accounts  
My Account  
**TxDOT Contacts**  
Installation Owner Contacts  
Manage Inst. Owner Accts

Reports  
Reports  
Map

Database Tools  
Incomplete Requests  
Purge Request  
Rollback Request

Other Resources  
Special Provisions  
Request Checklist

Clicking the name of a user expands the page for more detailed contact information.



There are two views of installation owner user accounts under “Accounts”:

**Installation Owner Contacts (this slide):** This is a read-only view, which allows TxDOT users to click on individual offices to see a listing of registered users in the system. Every UIR user (both TxDOT and utility companies) has access to this view.

**Manage Installation Owner Accounts (next slide):** This is an editable view of installation owner accounts, which only certain TxDOT users with an administrative privilege can access.

http://impdev.tamu.edu - TxDOT - Installation Request - Microsoft Internet Explorer

File Edit View Favorites Tools Help

**TxDOT - Utility Installation Review (UIR) System**

Home Logged in as **TTI.SATUPO1** (satup01) Logout

**Installation Requests**

- My Requests
- My Office Requests
- My District Requests
- Approved Requests
- Closed Requests

**Accounts**

- My Account
- TxDOT Contacts
- Installation Owner Contacts
- Manage Inst. Owner Accts**

**Reports**

- Reports
- Map

**Database Tools**

- Incomplete Requests
- Purge Request
- Rollback Request

**Other Resources**

- Special Provisions
- Request Checklist

**Approve/Reject New Installation Owner User Account**

Installation Owner Name	Office Name	Application Date
UIR Utility Testing Company	San Antonio Office 1	11/24/2007 10:58:24 AM

**San Antonio District - Existing Installation Owner Offices**

Installation Owner Name	Office Name	Status
AT&T-Texas	Construction (Const)	Active
AT&T-Texas	Construction Commerce	Active
AT&T-Texas	Construction Montrose	Active
AT&T-Texas	Engineering North	Active
AT&T-Texas	Installation & Repair (I/R)	Active
AT&T-Texas	SA South I/R - Walnut (SAS - IR - Walnut)	Active
AT&T-Texas	San Antonio (San Antonio)	Active
AT&T-Texas	San Antonio Cont. Admin (SA CAC)	Active
AT&T-Texas	SAT Air Pressure (Air Pressure)	Active
AT&T-Texas	SAT Centralized Engineering (HICAPS)	Active
AT&T-Texas	SAT Civic Engineering (Civic)	Active
AT&T-Texas	SAT Engineering South (ir)	Active
AT&T-Texas	Sat North Cable Repair	Active
AT&T-Texas	SAT North East Cable Repair	Active
AT&T-Texas	Test Office	Active
Bandera Electric Coop., Inc.	Bandera Office	Active
Bexar Met Water District (BMWD)	Main Office (BMWD MO)	Active
Canyon Lake Water Service Company (CLWSC)	CLWSC (CLWSC)	Active
Centerpoint Energy (CNP)	South Texas (STX)	Active
Cibolo Creek Municipal Authority (CCMA)	Administration	Active

Clicking “Manage Inst. Owner Accts” displays a listing of installation owner offices and, as appropriate, a listing of new accounts waiting to be reviewed and approved.

For example, click on the new pending account.

http://impdev.tamu.edu - TxDOT - Installation Request - Microsoft Internet Explorer

File Edit View Favorites Tools Help

**TxDOT - Utility Installation Review (UIR) System**

Home Logged in as **TTI.SATUPO1 (satup01)** Logout

**Installation Requests**

- My Requests
- My Office Requests
- My District Requests
- Approved Requests
- Closed Requests

**Accounts**

- My Account
- TxDOT Contacts
- Installation Owner Contacts
- Manage Inst. Owner Accts**

**Reports**

- Reports
- Map

**Database Tools**

- Incomplete Requests
- Purge Request
- Rollback Request

**Other Resources**

- Special Provisions
- Request Checklist

**Approve/Reject New Installation Owner User Account**

Installation Owner Name	Office Name	Application Date
UIR Utility Testing Company	San Antonio Office 1	11/24/2007 10:58:24 AM
Applicant Name: Cesar Quiroga		
Address: 3500 NW Loop 410, Suite 315 San Antonio, TX 78229		
District: San Antonio		
Phone Number: 210-731-9938		
Mobile Number [Optional]:		
Fax Number [Optional]: 210-731-8904		
Email Address: c-quiroga@tamu.edu		

Verify the integrity and completeness of the information submitted before approving the new account.

- Information user provided is correct.
- Installation owner (i.e., the utility company) is genuine and exists (Hint: check Utility Listings).
- Installation owner name (i.e., the utility company name) is correct.
- Office name is NOT the same as the installation owner name.
- User entered installation owner and office names in the correct fields.
- Email address is consistent with the installation owner name (in case of doubt, call the applicant to verify this information).

Approve new account Close Reject new account

**San Antonio District - Existing Installation Owner Offices**

Installation Owner Name	Office Name	Status
-----	-----	-----

More detailed information associate with the new account becomes visible on the screen. Verify the account information to ensure the new account meets the requirements listed on the “Approve/Reject New Installation Owner User Account” page.

To approve the account application, click the “Approve new account” button. To reject the application, click the “Reject new account” button.

http://impdev.tamu.edu - TxDOT - Installation Request - Microsoft Internet Explorer

Full Name	Email Address	Phone	Mobile	Login ID	Status	User Privilege
Quiroga, Cesar	c-quiroga@tamu.edu	210-731-9938		cquiroga440	Active	Administrator

Organization	Office Name	Status
San Antonio Water System (SAWS)	Replacement & Improvements (R&I)	Active
Suddenlink Communications Inc.	Suddenlink Communications Inc. ((GE))	Active
Sunko Water Supply Corporation	Sunko Water Supply Corporation	Active
Teleport Communications Group (TCG)	Teleport Communications Group (TCG)	Active
Test Company Eric (test)	Test office	Active
Texas Department Of Transportation (TxDOT)	San Antonio District (SAT)	Active
Texas Petroleum Investment Co (TPIC)	Texas Petroleum Investment Co (TPIC)	Active
Time Warner Cable (TWC)	Planning and Engineering Department (PEDept)	Active
UIR Demonstration	UIR Demonstration Office 1 (UIRDEMO1)	Active
UIR Demonstration	UIR Demonstration Office 2 (UIRDEMO2)	Active
UIR TTI Testing	San Antonio Office 1	Active
UIR Txdot Testing	SAT DISTRICT TESTING	Active
UIR Utility Testing Company (UIRUTC)	San Antonio Office 1 (SAO1)	Active

Office Address	3500 NW Loop 410, Suite 315 San Antonio, TX 78229
Fax Number	210-731-8904
Office Status	Active

Texas Department of Transportation | Disclaimer | Privacy Policy | Accessibility Policy | Open Records  
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Approving the new account moves the account to the list of existing installation owner offices.

http://impdev.tamu.edu - TxDOT - Installation Request - Microsoft Internet Explorer

File Edit View Favorites Tools Help

**TxDOT - Utility Installation Review (UIR) System**

Home Logged in as **TTI.SATUPO1 (satupo1)** Logout

**Installation Requests**

- My Requests
- My Office Requests
- My District Requests
- Approved Requests
- Closed Requests

**Accounts**

- My Account
- TxDOT Contacts
- Installation Owner Contacts
- Manage Inst. Owner Accts

**Reports**

- Reports
- Map

**Database Tools**

- Incomplete Requests
- Purge Request
- Rollback Request

**Other Resources**

- Special Provisions
- Request Checklist

**Approve/Reject New Installation Owner User Account**

Installation Owner Name	Office Name	Application Date
UIR Utility Testing Company	San Antonio Office 2	11/24/2007 11:30:41 AM

**San Antonio District - Existing Installation Owner Offices**

Installation Owner Name	Office Name	Status
AT&T-Texas	Construction (Const)	Active
AT&T-Texas	Construction Commerce	Active
AT&T-Texas	Construction Montrose	Active
AT&T-Texas	Engineering North	Active
AT&T-Texas	Installation & Repair (I/R)	Active
AT&T-Texas	SA South I/R - Walnut (SAS - IR - Walnut)	Active
AT&T-Texas	San Antonio (San Antonio)	Active
AT&T-Texas	San Antonio Cont. Admin (SA CAC)	Active
AT&T-Texas	SAT Air Pressure (Air Pressure)	Active
AT&T-Texas	SAT Centralized Engineering (HICAPS)	Active
AT&T-Texas	SAT Civic Engineering (Civic)	Active
AT&T-Texas	SAT Engineering South (ir)	Active
AT&T-Texas	Sat North Cable Repair	Active
AT&T-Texas	SAT North East Cable Repair	Active
AT&T-Texas	Test Office	Active
Bandera Electric Coop., Inc.	Bandera Office	Active
Bexar Met Water District (BMWD)	Main Office (BMWD MO)	Active
Canyon Lake Water Service Company (CLWSC)	CLWSC (CLWSC)	Active
Centerpoint Energy (CNP)	South Texas (STX)	Active
Cibolo Creek Municipal Authority (CCMA)	Administration	Active

As needed, open any other new accounts that are waiting for approval.



http://impdev.tamu.edu - TxDOT - Installation Request - Microsoft Internet Explorer

File Edit View Favorites Tools Help

**TxDOT - Utility Installation Review (UIR) System**

Home Logged in as **TTI.SATUPO1** (satup01) Logout

**Installation Requests**

My Requests

My Office Requests

My District Requests

Approved Requests

Closed Requests

---

**Accounts**

My Account

TxDOT Contacts

Installation Owner Contacts

**Manage Inst. Owner Accts**

---

**Reports**

Reports

Map

---

**Database Tools**

Incomplete Requests

Purge Request

Rollback Request

---

**Other Resources**

Special Provisions

Request Checklist

**Approve/Reject New Installation Owner User Account**

Installation Owner Name	Office Name	Application Date
UIR Utility Testing Company	San Antonio Office 2	11/24/2007 11:30:41 AM

Applicant Name: Edgar Kraus

Address: 3500 NW Loop 410  
San Antonio, TX 78229

District: San Antonio

Phone Number: 210-731-9938

Mobile Number [Optional]:

Fax Number [Optional]: 210-731-8904

Email Address: e-kraus@tamu.edu

Verify the integrity and completeness of the information submitted before approving the new account.

- Information user provided is correct.
- Installation owner (i.e., the utility company) is genuine and exists (Hint: check [Utility Listings](#)).
- Installation owner name (i.e., the utility company name) is correct.
- Office name is NOT the same as the installation owner name.
- User entered installation owner and office names in the correct fields.
- Email address is consistent with the installation owner name (in case of doubt, call the applicant to verify this information).

---

**San Antonio District - Existing Installation Owner Offices**

Installation Owner Name	Office Name	Status
-----	-----	-----

Verify the new account information to make sure it meets all the UIR requirements. To approve the account, click the “Approve new account” button. Otherwise, click “Reject new account” to reject the account application.

http://impdev.tamu.edu - TxDOT - Installation Request - Microsoft Internet Explorer

Trucking Co.	Quality Underground	Permanently Inactive
Regency Fs Lp (RGS)	San Antonio (SA)	Active
Regency Fs, Lp	San Antonio (SA)	Permanently Inactive
Rio Grande Electric Coop (RGEC)	Brackettville	Active
San Antonio Water System (SAWS)	Collection and dist. essc	Active
San Antonio Water System (SAWS)	Collection and Distribution	Active
San Antonio Water System (SAWS)	Production Recycle & Treatment (PRT Engineering)	Active
San Antonio Water System (SAWS)	Replacement & Improvements (R&I)	Active
Suddenlink Communications Inc.	Suddenlink Communications Inc. ((GE))	Active
Sunko Water Supply Corporation	Sunko Water Supply Corporation	Active
Teleport Communications Group (TCG)	Teleport Communications Group (TCG)	Active
Test Company Eric (test)	Test office	Active
Texas Department Of Transportation (TxDOT)	San Antonio District (SAT)	Active
Texas Petroleum Investment Co (TPIC)	Texas Petroleum Investment Co (TPIC)	Active
Time Warner Cable (TWC)	Planning and Engineering Department (PEDept)	Active
UIR Demonstration	UIR Demonstration Office 1 (UIRDEMO1)	Active
UIR Demonstration	UIR Demonstration Office 2 (UIRDEMO2)	Active
UIR TTI Testing	San Antonio Office 1	Active
UIR Txdot Testing	SAT DISTRICT TESTING	Active
UIR Utility Testing Company (UIRUTC)	San Antonio Office 1 (SAO1)	Active
UIR Utility Testing Company (UIRUTC)	San Antonio Office 2 (SAO2)	Active

Close

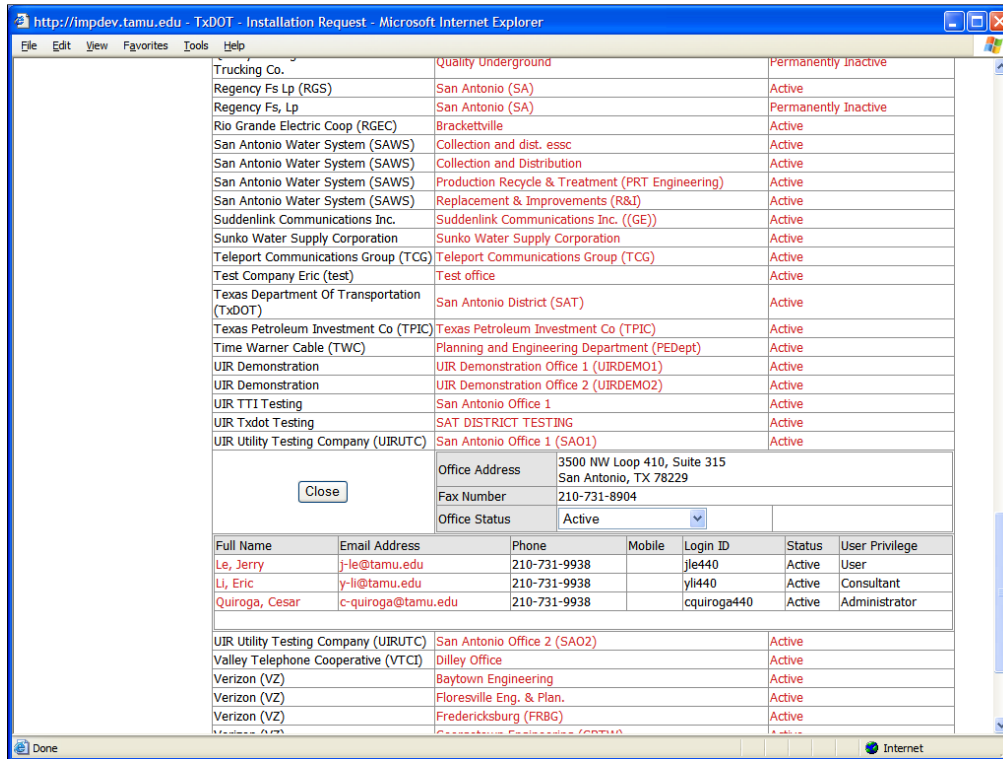
Office Address	3500 NW Loop 410 San Antonio, TX 78229
Fax Number	210-731-8904
Office Status	Active <input type="button" value="v"/>

Full Name	Email Address	Phone	Mobile	Login ID	Status	User Privilege
Kraus, Edgar	e-kraus@tamu.edu	210-731-9938		ekraus440	Active	Administrator

Valley Telephone Cooperative (VTCI)	Dilley Office	Active
Verizon (VZ)	Baytown Engineering	Active
Verizon (VZ)	Floresville Eng. & Plan.	Active
Verizon (VZ)	Fredericksburg (FRBG)	Active
Verizon (VZ)	Georgetown Engineering (GRTW)	Active
Verizon (VZ)	OSP ENG (OSP)	Active

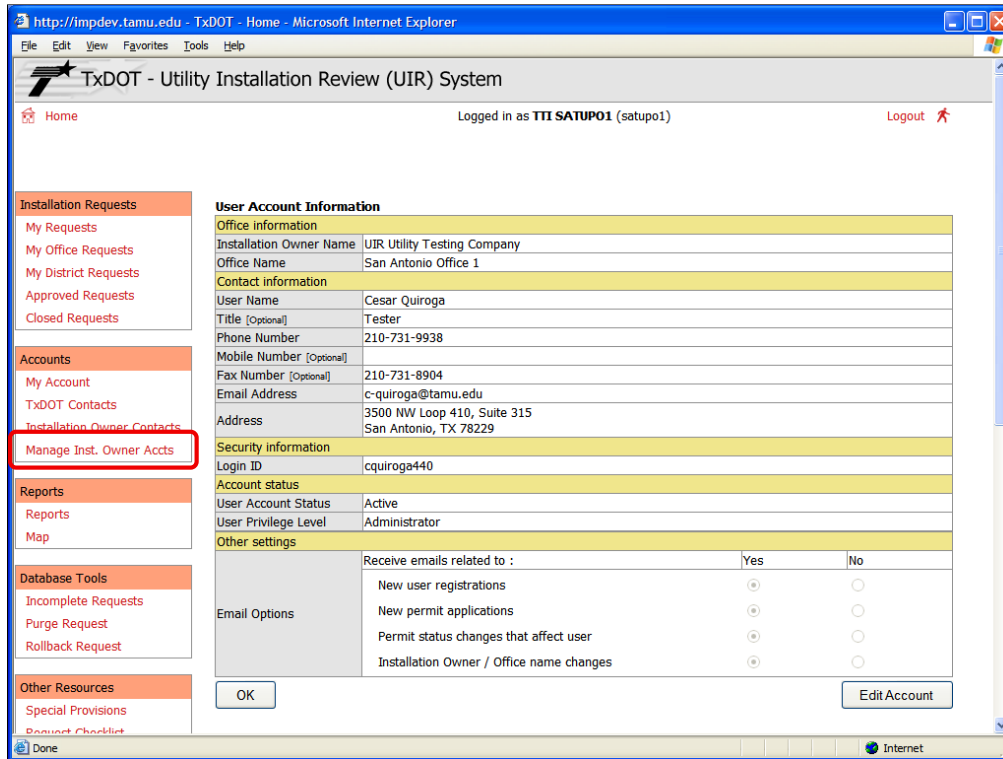
Internet

Approving the new office adds to the list of installation owner offices.



To edit an installation owner user account:

- Click “Manage Installation Owner Accounts.”
- Click the office of interest to expand the view to show all the users in that office.
- Click the name of the user.



After the installation owner accounts have been validated, it is normally the responsibility of the installation owner office administrators to manage all accounts in their offices. However, certain TxDOT users (utility permit office and utility permit approval) with an administrator privilege have the ability to edit installation owner user accounts.

To edit a user account, click the “Manage Inst. Owner Accts,” find the name of the user, open the account, and click “Edit Account.”

http://impdev.tamu.edu - TxDOT - Home - Microsoft Internet Explorer

File Edit View Favorites Tools Help

**TxDOT - Utility Installation Review (UIR) System**

Home Logged in as **TTI.SATUPO1 (satupo1)** Logout

**Installation Requests**

- My Requests
- My Office Requests
- My District Requests
- Approved Requests
- Closed Requests

**Accounts**

- My Account
- TxDOT Contacts
- Installation Owner Contacts
- Manage Inst. Owner Accts

**Reports**

- Reports
- Map

**Database Tools**

- Incomplete Requests
- Purge Request
- Rollback Request

**Other Resources**

- Special Provisions
- Request Checklist

**Edit User Account**

Select installation owner office

TxDOT District Name: San Antonio District Current TxDOT district: San Antonio District

Installation Owner Name: UIR Utility Testing Company Current Installation Owner: UIR Utility Testing Company

Office Name: San Antonio Office 1 Current office: San Antonio Office 1  
[Click here for list of existing offices](#)

**Provide contact information**

User Name: First Cesar Last Quiroga

Title [Optional]: Tester

Phone Number: 210 - 731 - 9938

Mobile Number [Optional]: - -

Fax Number [Optional]: 210 - 731 - 8904

Email Address: c-quiroga@tamu.edu

Address: Street 3500 NW Loop 410, Suite 315  
City San Antonio Texas 78229

**Provide security information**

Login ID: cquiroga440 4-15 characters. Letters or numbers only

Password: -- not displayed -- [Show Change Password](#)

**Select or confirm account status**

User Account Status: Active

User Privilege Level: Administrator [Click here for more information](#)

Delete User Account:

Select or confirm other settings

The "Edit User Account" page appears.

http://impdev.tamu.edu - TxDOT - Home - Microsoft Internet Explorer

File Edit View Favorites Tools Help

[My Office Requests](#)

[My District Requests](#)

[Approved Requests](#)

[Closed Requests](#)

---

**Accounts**

[My Account](#)

[TxDOT Contacts](#)

[Installation Owner Contacts](#)

[Manage Inst. Owner Accts](#)

---

**Reports**

[Reports](#)

[Map](#)

---

**Database Tools**

[Incomplete Requests](#)

[Purge Request](#)

[Rollback Request](#)

---

**Other Resources**

[Special Provisions](#)

[Request Checklist](#)

[Feedback](#)

[UJR Help](#)

[TxDOT Manuals](#)

[Accommodation Rules](#)

[TxDOT Standard Specifications](#)

[Texas Manual on Uniform Traffic Control Devices](#)

TxDOT District Name: San Antonio District | Current TxDOT district: San Antonio District

Installation Owner Name: UJR Utility Testing Company | Current Installation Owner: UJR Utility Testing Company

Office Name: San Antonio Office 1 | Current office: San Antonio Office 1  
[Click here for list of existing offices](#)

**Provide contact information**

User Name: First Cesar | Last Quiroga

Title [Optional]: Tester

Phone Number: 210 - 731 - 9938

Mobile Number [Optional]: - - -

Fax Number [Optional]: 210 - 731 - 8904

Email Address: c-quiroga@tamu.edu

Address: Street 3500 NW Loop 410, Suite 315  
City San Antonio | Texas | 78229

**Provide security information**

Login ID: cquiroga440 | 4-15 characters. Letters or numbers only

Password: -- not displayed -- [Show Change Password](#)

**Select or confirm account status**

User Account Status: Active

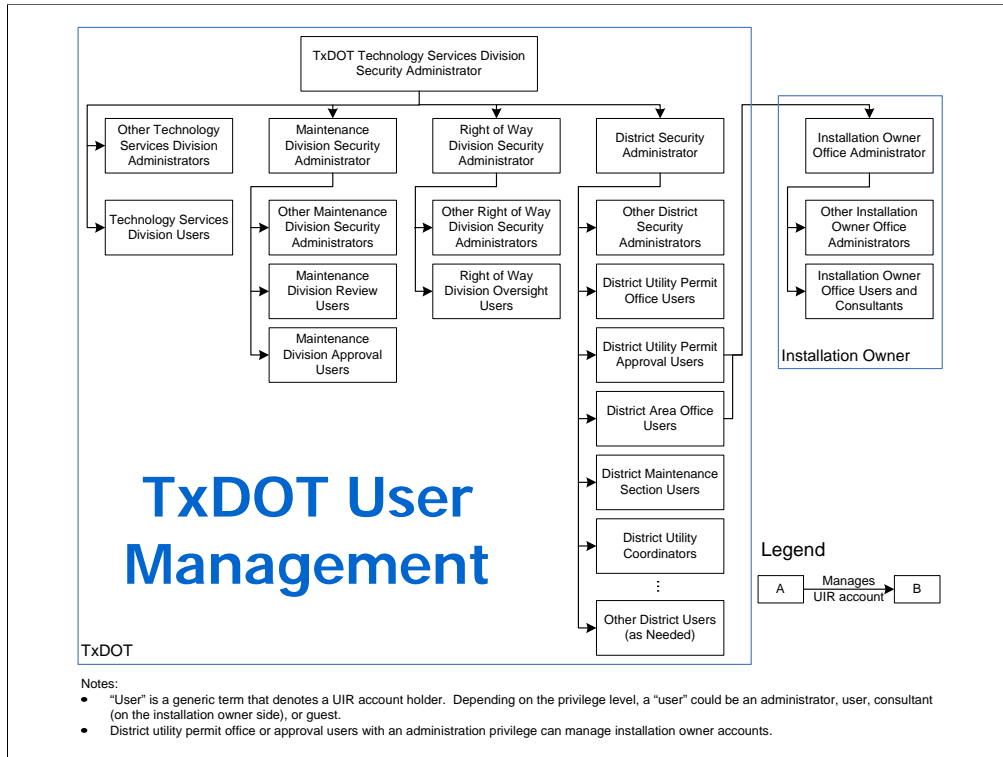
User Privilege Level: Administrator | [Click here for more information](#)

Delete User Account:

**Select or confirm other settings**

	Yes	No
Receive emails related to :		
New user registrations	<input checked="" type="radio"/>	<input type="radio"/>
New permit applications	<input checked="" type="radio"/>	<input type="radio"/>
Permit status changes that affect user	<input checked="" type="radio"/>	<input type="radio"/>
Installation Owner / Office name changes	<input checked="" type="radio"/>	<input type="radio"/>

To apply any changes, click the “Update Account” button. Otherwise, click the “Cancel Edits” button to return to the account list.



This slide shows the general structure for the management of TxDOT accounts in UIR. In general, there are two types of security administrators:

- TSD security administrators: An TSD security administrator activates TxDOT units (e.g., districts) and creates and manages security administrator accounts for each TxDOT unit.
- Other TxDOT unit security administrators: A security administrator at a TxDOT unit other than TSD (e.g., ROW Division, Maintenance Division, districts) creates offices within each unit and creates and manages TxDOT users within each office.

Notice that certain district users (utility permit office and utility permit approval) with administrator privileges can manage installation owner accounts (basically, approve and edit accounts).

TSD: Technology Services Division (previously Information Systems Division or ISD)

http://impdev.tamu.edu - TxDOT - Installation Request - Microsoft Internet Explorer

TxDOT - Utility Installation Review (UIR) System

Home Logged in as TTI SATSA1 (satsa1) Logout

**Installation Requests**

- My District Requests
- Approved Requests
- Closed Requests

**Accounts**

- My Account
- TxDOT Contacts
- Installation Owner Contacts
- Manage SAT Accounts**
- Manage SAT Offices

**Reports**

- Reports
- Map

**Other Resources**

- Special Provisions
- Request Checklist
- Feedback
- UIR Help
- TxDOT Manuals
- Accommodation Rules
- TxDOT Standard Specifications

**Create New SAT User Account** [Show/Hide]

**San Antonio District - Existing SAT Users**

Office Type	Office Name	First Name	Last Name	Title	User Status	User Privilege
Area Office	Bexar 410	Aerasdf	Testes	asdf	Active	User
Area Office	Bexar 410	Larry	Coyle	Assistant Area Engineer	Active	User
Area Office	Bexar 410	Rueben	Martinez	Utility & Driveway Inspector	Active	User
Area Office	Bexar Metro	Gina	Gallegos	Area Engineer	Active	User
Area Office	Bexar Metro	John	Gianotti	Construction Engineer	Active	User
Area Office	Bexar Metro	TTI	SATA01	TTI Tester	Active	Administrator
Area Office	Hondo	Carl	Friesenhahn	Area Engineer	Active	User
Area Office	Hondo	Claude	Cosgrove	Design Project Coordinator	Active	User
Area Office	Hondo	Gregory	Biediger	Asst. Area Engineer	Active	User
Area Office	Kerrville	Dale	Stein	Area Engineer	Inactive	User
Area Office	Kerrville	Michael	Coward	Area Engineer	Active	User
Area Office	New Braunfels	Cary	Lloyd		Active	User
Area Office	New Braunfels	Greg	Malatek	Area	Active	User
Area Office	New Braunfels	Gregory	Malatek	Area Engineer	Active	User
Area Office	New Braunfels	Laquetta	Kopp	Asst Area Engineer	Active	User
Area Office	New Braunfels	Tammy	Haecker		Active	User
Area Office	Seguin	Greg	Malatek	Area Engineer	Active	User
Area Office	Seguin	Gregory	Malatek	Area Engineer	Active	User
Area Office	Seguin	Mark	Harris		Active	User

This is an example of the view a district security administrator sees when clicking the Manage <Unit> Accounts (in this case “Manage SAT Accounts”) menu option.

Note: <Unit> represents the three-letter TxDOT unit acronym (e.g., SAT = San Antonio District, PHR = Pharr District, ROW = Right of Way Division, MNT = Maintenance Division).



http://impdev.tamu.edu - TxDOT - Installation Request - Microsoft Internet Explorer

File Edit View Favorites Tools Help

**TxDOT - Utility Installation Review (UIR) System**

Home Logged in as **TTI SATSA1 (satsa1)** Logout

**Installation Requests**

My District Requests

Approved Requests

Closed Requests

---

**Accounts**

My Account

TxDOT Contacts

Installation Owner Contacts

**Manage SAT Accounts**

Manage SAT Offices

---

**Reports**

Reports

Map

---

**Other Resources**

Special Provisions

Request Checklist

Feedback

UIR Help

TxDOT Manuals

Accommodation Rules

TxDOT Standard Specifications

**Create New SAT User Account** [Show/Hide]

Provide contact information

Office Type: Utility Permit Office

Office Name: Utility Permit Office

User Name: First TTI Last SATUP01

Title [Optional]: TTI Tester

Phone Number: 210 - 731 - 9938

Mobile Number [Optional]: - -

Fax Number [Optional]: - -

Email Address: UIR-DEV@tmail.tamu.edu

Provide security information

Login ID: satupo1 4-15 characters. Letters or numbers only

System-generated password (password will be emailed to user)

Enter new password 6-15 characters. Letters or numbers only

Confirm password: Must be different from Login ID

Select or confirm account status

User Privilege Level: Administrator

Reset Form Close Submit

**San Antonio District - Existing SAT Users**

Office Type	Office Name	First Name	Last Name	Title	User Status	User Privilege
Area Office	Bexar 410	Aerasdf	Testes	asdf	Active	User

This is an example of a district security administrator creating an account for a user in the utility permit office using the Manage <Unit> Accounts (in this case “Manage SAT Accounts”) link.

http://impdev.tamu.edu - TxDOT - Home - Microsoft Internet Explorer

File Edit View Favorites Tools Help

**Installation Requests**

[My District Requests](#)

[Approved Requests](#)

[Closed Requests](#)

---

**Accounts**

[My Account](#)

[TxDOT Contacts](#)

[Installation Owner Contacts](#)

[Manage SAT Accounts](#)

[Manage SAT Offices](#)

---

**Reports**

[Reports](#)

[Map](#)

---

**Other Resources**

[Special Provisions](#)

[Request Checklist](#)

[Feedback](#)

[UIR Help](#)

[TxDOT Manuals](#)

[Accommodation Rules](#)

[TxDOT Standard Specifications](#)

[Texas Manual on Uniform Traffic Control Devices](#)

[TxDOT Traffic Engineering Standard Plan Sheets](#)

[Utility Listings](#)

### Edit User Account

Office Type: Utility Permit Office Current office type: Utility Permit Office

Office Name: Utility Permit Office Current office: Utility Permit Office

**Provide contact information**

User Name: First  Last

Title [Optional]:

Phone Number:  -  -

Mobile Number [Optional]:  -  -

Fax Number [Optional]:  -  -

Email Address:

Address: Street  City

**Provide security information**

Login ID:  4-15 characters. Letters or numbers only

Password: -- not displayed -- [Show Change Password](#)

**Select or confirm account status**

User Account Status: Active

User Privilege Level: Administrator [Click here for more information](#)

Delete User Account:

**Select or confirm other settings**

Receive emails related to :		Yes	No
Email Options	New user registrations	<input checked="" type="radio"/>	<input type="radio"/>
	New permit applications	<input checked="" type="radio"/>	<input type="radio"/>
	Permit status changes that affect user	<input checked="" type="radio"/>	<input type="radio"/>
	Installation Owner / Office name changes	<input checked="" type="radio"/>	<input type="radio"/>

This is an example of a district security administrator editing an account for a user in the utility permit office (also using the “Manage SAT Accounts” menu option).

http://impdev.tamu.edu - TxDOT - Home - Microsoft Internet Explorer

File Edit View Favorites Tools Help

**TxDOT - Utility Installation Review (UIR) System**

Home Logged in as **TTI SATSA1 (satsa1)** Logout

**Installation Requests**

- My District Requests
- Approved Requests
- Closed Requests

**Accounts**

- My Account
- TxDOT Contacts
- Installation Owner Contacts
- Manage SAT Accounts
- Manage SAT Offices**

**Reports**

- Reports
- Map

**Other Resources**

- Special Provisions
- Request Checklist
- Feedback
- UIR Help
- TxDOT Manuals
- Accommodation Rules
- TxDOT Standard Specifications

**Create New SAT Office [Show/Hide]**

**Existing SAT Offices**

Office Type	Office Name	Phone Number	Fax Number	Address
Area Office	Bexar 410	210-615-6022		9320 SE Loop 410 San Antonio, TX 78223
Area Office	Bexar Metro	210-633-1401		9320 SE Loop 410 San Antonio, TX 78223
Area Office	Hondo	830-426-2270		2304 Ave E Hondo, TX 78861
Area Office	Kerrville	830-257-8444		P.O. Box 29928 San Antonio, TX 78229
Area Office	New Braunfels	830-625-6278		2940 IH 35 South New Braunfels, TX 78130
Area Office	Pleasanton	830-569-2584		2154 2nd Street Pleasanton, TX 78064
Area Office	Seguin	830-379-5362		9320 SE Loop 410 San Antonio, TX 78223
Closed Permit Box	SAT Closed Requests	210-615-1110	210-615-6015	4615 NW Loop 410 San Antonio, TX 78229-0928
Design	CCMO/Special Design	210-615-1110	210-615-6015	4615 NW Loop 410 San Antonio, TX 78229-0928
District Office	San Antonio	210-615-1110	210-615-6015	4615 NW Loop 410 San Antonio, TX 78229-0928
Maintenance Section	Bandera	830-796-4124		P.O. Box 601 San Antonio, TX 78003
Maintenance Section	Bexar Metro	830-633-1402		9320 SE Loop 410 San Antonio, TX 78223
				P.O. Box 1527

This is an example of the view a district security administrator sees when clicking the Manage <Unit> Offices (in this case, “Manage SAT Offices”) menu option.

Note: <Unit> represents the three-letter TxDOT unit acronym (e.g., SAT = San Antonio District, PHR = Pharr District, ROW = Right of Way Division, MNT = Maintenance Division).

http://impdev.tamu.edu - TxDOT - Home - Microsoft Internet Explorer

File Edit View Favorites Tools Help

**TxDOT - Utility Installation Review (UIR) System**

Home Logged in as **TTI SATSA1 (satsa1)** Logout

**Installation Requests**

- My District Requests
- Approved Requests
- Closed Requests

**Accounts**

- My Account
- TxDOT Contacts
- Installation Owner Contacts
- Manage SAT Accounts
- Manage SAT Offices**

**Reports**

- Reports
- Map

**Other Resources**

- Special Provisions
- Request Checklist
- Feedback
- UIR Help
- TxDOT Manuals
- Accommodation Rules
- TxDOT Standard Specifications

**Create New SAT Office** [Show/Hide]

Provide office information

Office Type: Utility Permit Office

Office Name: Utility Permit Office

Office Phone Number: 210 - 615 - 5865

Office Fax Number [Optional]: - -

Address: P.O. Box 29928

City: San Antonio Texas 78229

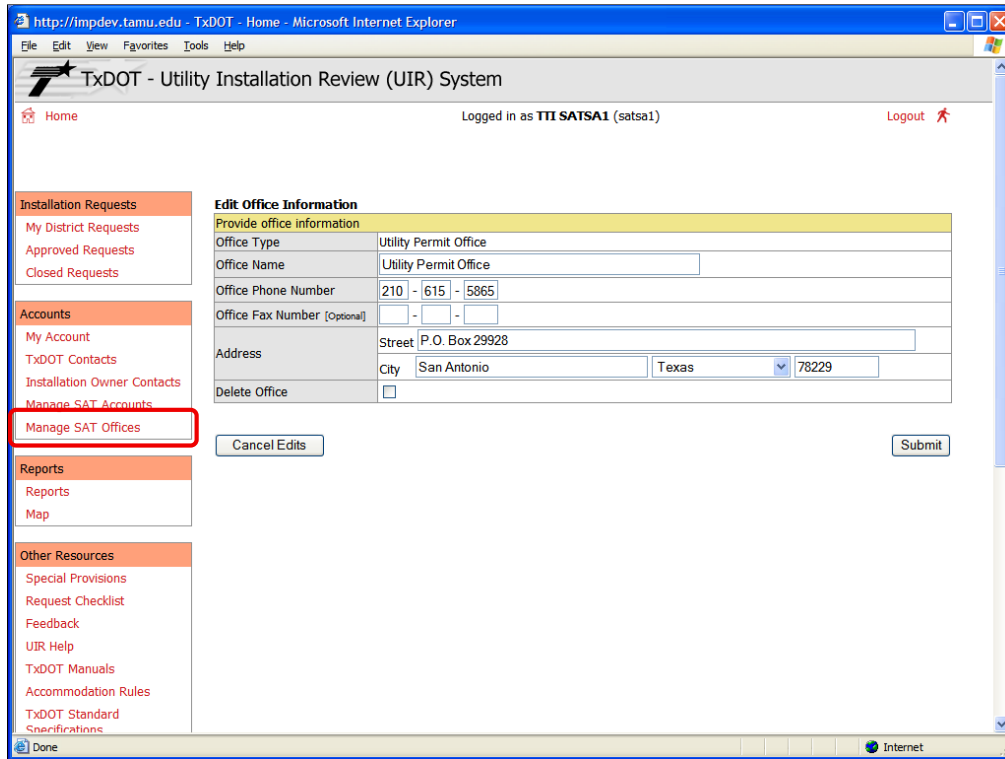
Reset Form Close Submit

**Existing SAT Offices**

Office Type	Office Name	Phone Number	Fax Number	Address
Area Office	Bexar 410	210-615-6022		9320 SE Loop 410 San Antonio, TX 78223
Area Office	Bexar Metro	210-633-1401		9320 SE Loop 410 San Antonio, TX 78223
Area Office	Hondo	830-426-2270		2304 Ave E Hondo, TX 78861
Area Office	Kerrville	830-257-8444		P.O. Box 29928 San Antonio, TX 78229
Area Office	New Braunfels	830-625-6278		2940 IH 35 South New Braunfels, TX 78130
Area Office	Pleasanton	830-569-2584		2154 2nd Street Pleasanton TX 78064

This is an example of a district security administrator creating an office (in this case utility permit office type) using the Manage <Unit> Offices (in this case, “Manage SAT Offices”).

Note: Before creating user accounts in an office, it is necessary to add that office to the database.



This is an example of a district security administrator editing a district office using the Manage <Unit> Offices (in this case, “Manage SAT Offices”).

http://impdev.tamu.edu - TxDOT - Home - Microsoft Internet Explorer

File Edit View Favorites Tools Help

**TxDOT - Utility Installation Review (UIR) System**

Home Logged in as TTI TSDSA1 (tsdsa1) Logout

**Installation Requests**

- All District Requests
- Approved Requests
- Closed Requests

**Accounts**

- My Account
- TxDOT Contacts
- Installation Owner Contacts
- Manage TSD Accounts
- Manage TSD Offices
- Manage TxDOT Units**

**Reports**

- Reports
- Map

**Database Tools**

- Incomplete Requests
- Purge Request
- Rollback Request
- SQL Query

**Other Resources**

- Special Provisions

**Activate New TxDOT Unit** [Show/Hide]

**Existing TxDOT Units**

TxDOT Unit Name	TxDOT Unit Type	TxDOT Unit ID	Security Office Name	First Name	Last Name	Phone Number	Login ID
Bryan	District	BRY	BRY Security Administration	TTI	BRYSA1	123-456-7890	brysa1
Fort Worth	District	FTW	FTW Security Administration	Brad	Root	817-370-6969	broot
Fort Worth	District	FTW	FTW Security Administration	TTI	FTWSA1	817-370-6969	ftwsa1
Houston	District	HOU	HOU Security Administration	TTI	HOUSA1	123-456-7890	housa1
Maintenance	Division	MNT	MNT Security Administration	TTI	MNTSA1	210-731-9938	mntsa1
Pharr	District	PHR	PHR Security Administration	Edison	Coronado	123-456-7890	phrsa1
Pharr	District	PHR	PHR Security Administration	Rosendo	Garcia Ili	123-456-7890	rgarcia4
Right of Way	Division	ROW	ROW Security Administration	Mark	McKinley	210-731-9938	mmckinl
Right of Way	Division	ROW	ROW Security Administration	TTI	ROWSA1	210-731-9938	rowsa1
Right of Way	Division	ROW	ROW Security Administration	Manuel	Segura	210-731-9938	msegura
San Antonio	District	SAT	SAT Security Administration	Crystal	King	210-623-4431	cking1
San Antonio	District	SAT	SAT Security Administration	TTI	SATSA1	210-623-4431	satsa1
San Antonio	District	SAT	SAT Security Administration	Michael	Williams	210-623-4431	mwilli2
Technology Services	Division	TSD	TSD Security Administration	TTI	TSDSA1	512-465-7394	tsdsa1

This is an example of the view an TSD security administrator sees when clicking the “Manage TxDOT Units” menu option.

http://impdev.tamu.edu - TxDOT - Home - Microsoft Internet Explorer

File Edit View Favorites Tools Help

**TxDOT - Utility Installation Review (UIR) System**

Home Logged in as TTI TSDSA1 (tsdsa1) Logout

**Installation Requests**

All District Requests

Approved Requests

Closed Requests

---

**Accounts**

My Account

TxDOT Contacts

Installation Owner Contacts

Manage TSD Accounts

Manage TSD Offices

**Manage TxDOT Units**

---

**Reports**

Reports

Map

---

**Database Tools**

Incomplete Requests

Purge Request

Rollback Request

SQL Query

---

**Other Resources**

Special Provisions

**Activate New TxDOT Unit** [Show/Hide]

Select a TxDOT unit

TxDOT Unit Name

Provide contact information

Office Type

Office Name

User Name First  Last

Title [Optional]

Phone Number  -  -

Mobile Number [Optional]  -  -

Fax Number [Optional]  -  -

Email Address

Address Street

City

Provide security information

Login ID  4-15 characters. Letters or numbers only

System-generated password (password will be emailed to user)

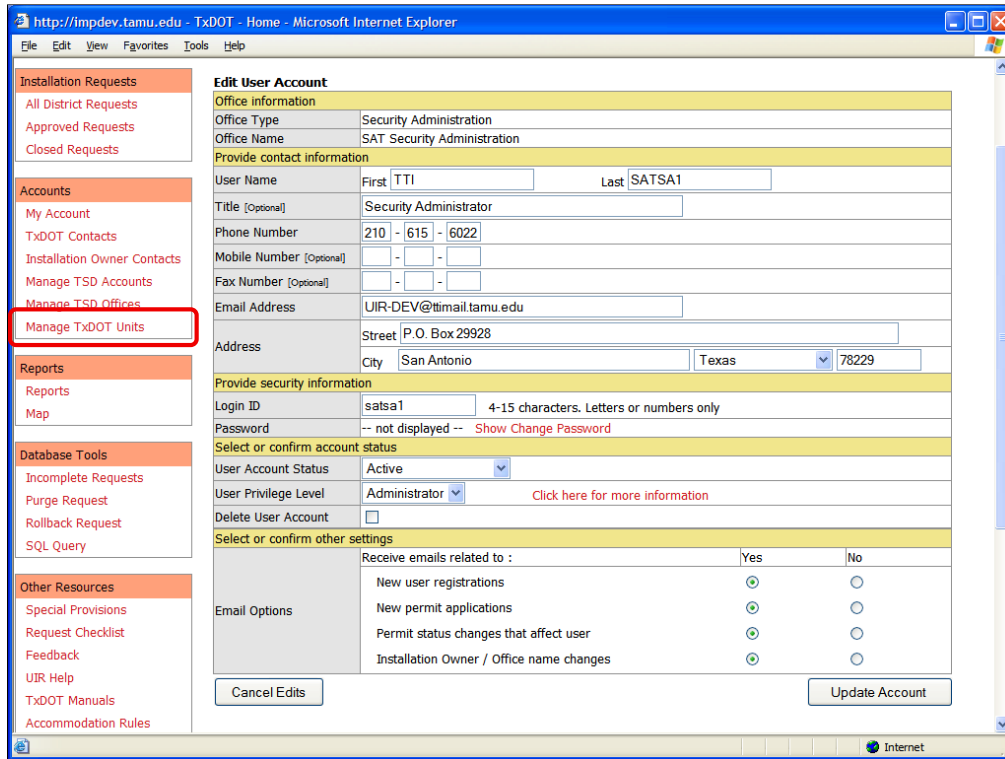
Enter new password  6-15 characters. Letters or numbers only

Confirm password  Must be different from Login ID

Select or confirm account status

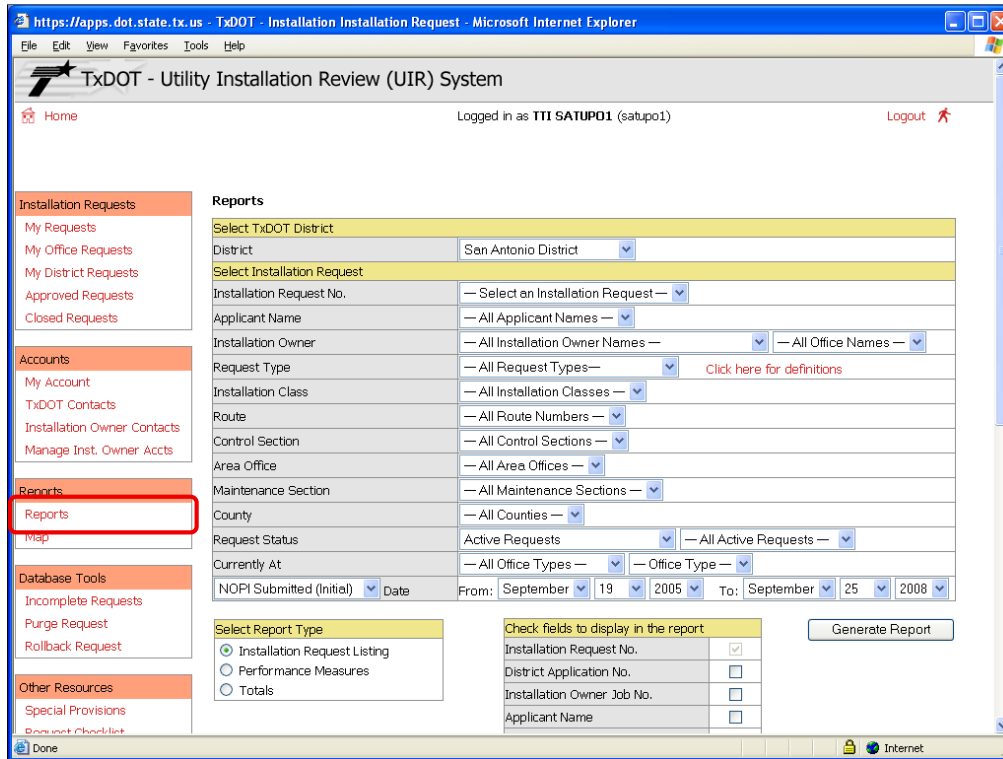
User Privilege Level

This is an example of an TSD security administrator activating a district and creating a security administrator account for that district using the “Manage TxDOT Units” menu option.



This is an example of an TSD security administrator editing a district security administrator account using the “Manage TxDOT Units” menu option.

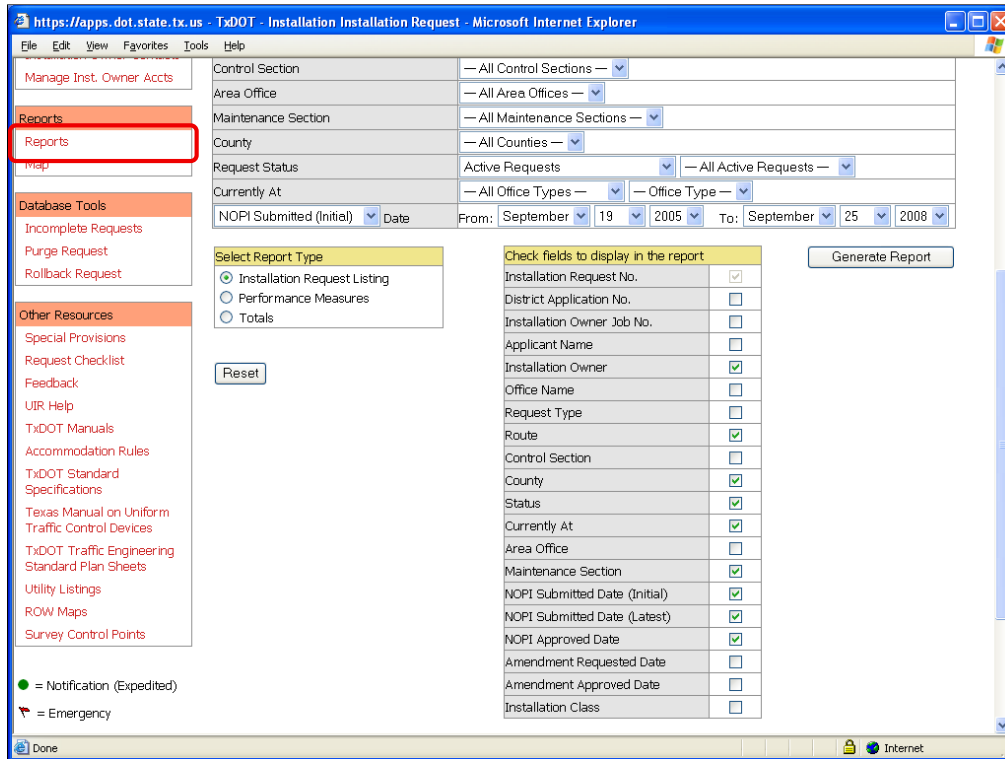




Let's navigate through the report and map tools under the "Reports" menu.

The report tool allows users to query existing requests and then display the requests in a table-formatted report. There are three types of reports that can be generated: installation request listing, performance measures, and totals. We'll show examples of these different reports on the following slides.

Click the "Report" link on the left to display the report page.



To generate an “Installation Request Listing” report, define the query first in the “Select Installation Request” field (see previous slide). Then check this report type in the “Select Report Type” field and select the table fields to be displayed in the report. Click the “Generate Report” button to generate the desired report.

The screenshot shows a Microsoft Internet Explorer browser window displaying a report from the TxDOT - Utility Installation Review (UIR) System. The report title is "Installation Request Listing Report (11/25/2007 12:31:53 PM)". Below the title is a table with the following data:

Installation Request No.	Installation Owner	Route	County	Status	Currently At	Maintenance Section
SAT20071124114951	UIR Utility Testing Company	SS0117	Bexar	Completed	Closed Permit Box	Bexar Metro

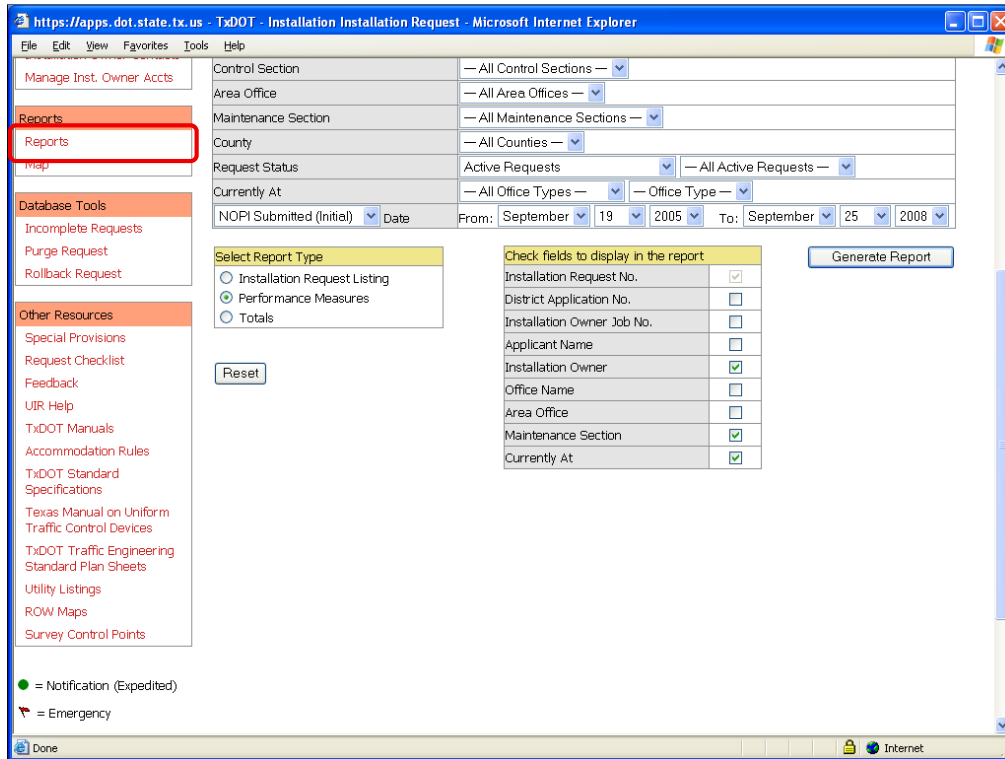
Below the table, there is a button labeled "Export to .csv". Underneath the button, the "Query Criteria" are listed:

**Query Criteria**  
 District: San Antonio District  
 Installation Request No: --- All Installation Requests ---  
 Installation Owner: UIR Utility Testing Company  
 Installation Owner Office: --- All Offices ---  
 Status: --- All Closed Requests ---  
 NOP1 Submitted Date: From: November/20/2007 To: November/25/2007

This screen shows the generated report. Note that this report can be exported to a comma-delimited file (.csv extension) that can be opened in Microsoft Excel® format.

1	Installation Request Listing Report (11/25/2007 12:31:53 PM)								
2									
3	Installation Request No	Installation Owner Name	Route	County	Status	Currently At	Maintenance Section	NOPI Submitted	NOPI Approved Date
4	SAT20071124114951	UIR Utility Testing Company	SS0117	Bexar	Completed	Closed Permit Box	Bexar Metro	11/24/2007	11/25/2007
5									
6	Query Criteria District: San Antonio District								
7	Installation Request No: --- All Installation Requests ---								
8	Installation Owner: UIR Utility Testing Company								
9	Installation Owner Office: --- All Offices ---								
10	Status: --- All Closed Requests ---								
11	NOPI Submitted Date: From: November/20/2007 To: November/25/2007								
12									
13									
14									
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35									
36									
37									

As we can see, the report is exported to an Excel file.



Now, let's generate a "Performance Measures" report. Again, define the query first, and then check this report type in the "Select Report Type" field. Select the fields to be displayed in the report, and then click "Generate Report."

http://impdev.tamu.edu/uirDEMO/reportTool/ShowReports\_2.asp - Microsoft Internet Explorer

File Edit View Favorites Tools Help

**TxDOT - Utility Installation Review (UIR) System**

**Performance Measure Report (11/25/2007 12:41:13 PM)**

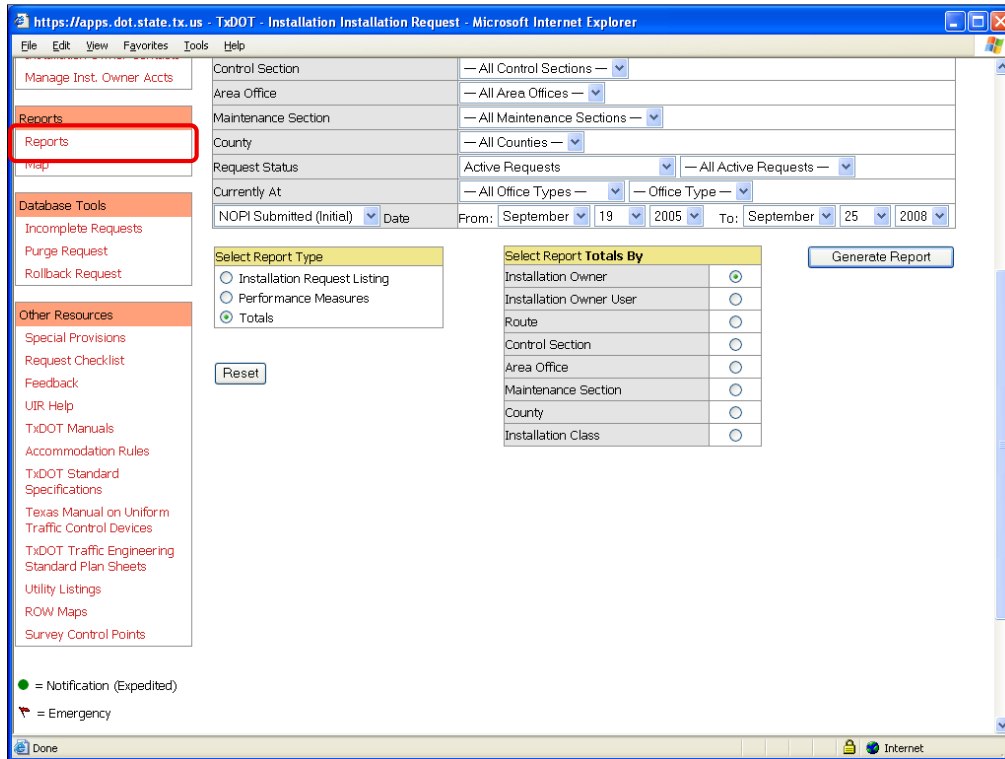
Installation Request No.	Installation Owner	Maintenance Section	Currently At	Incomplete	Submitted	Under review-TxDOT	Under review-TxDOT Total	Under review-Installation Owner	Under review-Total	Days to approve/reject	Pre construction-Installation Owner	Pre construction-TxDOT	Pre construction-Total	Amendment-Installation Owner	Amendment-TxDOT	Construction	Construction stopped	Construction-Total	Post construction-Installation Owner	Post construction-TxDOT	Post construction-Total	Completed
SAT20071124114951	UIR Utility Testing Company	Bexar Metro	Closed Permit Box		0.8	0.1	0.9	0.0	0.9	0.9	0.0	0.0	0.0			0.0		0.0	0.0	0.0	0.0	0.0
				Count	0	1	1	1	1	1	1	0	1	0	0	1	0	1	1	1	1	1
				Average	0.8	0.1	0.9	0.0	0.9	0.9	0.0	0.0	0.0			0.0		0.0	0.0	0.0	0.0	0.0
				Max	0.8	0.1	0.9	0.0	0.9	0.9	0.0	0.0	0.0			0.0		0.0	0.0	0.0	0.0	0.0
				Standard Deviation	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0			0.0		0.0	0.0	0.0	0.0	0.0

[Export to .csv](#)

**Query Criteria**  
 District: San Antonio District  
 Installation Request No: --- All Installation Requests ---  
 Installation Owner: UIR Utility Testing Company  
 Installation Owner Office: --- All Offices ---  
 Status: --- All Closed Requests ---  
 NOPI Submitted Date: From: November/20/2007 To: November/25/2007

Done Internet


This is the generated performance report.



To generate a report of totals, follow the same procedure except that you need to check “Totals” as the report type.

http://impdev.tamu.edu/uirDEMO/reportTool/ShowReports\_2.asp - Microsoft Internet Explorer

File Edit View Favorites Tools Help

 TxDOT - Utility Installation Review (UIR) System

**Totals Report (11/25/2007 12:48:04 PM)**

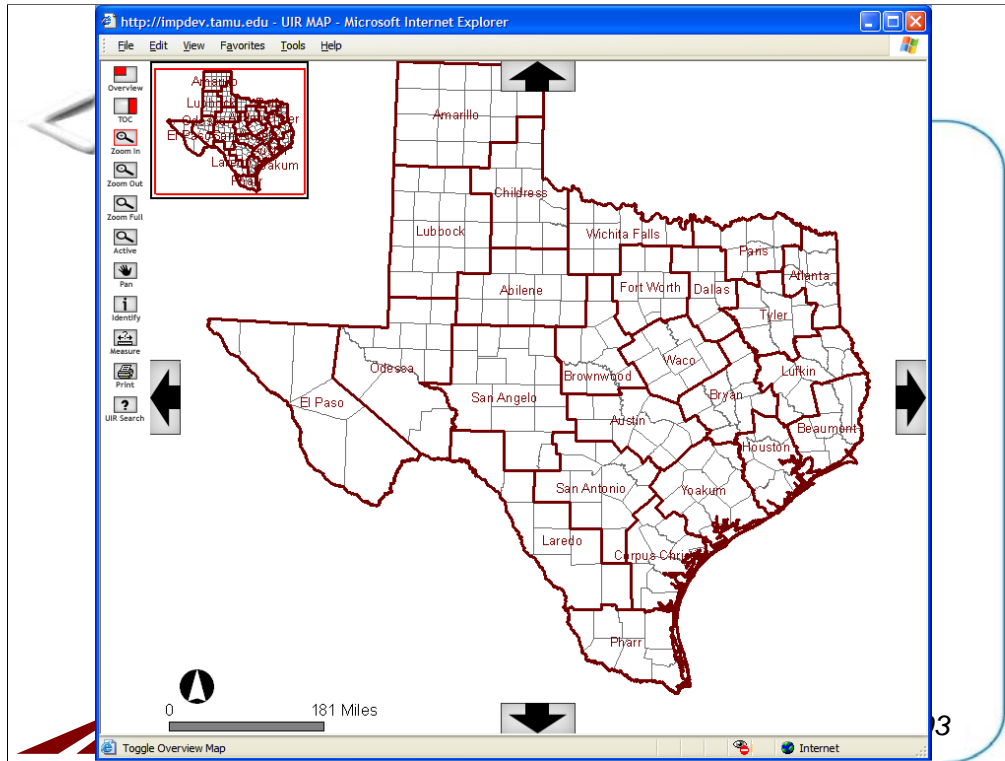
Installation Owner	Office	Total
UIR Utility Testing Company	San Antonio Office 1	1

**Query Criteria**  
District: San Antonio District  
Installation Request No: --- All Installation Requests ---  
Installation Owner: UIR Utility Testing Company  
Installation Office: --- All Offices ---  
Status: --- All Closed Requests ---  
NOPI Submitted Date: From: November/20/2007 To: November/25/2007

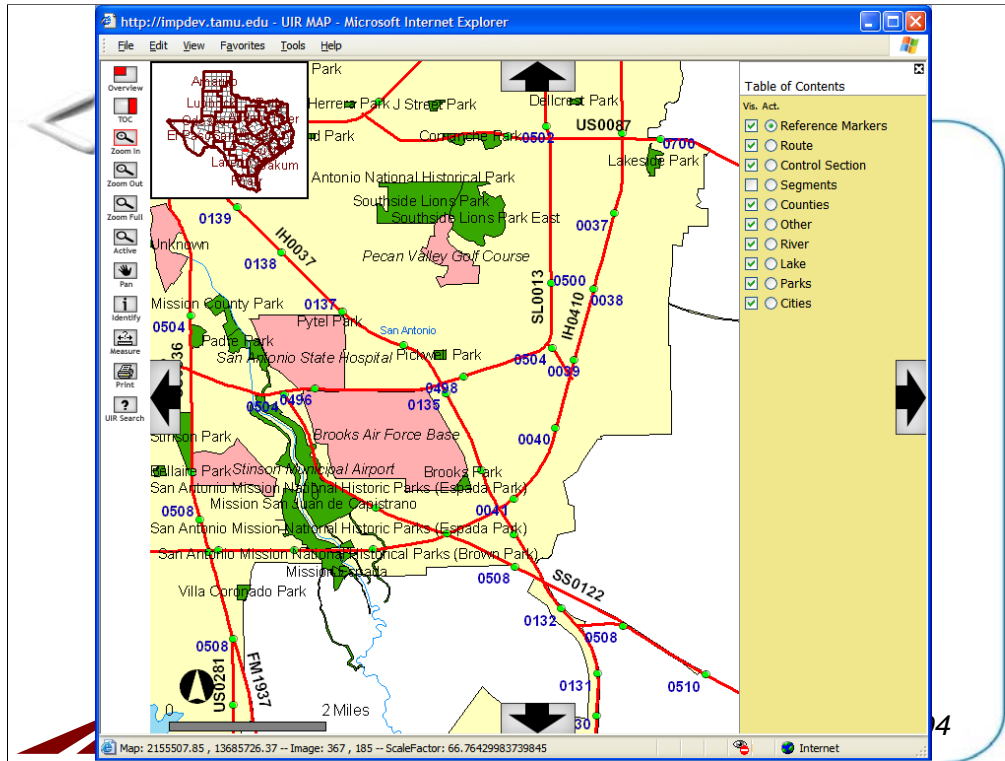
Done Internet

This is the report of totals. It shows the total requests submitted by San Antonio Office 1.



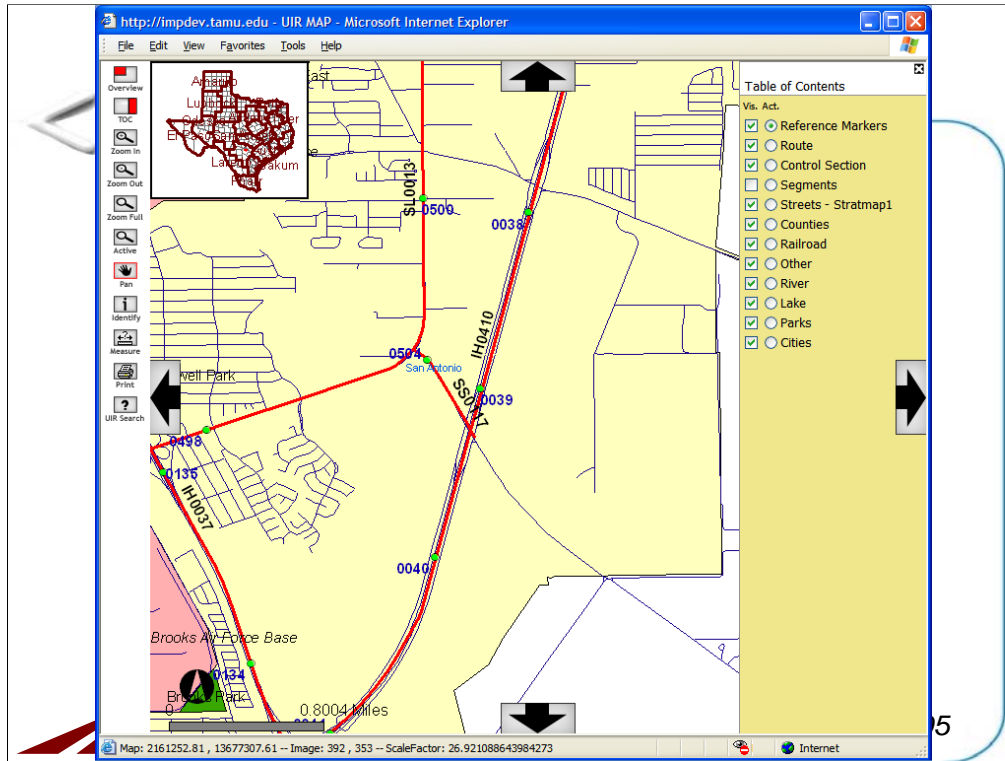


Now let's see how the map tool works. Click the "Map" link under the "Reports" menu to display the map window. The window shows a GIS-based map of the State of Texas. To navigate through the map, use the tools on the left side of the map window.

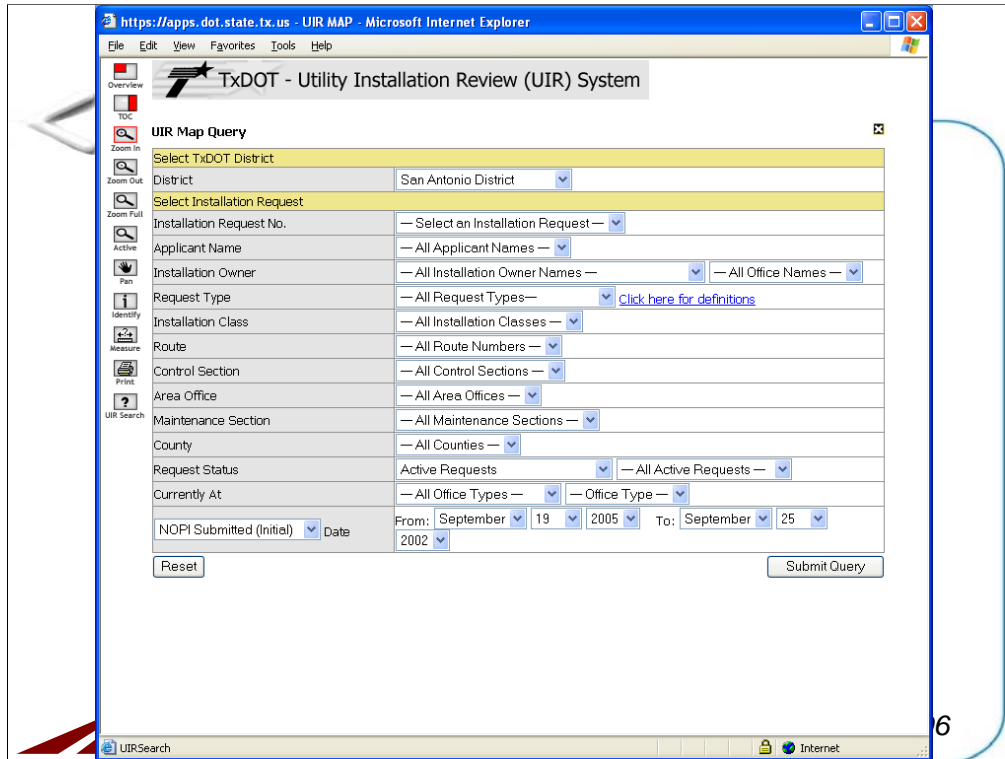


With the “Zoom In” tool activated, zoom in the map to a desired detail level. Click the “TOC” tool to show a list of the layers shown on the map.

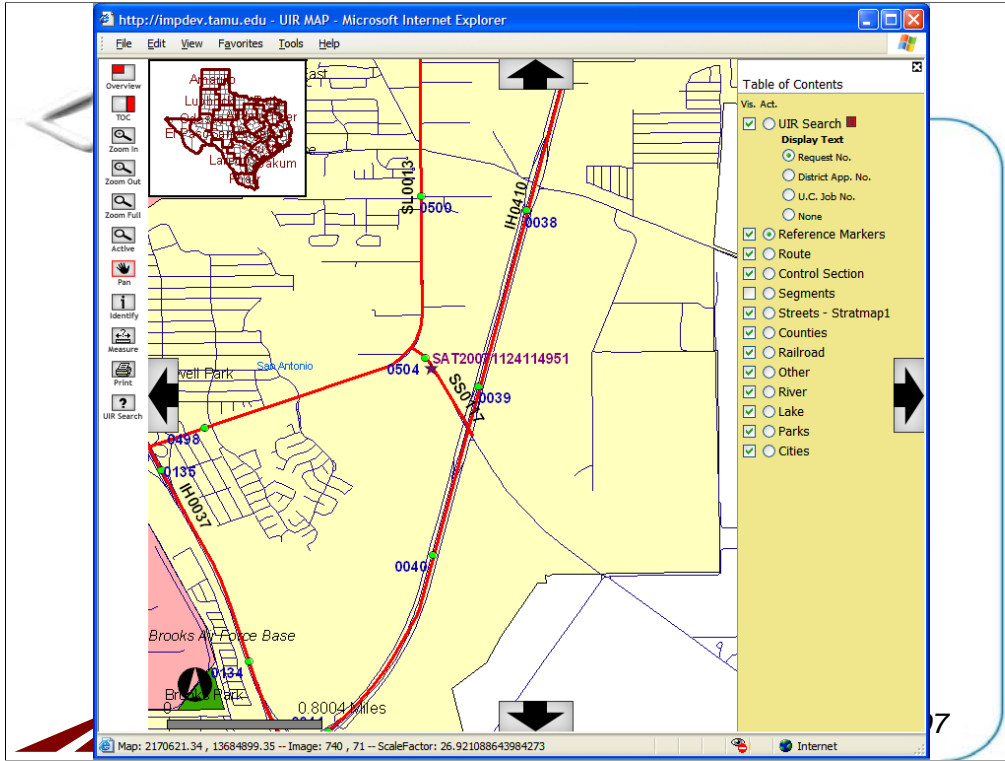
TOC: Table of contents



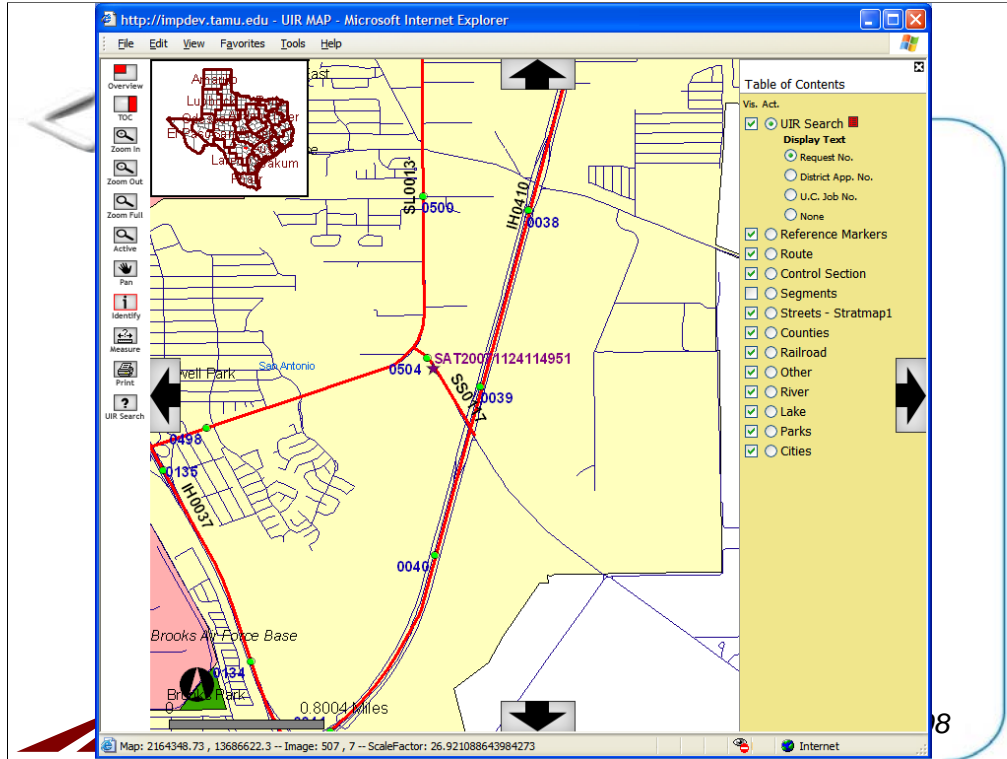
Note that with further zoom-in, additional information becomes available on the map. You can also use the “Pan” tool to move the map around.



Another useful tool available on the map is the “UIR Search” tool. Click the “UIR Search” icon to show this request query form. To locate requests on the map, define the query, and the map will search for the requests and then list them on the map. For example, let’s find the request we processed earlier.



As seen on the screen, the request is displayed on the map.



To view the information of this request from this map, you can use the “Identify” tool on the left of the window. Click the “Identify” tool, and then check the radio button for the “UIR Search” layer in the “Table of Contents” window. Click the star representing the request on the map to display its information.

Basic Information	
Installation Request No.	<b>SAT20071124114951</b>
District Application No.	TE-07-53
Installation Owner Job No.	UTC 2007-01
Applicant Name	Cesar Quiroga
Contact Information	c-quiroga@tamu.edu - 210-731-9938
Installation Owner Name	UIR Utility Testing Company
Office Name	San Antonio Office 1
Proposed Construction Schedule	<b>Begin on: 12-03-2007    Finish on: 12-07-2007</b>
Request Type	Regular Installation Request
Installation Purpose	Public Utility Installation
Installation Class	Telephone
Installation Location	Buried
Description	<b>(Revised).</b> This text box contains a detailed description of the proposed installation. Its purpose is to assist the reviewers in understanding the project scope, limits, overall construction approach and/or procedures, and other technical characteristics. This section should also include distances to the closest state highway reference markers, e.g., "installation starts 357 ft NW of reference marker 0456 and ends 227 ft SW of reference marker 0458." Any text in this

Done Internet

This window then appears with the basic information and event history of the identified request.

http://impdev.tamu.edu - TxDOT - Request Information - Microsoft Internet Explorer

**marker 0456 and ends 227 ft SW of reference marker 0458." Any text in this section appears on the first page of the installation request document.**

This text box is used to provide additional relevant information, e.g., if this request is part of a large project that involves several requests (in this case, the user would list all installation request numbers: SAT20071120083012, SAT20071120100512, and so on).

Special Comments		
Notice Printout	<a href="#">View Notice (PDF)</a>   <a href="#">View Notice (HTML)</a>	
Approval Form	<a href="#">View Approval Form</a>	
Request Checklist	<a href="#">Show Request Checklist Answers</a>	

**Attachments**

Attachment	Size (KB)	Attachment (pdf)
<a href="#">Sample Microstation file1 revised.dgn</a>	74	

**Location**

Geographic Location District	San Antonio
Maintenance District	San Antonio
Maintenance Section	Bexar Metro
Control Section	052108

Done Internet

Texas Transportation Institute

Transportation Operations Group

200

If we scroll down the window, you can see all the basic information is included on the window.



http://impdev.tamu.edu - TxDOT - Request Information - Microsoft Internet Explorer

Basic Information    Event History

Statistics [Show/Hide]

Event History [Collapse/Expand]

Event 14	Process completed / Nothing (application completed)
When	11/25/2007 11:38:38 AM
By	TTI SATUPO1 (TxDOT, Utility Permit Office) - satupo1
Send to	System Will Notify Applicant (TxDOT, Closed Permit Box) - satcpb1
Comment	Process completed.
Event 13	Submitting as-built certification / Conduct as-built review
When	11/25/2007 11:36:26 AM
By	Cesar Quiroga (UJR Utility Testing Company, San Antonio Office 1) - cquiroga440
Send to	TTI SATUPO1 (TxDOT, Utility Permit Office) - satupo1
Comment	In this example, the user is certifying that the as-built facility matches the approved documentation and, therefore, as-built plans are not necessary. If there had been changes on the ground compared to the approved alignment, the user would need to select the second option and attach as-built files. We constructed this utility installation according to the description, construction plans, special provisions, and other related documents, as described in the Notice of Proposed Installation,

Done    Internet

Let's click the "Event History" button to view the events involved in the permitting process.

http://impdev.tamu.edu - TxDOT - Request Information - Microsoft Internet Explorer

Basic Information    **Event History**

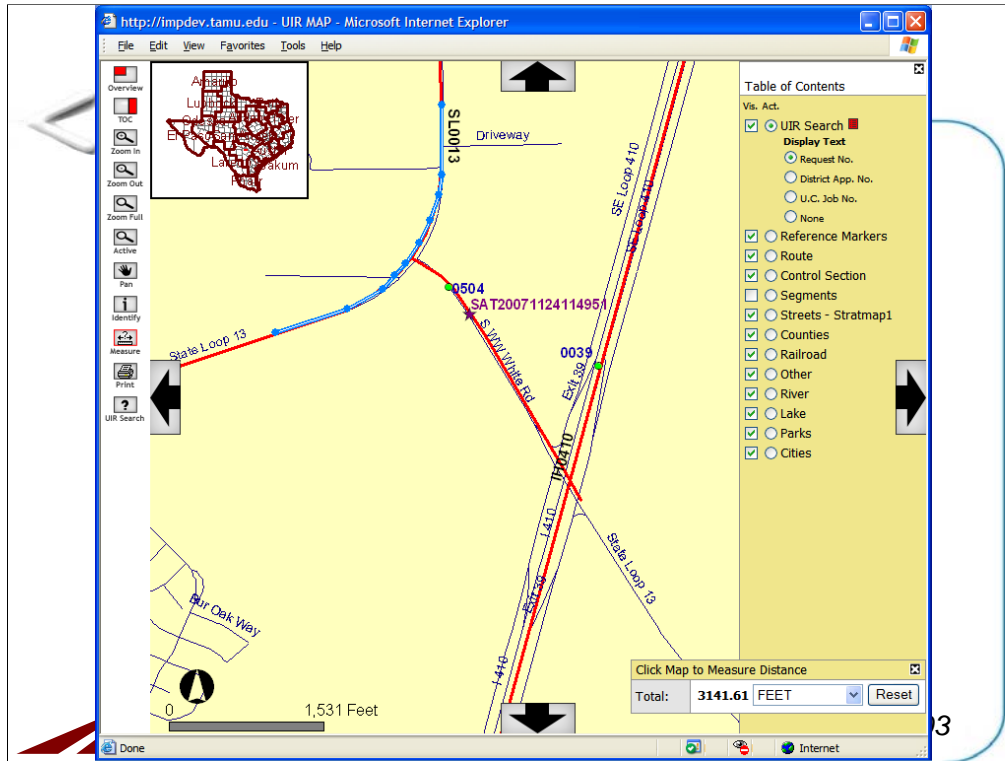
Statistics [Show/Hide]

**Event History** [Collapse/Expand]

Status	Events	By	Office Name	Date
Completed	14. Process completed	TTI SATUP01	TxDOT, Utility Permit Office	11-25-2007
Post-construction	13. Submitting as-built certification	Cesar Quiroga	UJR Utility Testing Company, San Antonio Office 1	11-25-2007
Post-construction	12. Construction completed	TTI SATUP01	TxDOT, Utility Permit Office	11-25-2007
Post-construction	11. Construction completed	TTI SATMS1	TxDOT, Bexar Metro Maintenance Section	11-25-2007
Construction	10. Ready to start construction	Cesar Quiroga	UJR Utility Testing Company, San Antonio Office 1	11-25-2007
Pre-construction	9. Request approved	TTI SATUPA1	TxDOT, District Maintenance Office	11-25-2007
Under review	8. Review completed	TTI SATUP01	TxDOT, Utility Permit Office	11-25-2007
Under review	7. Review completed	TTI SATAO1	TxDOT, Bexar Metro Area Office	11-25-2007
Under review	6. Review completed	TTI SATMS1	TxDOT, Bexar Metro Maintenance Section	11-25-2007
Under review	5. Review completed	TTI SATAO1	TxDOT, Bexar Metro Area Office	11-25-2007

Done    Internet

You can also display a collapsed event history table, as shown on this screen.



Another useful tool on the map is the “Measure” tool. With this tool activated, a user can measure the distances between consecutive points on the map, as shown on this window. Note that the point tool can only measure the straight-line distances between points. However, to measure a curved distance, you can trace the curve with short consecutive lines, as demonstrated on the screen.

The screenshot shows the TxDOT - Utility Installation Review (UIR) System interface. The browser address bar indicates the URL is <http://impdev.tamu.edu>. The user is logged in as **TTI.SATUPO1 (satup01)**. The main content area displays the following table:

Installation Request No.	Installation Owner Name	Office Name	Applicant Name	Event Time	Delete
SAT20071120152436	UIR Demonstration	UIR Demonstration Office 1	Uir Demonstrator4	11/20/2007 3:24:36 PM	
SAT20071124090252	UIR TTI Testing	San Antonio Office 1	TTI SAT1	11/24/2007 9:02:52 AM	

Below the table, a note states: "Clicking 'X' permanently deletes an incomplete request from the database. This operation is irreversible." The left navigation menu includes the following sections:

- Installation Requests**
  - My Requests
  - My Office Requests
  - My District Requests
  - Approved Requests
  - Closed Requests
- Accounts**
  - My Account
  - TxDOT Contacts
  - Installation Owner Contacts
  - Manage Inst. Owner Accts
- Reports**
  - Reports
  - Map
- Database Tools**
  - Incomplete Requests** (highlighted with a red box)
  - Purge Request
  - Rollback Request
- Other Resources**
  - Special Provisions
  - Request Checklist

In the “Database Tools” menu, there are tools available for TxDOT users with administrative privileges.

A user can view the incomplete requests and incomplete responses by clicking the “Incomplete Requests” link. Incomplete requests are new requests that an installation owner user is in the process of preparing. Incomplete responses to TxDOT are requests for which the installation owner is preparing a response to TxDOT (e.g., to provide revised documentation).

http://impdev.tamu.edu - TxDOT - All District Requests - Microsoft Internet Explorer

File Edit View Favorites Tools Help

**TxDOT - Utility Installation Review (UIR) System**

Home Logged in as **TTI.SATUPO1** (satupo1) Logout

**Installation Requests**

- My Requests
- My Office Requests
- My District Requests
- Approved Requests
- Closed Requests

**Accounts**

- My Account
- TxDOT Contacts
- Installation Owner Contacts
- Manage Inst. Owner Accts

**Reports**

- Reports
- Map

**Database Tools**

- Incomplete Requests
- Purge Request**
- Rollback Request

**Other Resources**

- Special Provisions
- Request Checklist

**San Antonio District - Purge Requests**

Maintenance Section [ID]	Requests currently at TxDOT	Requests currently at Installation Owner
Bexar Metro [10]	1	0
Northeast [15]	1	1
West Bexar [17]	1	0
<b>All Maintenance Sections</b>	<b>3</b>	<b>1</b>

Search by

**Requests Currently at TxDOT (1)** [\[Hide/Show\]](#)

Dist App No.	Installation Request No.	Maintenance Section	Highway	Installation Owner	Currently at	Action Needed	Last Event
erwt	SAT20071120085011	Northeast	SL0368	UIR TTI Testing	District Maintenance Office	Approve/reject application	11-21-2007

To purge an existing request, click the “Purge Request” menu in the “Database Tools” menu box. From the list, you can select a request to permanently delete it from the system. Warning: Purging requests from the system deletes the requests from the database permanently. Use this option with extreme caution.

http://impdev.tamu.edu - TxDOT - All District Requests - Microsoft Internet Explorer

File Edit View Favorites Tools Help

**TxDOT - Utility Installation Review (UIR) System**

Home Logged in as **TTI.SATUPO1 (satup01)** Logout

**Installation Requests**

- My Requests
- My Office Requests
- My District Requests
- Approved Requests
- Closed Requests

**Accounts**

- My Account
- TxDOT Contacts
- Installation Owner Contacts
- Manage Inst. Owner Accts

**Reports**

- Reports
- Map

**Database Tools**

- Incomplete Requests
- Burge Request
- Rollback Request**

**Other Resources**

- Special Provisions
- Request Checklist

**San Antonio District - Rollback Requests**

Maintenance Section [ID]	Requests currently at TxDOT	Requests currently at Installation Owner
Bexar Metro [10]	1	0
Northeast [15]	1	1
West Bexar [17]	1	0
<b>All Maintenance Sections</b>	<b>3</b>	<b>1</b>

Search by

**Requests Currently at TxDOT (3)** [\[Hide/Show\]](#)

Dist App No.	Installation Request No.	Maintenance Section	Highway	Installation Owner	Currently at	Action Needed	Last Event
erwt	SAT20071120085011	Northeast	SL0368	UIR TTI Testing	District Maintenance Office	Approve/reject application	11-21-2007
	SAT20071120101322	West Bexar	SH0016	UIR TTI Testing	Utility Permit Office	Conduct initial review	11-22-2007
	SAT20071124114951	Bexar Metro	SS0117	UIR Utility Testing Company	Utility Permit Office	Conduct initial review	11-24-2007

To rollback a request, click the “Rollback Request” menu option to list existing requests.

http://impdev.tamu.edu - TxDOT - Rollback Request - Microsoft Internet Explorer

File Edit View Favorites Tools Help

**TxDOT - Utility Installation Review (UIR) System**

Home Logged in as **TTI SATUPO1** (satupo1) Logout

**SAT20071120085011** **Basic Information** Event History Rollback Event Go back

**Installation Requests**

- My Requests
- My Office Requests
- My District Requests
- Approved Requests
- Closed Requests

**Accounts**

- My Account
- TxDOT Contacts
- Installation Owner Contacts
- Manage Inst. Owner Accts

**Reports**

- Reports
- Map

**Database Tools**

- Incomplete Requests
- Purge Request
- Rollback Request**

**Other Resources**

- Special Provisions
- Request Checklist

**Basic Information**

Installation Request No.	<b>SAT20071120085011</b>
District Application No.	erwt
Installation Owner Job No.	
Applicant Name	TTI SAT5
Contact Information	UIR-DEV@ttimail.tamu.edu - 210-731-9938
Installation Owner Name	UIR TTI Testing
Office Name	San Antonio Office 1
Proposed Construction Schedule	<b>Begin on: 01-02-2008</b> <b>Finish on: 04-02-2008</b>
Request Type	Regular Installation Request
Installation Purpose	Public Utility Installation
Installation Class	Telephone
Installation Location	Aerial
Description	est
Special Comments	
Notice Printout	<a href="#">View Notice (PDF)</a>   <a href="#">View Notice (HTML)</a>
Request Checklist	<a href="#">Show Request Checklist Answers</a>

**Attachments**

Attachment	Size (KB)	Attachment (pdf)
<a href="#">Picture 025.jpg</a>	425	

**Location**

Geographic Location District	San Antonio
Maintenance District	San Antonio
Maintenance Section	Northeast
Control Section	001608

Done Internet

Select the request to be rolled back.

http://impdev.tamu.edu - TxDOT - Rollback Request - Microsoft Internet Explorer

File Edit View Favorites Tools Help

**TxDOT - Utility Installation Review (UIR) System**

Home Logged in as **TTI SATUPO1** (satupo1) Logout

**SAT20071120085011** Basic Information Event History **Rollback Event** Go back

**Statistics** [Show/Hide]

**Event History** [Collapse/Expand]

<b>Event 2</b>	Review completed / Approve/reject application
When	11/21/2007 08:19:25 PM
By	TTI SATUPO1 (TxDOT, Utility Permit Office) - satupo1
Send to	TTI SATUPA1 (TxDOT, District Maintenance Office) - satupa1
Comment	
Attachment 1	PM1008042005.xls
<b>Rollback this Event</b>	

<b>Event 1</b>	Application submitted / Conduct initial review
When	11/20/2007 08:52:04 AM
By	TTI SAT5 (UIR TTI Testing, San Antonio Office 1) - ttisat5
Send to	Utility Permit Office
Description	est
Special Comment	
Attachment 1	Picture 025.jpg
Notice of Proposal Installation	<a href="#">View Notice</a>

**Installation Requests**

- My Requests
- My Office Requests
- My District Requests
- Approved Requests
- Closed Requests

**Accounts**

- My Account
- TxDOT Contacts
- Installation Owner Contacts
- Manage Inst. Owner Accts

**Reports**

- Reports
- Map

**Database Tools**

- Incomplete Requests
- Burge Request
- Rollback Request**

**Other Resources**

- Special Provisions
- Request Checklist

Click the “Rollback Event” at the top of the page. The last event of the request is automatically highlighted. Click the “Rollback this Event” button to roll back this event. This action is irreversible.



http://impdev.tamu.edu - TxDOT - Rollback Request - Microsoft Internet Explorer

File Edit View Favorites Tools Help

TxDOT - Utility Installation Review (UIR) System

Home Logged in as TTI SATUPO1 (satup01) Logout

SAT20071120085011 Basic Information Event History Rollback Event Go back

Statistics [Show/Hide]

Event History [Collapse/Expand]

Event 1	Application submitted / Conduct initial review
When	11/20/2007 08:52:04 AM
By	TTI SAT5 (UIR TTI Testing, San Antonio Office 1 ) - ttisat5
Send to	Utility Permit Office
Description	est
Special Comment	
Attachment 1	Picture 025.jpg
Notice of Proposal Installation	<a href="#">View Notice</a>

Rollback this Event

Installation Requests

- My Requests
- My Office Requests
- My District Requests
- Approved Requests
- Closed Requests

Accounts

- My Account
- TxDOT Contacts
- Installation Owner Contacts
- Manage Inst. Owner Accts

Reports

- Reports
- Map

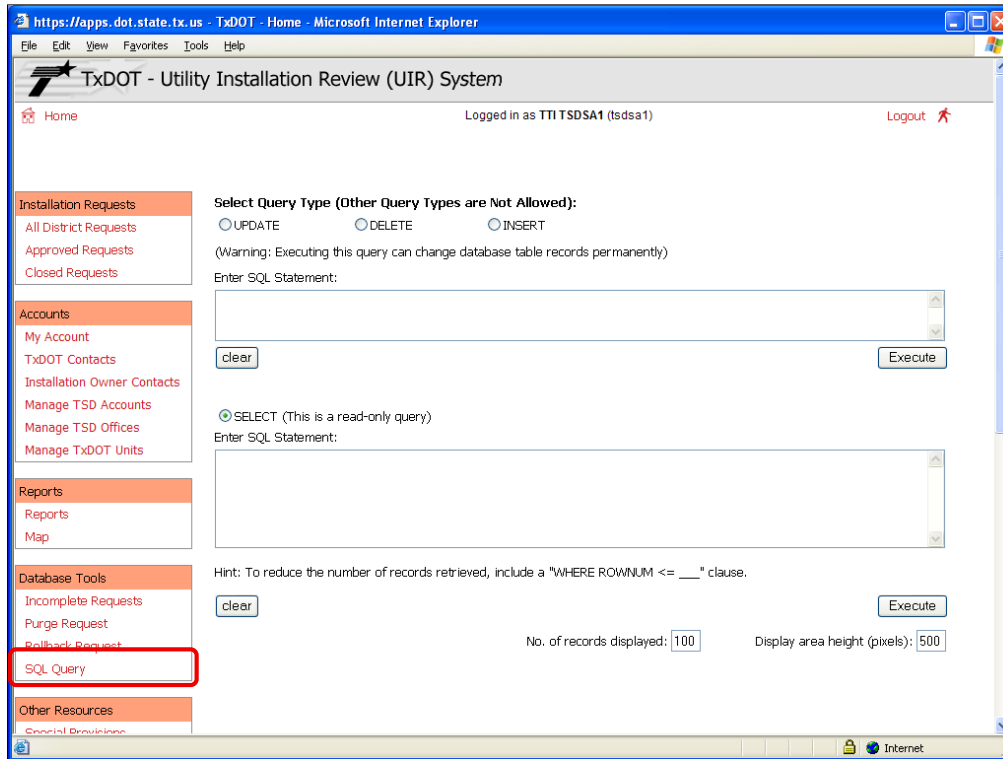
Database Tools

- Incomplete Requests
- Burge Request
- Rollback Request

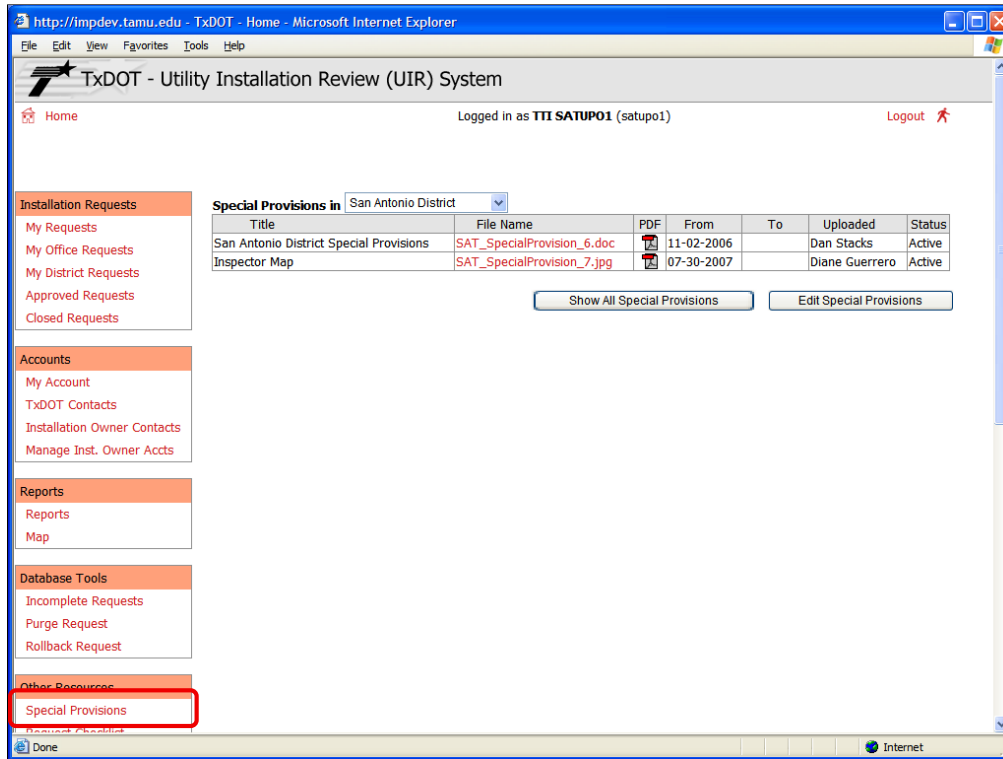
Other Resources

- Special Provisions
- Request Checklist

The only event that cannot be rolled back further is Event 1 (original request submission).



A database tool that is only available to TSD security administrators is SQL Query. This tool allows TSD security administrators to run UPDATE, DELETE, INSERT, or SELECT queries on the UIR database using the UIR interface.



The “Other Resources” menu includes many options that are common to TxDOT and installation owner users. The “Special Provisions” and “Request Checklist” options included additional functionality to certain TxDOT users with an administrative privilege.

Click the “Special Provisions” menu in the “Other Resources” menu to view a list of special provisions a TxDOT district uses. A TxDOT user within the utility permit office and has administrative privileges also has the capability to update and/or edit special provisions.

To edit a special provision, click the “Edit Special Provisions” button.

http://impdev.tamu.edu - TxDOT - Home - Microsoft Internet Explorer

File Edit View Favorites Tools Help

**TxDOT - Utility Installation Review (UIR) System**

Home Logged in as **TTI.SATUPO1** (satupo1) Logout

**Installation Requests**

- My Requests
- My Office Requests
- My District Requests
- Approved Requests
- Closed Requests

**Accounts**

- My Account
- TxDOT Contacts
- Installation Owner Contacts
- Manage Inst. Owner Accts

**Reports**

- Reports
- Map

**Database Tools**

- Incomplete Requests
- Purge Request
- Rollback Request

**Other Resources**

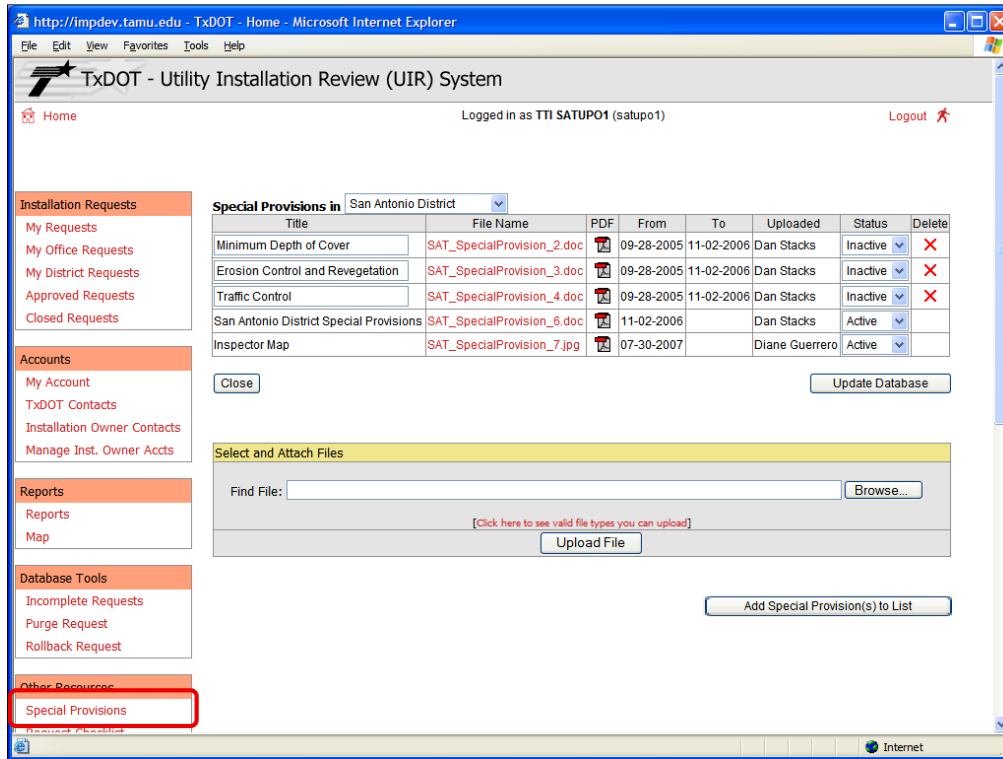
- Special Provisions**
- Request Abstract

**Special Provisions in** San Antonio District

Title	File Name	PDF	From	To	Uploaded	Status
Minimum Depth of Cover	SAT_SpecialProvision_2.doc		09-28-2005	11-02-2006	Dan Stacks	Inactive
Erosion Control and Revegetation	SAT_SpecialProvision_3.doc		09-28-2005	11-02-2006	Dan Stacks	Inactive
Traffic Control	SAT_SpecialProvision_4.doc		09-28-2005	11-02-2006	Dan Stacks	Inactive
San Antonio District Special Provisions	SAT_SpecialProvision_6.doc		11-02-2006		Dan Stacks	Active
Inspector Map	SAT_SpecialProvision_7.jpg		07-30-2007		Diane Guerrero	Active

Show Active Special Provisions Edit Special Provisions

To view a complete list of special provisions, both active and inactive, click the “Show All Special Provisions” button. Notice that when all the special provisions are displayed, the text in the button changes to “Show Active Special Provisions.”



The editing screen enables users to edit the name of a special provision (if it has not been used before with any installation request), edit the status of an existing provision, delete an existing special provision (if it has not been used before with any installation request), or upload new provisions.

To accept the changes, click the “Update Database” button.

To add new provisions to the list:

- click the “Browse” button to select a file;
- click the “Upload File” to upload and convert the file to DPF;
- as needed, repeat the first two steps for other special provision files; and
- when finished, click the “Add Special Provision(s) to List” button.

The maximum file size is 5 megabytes. The maximum number of files that can be uploaded as part of the same transaction is 5.

Request checklist in San Antonio District

ID	Order	Question	From	To	Status
1	1	Is the location and identification (highway number) of the TxDOT highway clearly indicated on the plans?	09-13-2005		Active
2	2	Are the utility plans legible, drawn to scale, and accurately dimensioned?	09-13-2005		Active
3	3	Is the location of the proposed utility line clearly shown on the plans?	09-13-2005		Active
4	4	Are other existing utility lines in the vicinity shown on the plans?	09-13-2005		Active
5	5	Are the right of way line and edge of highway pavement clearly shown on plans?	09-13-2005		Active
6	6	For lines to be installed parallel to the highway, is the distance from the right of way line and from the edge of highway pavement clearly shown?	09-13-2005		Active
7	7	For installations parallel to the highway, does the installation alignment change? Alignment changes need to be justified and reasonable.	09-13-2005		Active
10	8	Are appropriate temporary erosion control devices (e.g., rock berms, silt fences) shown where the line will be across/along a creek, drainage way, steep slope, within the Edwards Aquifer Recharge Zone, or in other critical areas?	09-13-2005		Active
11	9	For aerial installations, do the plans clearly show and differentiate between existing poles and new poles?	09-13-2005		Active
8	10	For highway crossings, is the location of the crossing clearly shown on the plans? The crossing should be as close to 90 degrees as practical.	09-13-2005		Active
9	11	For lines crossing the highway, crossing intersecting streets/county roads, or passing through the protected root area of desirable trees, is it clearly shown that the line will be installed by boring? In addition, casing should be shown under highways and paved city street/county road intersections.	09-13-2005		Active

Show all questions      Edit Checklist Questions

Click the “Request Checklist” in the “Other Resources” menu to show the checklist questions currently used by a district. These are the questions that appear on the first screen (Step 1) when installations owner users submit new or revised installation requests. The purpose of the checklist is to help installation owners improve the quality of the documentation submitted to TxDOT.

Utility permit office users with an administrative privilege have the ability to edit the checklist questions. Click the “Show All Questions” button to list all checklist questions, both active and inactive, at the district. To edit questions, click the “Edit Checklist Questions” button.

http://impdev.tamu.edu - TxDOT - Home - Microsoft Internet Explorer

TxDOT - Utility Installation Review (UIR) System

Home Logged in as TTI.SATUPO1 (satup01) Logout

Request Checklist in district: San Antonio District

ID	Order	Question	From	To	Status	Delete
1	1	Is the location and identification (highway number) of the TxDOT highway clearly indicated on the plans?	09-13-2005		Active	
2	2	Are the utility plans legible, drawn to scale, and accurately dimensioned?	09-13-2005		Active	
3	3	Is the location of the proposed utility line clearly shown on the plans?	09-13-2005		Active	
4	4	Are other existing utility lines in the vicinity shown on the plans?	09-13-2005		Active	
5	5	Are the right of way line and edge of highway pavement clearly shown on plans?	09-13-2005		Active	
6	6	For lines to be installed parallel to the highway, is the distance from the right of way line and from the edge of highway pavement clearly shown?	09-13-2005		Active	X
7	7	For installations parallel to the highway, does the installation alignment change? Alignment changes need to be justified and reasonable.	09-13-2005		Active	
10	8	Are appropriate temporary erosion control devices (e.g., rock berms, silt fences) shown where the line will be across/along a creek, drainage way, steep slope, within the Edwards Aquifer Recharge Zone, or in other critical areas?	09-13-2005		Active	
11	9	For aerial installations, do the plans clearly show and differentiate between existing poles and new poles?	09-13-2005		Active	X
8	10	For highway crossings, is the location of the crossing clearly shown on the plans? The crossing should be as close to 90 degrees as practical.	09-13-2005		Active	
		For lines crossing the highway, crossing intersecting streets/county roads, or passing through the protected root area of desirable trees,				

Installation Requests

- My Requests
- My Office Requests
- My District Requests
- Approved Requests
- Closed Requests

Accounts

- My Account
- TxDOT Contacts
- Installation Owner Contacts
- Manage Inst. Owner Accts

Reports

- Reports
- Map

Database Tools

- Incomplete Requests
- Purge Request
- Rollback Request

Other Resources

- Special Provisions
- Request Checklist

The editing screen enables users to edit or delete questions that have not been used with existing installation requests, change the order in which questions appear on the screen, and change the status of a question.

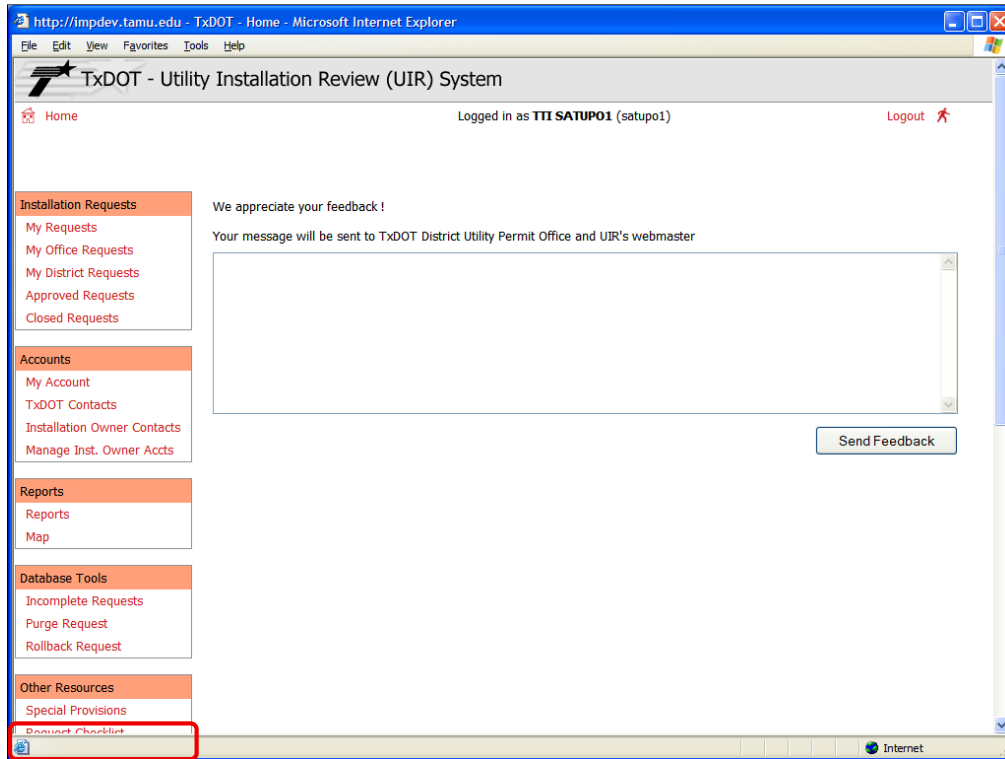
The screenshot shows a web browser window with the URL <http://impdev.tamu.edu>. The page title is "TxDOT - Home". The browser's address bar shows the URL. The page content includes a sidebar on the left with several sections: "Manage Inst. Owner Accts", "Reports" (with sub-links for Reports and Map), "Database Tools" (with sub-links for Incomplete Requests, Purge Request, and Rollback Request), and "Other Resources" (with sub-links for Special Provisions, Request Checklist, Feedback, UIR Help, TxDOT Manuals, Accommodation Rules, TxDOT Standard Specifications, Texas Manual on Uniform Traffic Control Devices, TxDOT Traffic Engineering Standard Plan Sheets, Utility Listings, ROW Maps, and Survey Control Points). The "Request Checklist" link is highlighted with a red box. The main content area displays a table of checklist items. The table has columns for an ID, a question, a date, and an "Active" status. Below the table are buttons for "Cancel Edit" and "Update Checklist". At the bottom of the page, there is a text box labeled "Add New Checklist Question" and a button labeled "Add Question to List". A legend at the bottom left indicates that a green dot represents "Notification (Expedited)" and a red triangle represents "Emergency".

ID	Question	Date	Status
7	For installations parallel to the highway, does the installation alignment change? Alignment changes need to be justified and reasonable.	09-13-2005	Active
10	Are appropriate temporary erosion control devices (e.g., rock berms, silt fences) shown where the line will be across/along a creek, drainage way, steep slope, within the Edwards Aquifer Recharge Zone, or in other critical areas?	09-13-2005	Active
11	For aerial installations, do the plans clearly show and differentiate between existing poles and new poles?	09-13-2005	Active
8	For highway crossings, is the location of the crossing clearly shown on the plans? The crossing should be as close to 90 degrees as practical.	09-13-2005	Active
9	For lines crossing the highway, crossing intersecting streets/county roads, or passing through the protected root area of desirable trees, is it clearly shown that the line will be installed by boring? In addition, casing should be shown under highways and paved city street/county road intersections.	09-13-2005	Active

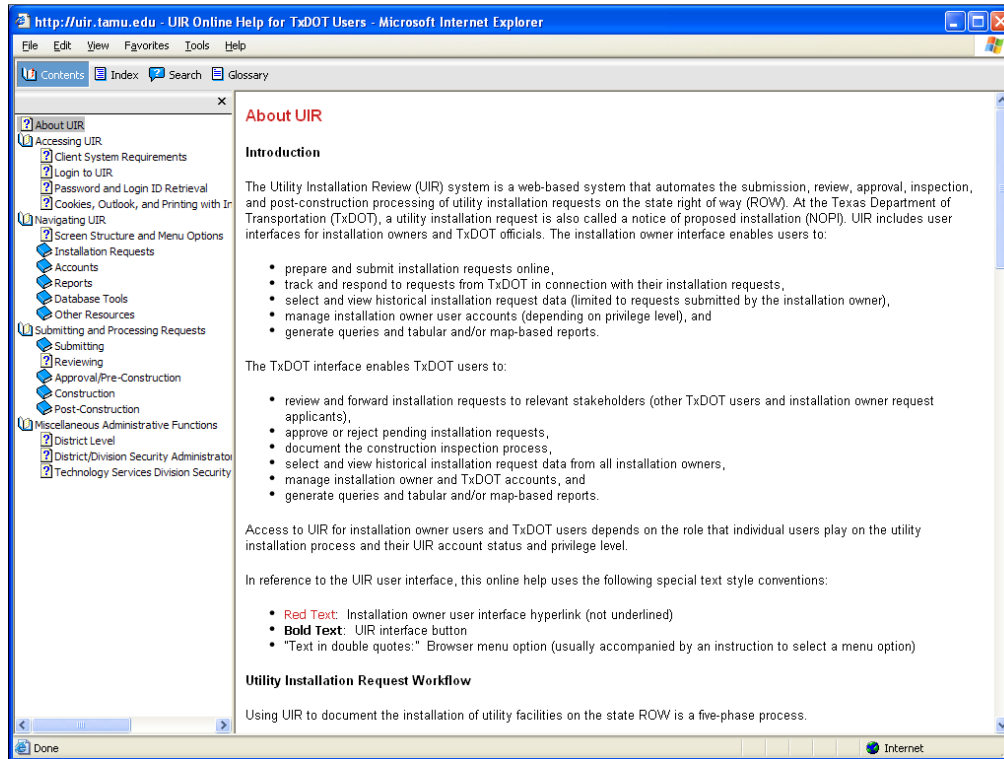
To apply all the changes, click the “Update Checklist” button.

At the bottom of the page, the system also includes a text box for adding new questions to the list. To add a new question, type the question in the text box, and then click the “Add Question to List” button.





The system also provides a feedback tool in the “Other Resources” menu. To provide feedback, type it in the text box, and then click “Send Feedback.”



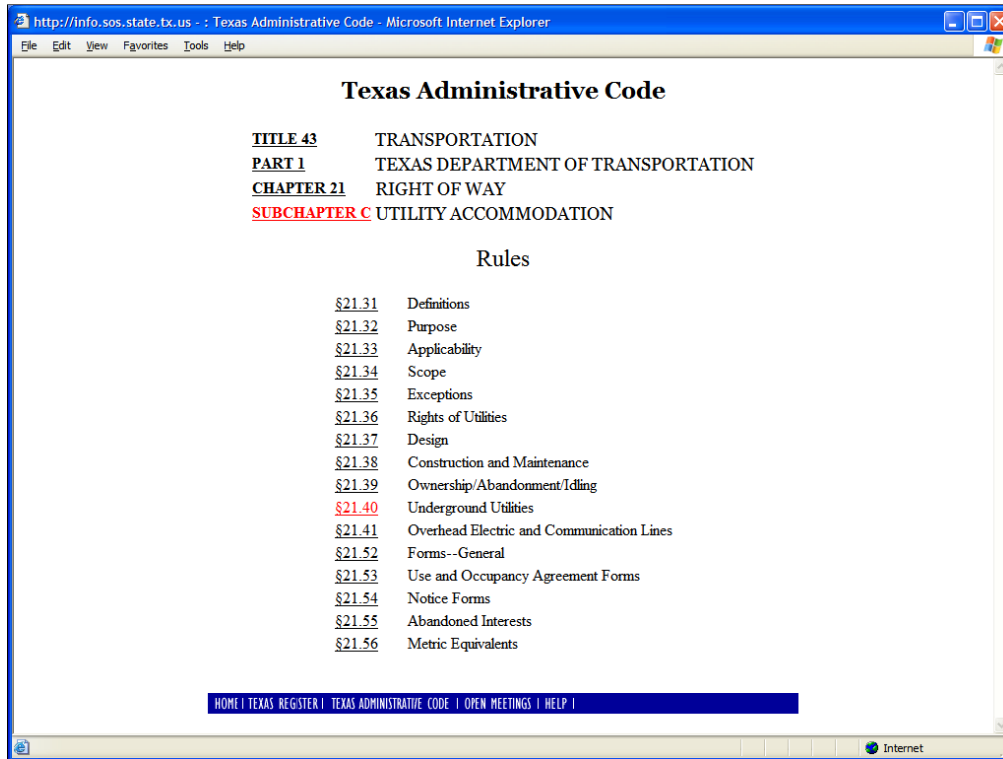
Clicking the “UIR Help” link (under the “Other Resources” menu) opens the online UIR help system. Notice that UIR includes two separate help systems: one for installation owners (accessible to installation owner users when they click the “UIR Help” link) and a second one for TxDOT users (only accessible to TxDOT users).

The other links provided in the “Other Resources” menu are the same as those available in the installation owner interface. These links are:

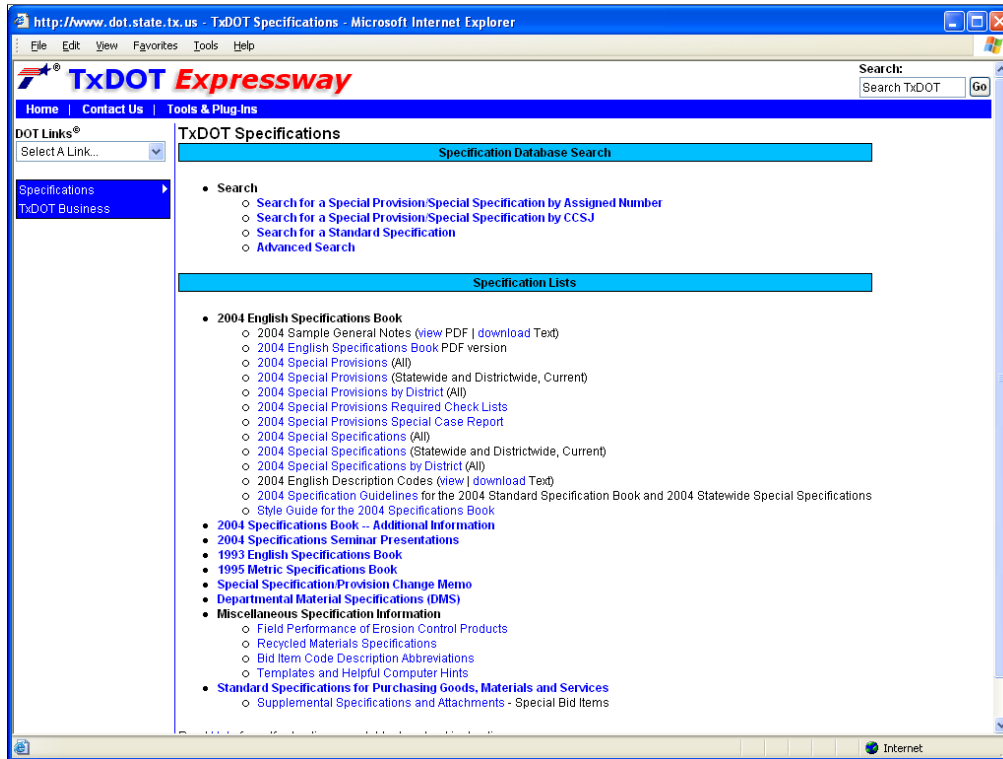
- TxDOT Manuals,
- Accommodation Rules,
- TxDOT Standard Specifications,
- Texas Manual on Uniform Traffic Control Devices,
- TxDOT Traffic Engineering Standard Plan Sheets,
- Utility Listings,
- ROW Maps, and
- Survey Control Points.



Clicking the “TxDOT Manuals” link (under the “Other Resources” menu) displays the web page where TxDOT manuals are listed.



Clicking the “Utility Accommodation Rules” link (under the “Other Resources” menu) displays the Utility Accommodation Rules.



Clicking the “TxDOT Standard Specifications” link (under the “Other Resources” menu) opens a page with links to TxDOT construction specifications.

http://www.dot.state.tx.us - Traffic Operations Publications - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Contact Us | Site Map | Home

**TEXAS DEPARTMENT OF TRANSPORTATION**

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Home >> Publications >> Traffic Operations Publications

### Traffic Operations Publications

- 2007 Standard Highway Sign Designs for Texas (SHSD)
- 2006 Texas Manual on Uniform Traffic Control Devices
- 2003 Texas Manual on Uniform Traffic Control Devices

Date	Title	Format		
		PDF	Word	Other
10/07	Compliant Work Zone Traffic Control Devices			
08/07	Fabrication Drawings for the Texas Triangular Slip Base and Wedge Anchor System			
07/05	List of Non-Radioactive Hazardous Materials (NRHM) Routes			
	Non-Radioactive Hazardous Materials (NRHM) Route Maps			
	Traffic Engineering Standard Plan Sheets (Metric and English)			<a href="#">HTML</a>
06/06	Speed Limit Brochure			
07/06	Traffic Signals Brochure			
07/06	Work Zones Brochure			
11/06	Procedures for Establishing Speed Zones			
11/05	Traffic Safety Program Manual			
11/03	Highway Illumination Manual			
08/04	Pavement Markings Handbook			
02/00	Railroad Operations Volume			
12/05	Highway Safety Improvement Program Manual			
12/99	Traffic Signals Manual			
12/05	Request for Proposals for Fiscal Year 2007			

**Publications**

- Overview
- Aviation
- Bridge
- Business Opportunity Programs
- Civil Rights
- Construction
- Design
- General Services
- Government & Public Affairs
- Information Systems
- International Relations
- Maintenance
- Motor Carrier
- Motor Vehicle
- Public Transportation
- Research & Technology Implementation
- Right of Way
- Texas Turnpike Authority
- Traffic Operations
- Transportation Planning & Programming
- Travel
- Vehicle Titles & Registration

► Citizen

► Business

► Government

► Travel

► FAQs

E-Mail Page

Printer-Friendly

Enlarge Font

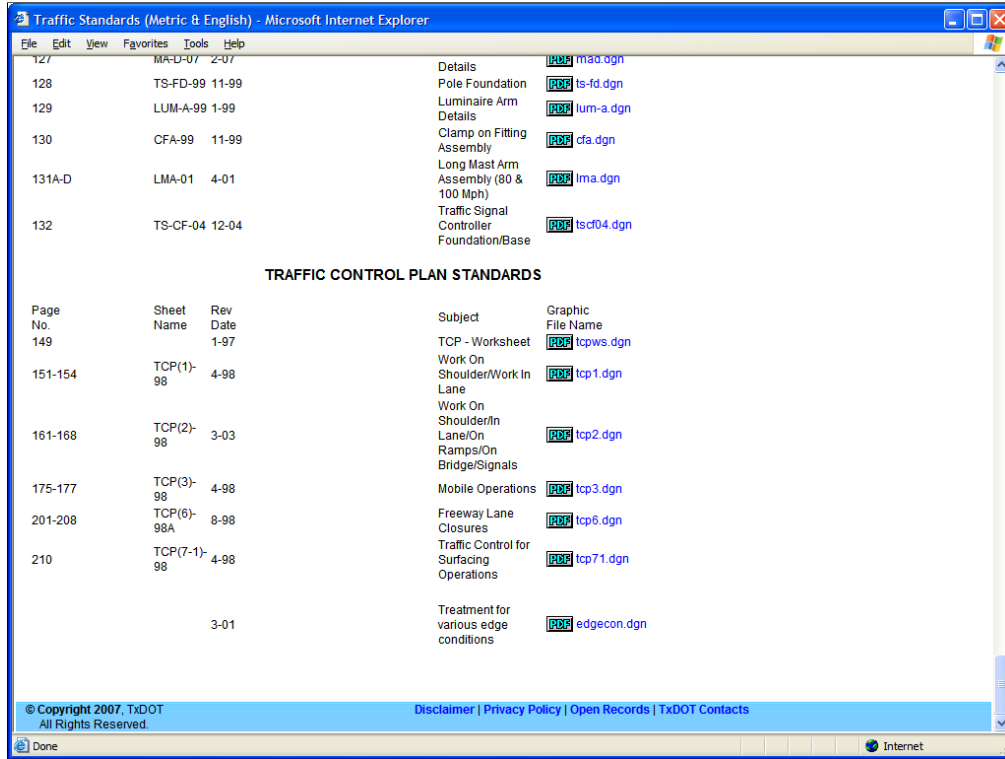
Reduce Font

► Tools & Plug-Ins

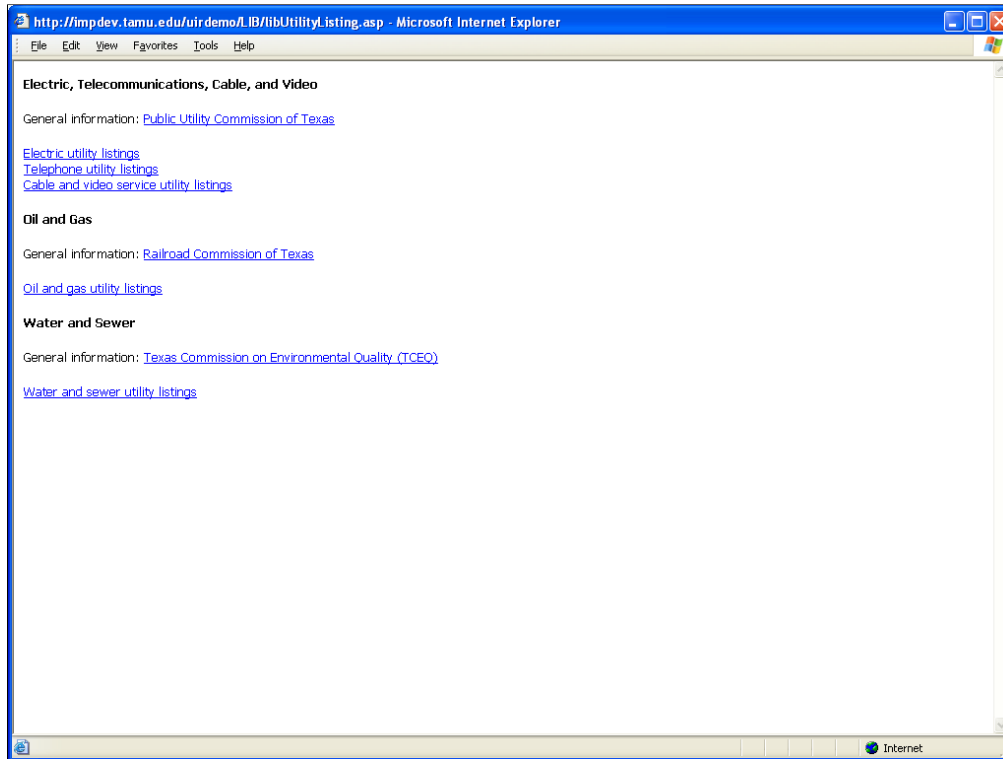
http://www.dot.state.tx.us/publications/traffic.htm#03 mutcd

Internet

Clicking the “TxDOT Manual on Uniform Traffic Control Devices” link (under the “Other Resources” menu) opens a page with links to the Texas Manual on Uniform Traffic Control Devices.



Clicking the “TxDOT Traffic Engineering Standard Plan Sheets” link (under the “Other Resources” menu) opens a page with links to standard traffic control plan sheets at TxDOT.

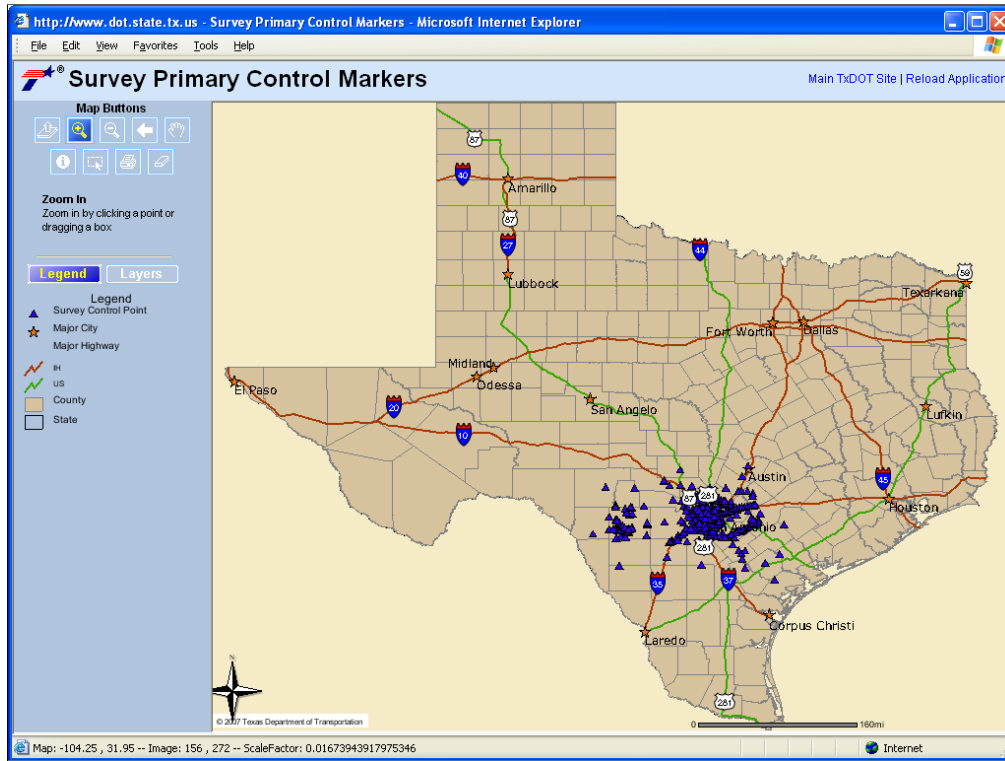


Clicking the “Utility Listing” link (under the “Other Resources” menu) opens a page with links to lists of existing utility companies in Texas.





Clicking the “ROW Maps” link (under the “Other Resources” menu) opens a page that loads the TxDOT ROW Maps application.

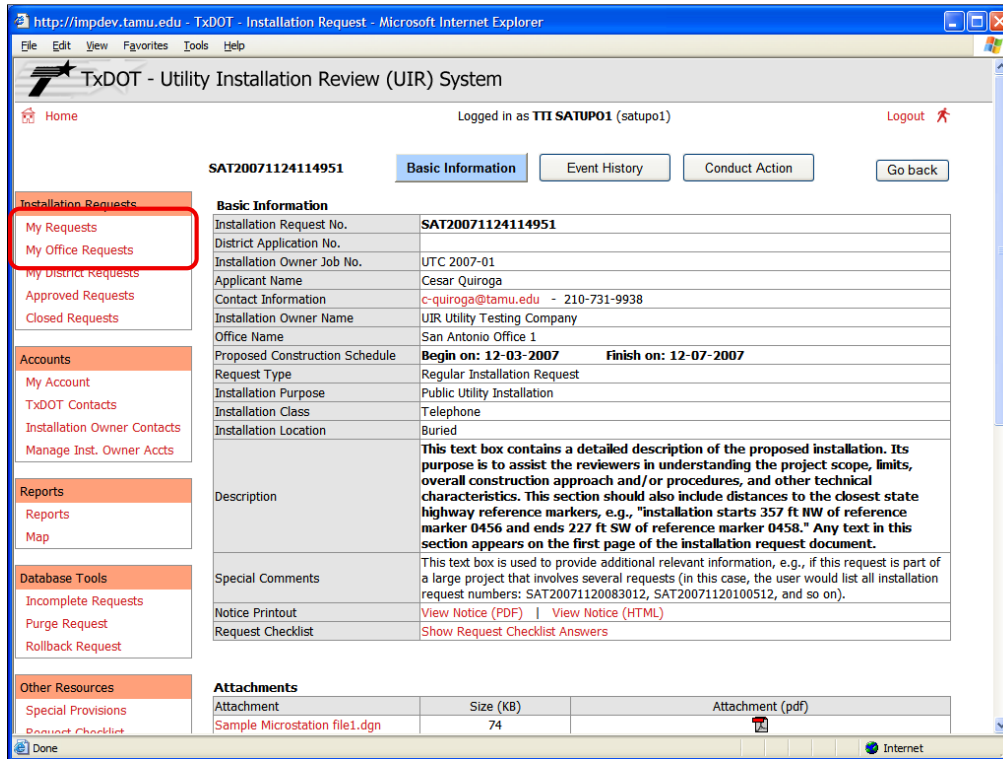


Clicking the “Survey Control Points” link (under the “Other Resources” menu) opens a page that displays survey control point locations.

## TxDOT User Interface

- Accessing UIR
- Navigating UIR
- Submitting and processing requests
  - ✓ Submitting
  - ✓ Reviewing
  - ✓ Approval/pre-construction
  - ✓ Construction
  - ✓ Post-construction

The sample slides follow the same structure as the UIR user manual.

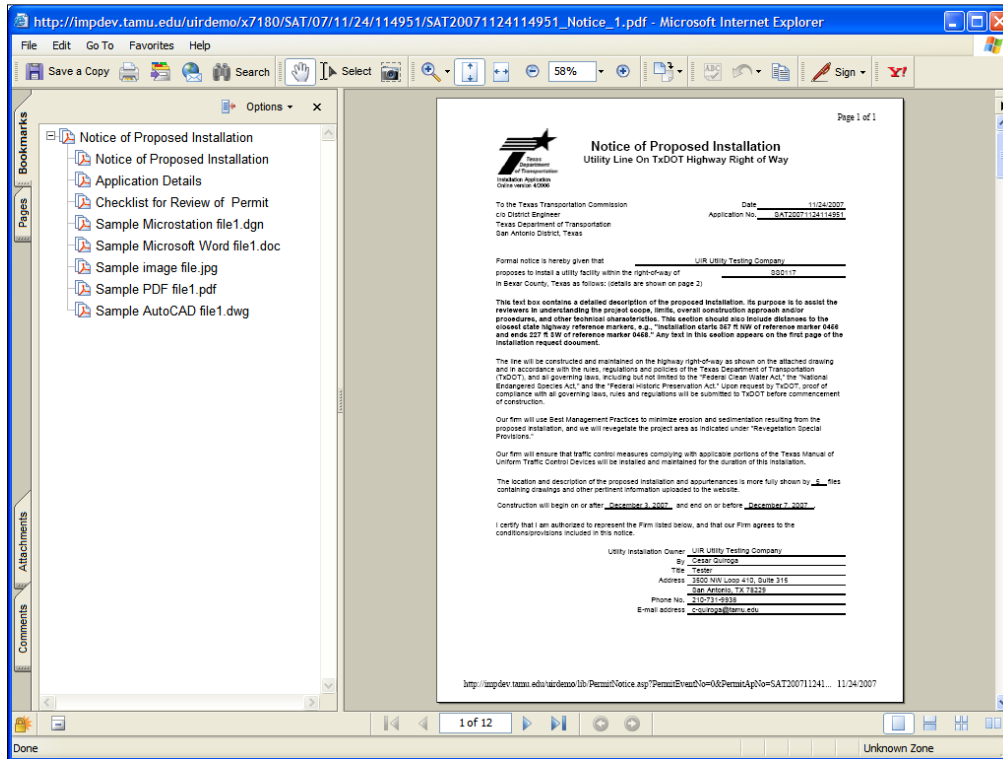


The following slides will go through of reviewing and processing installation requests.

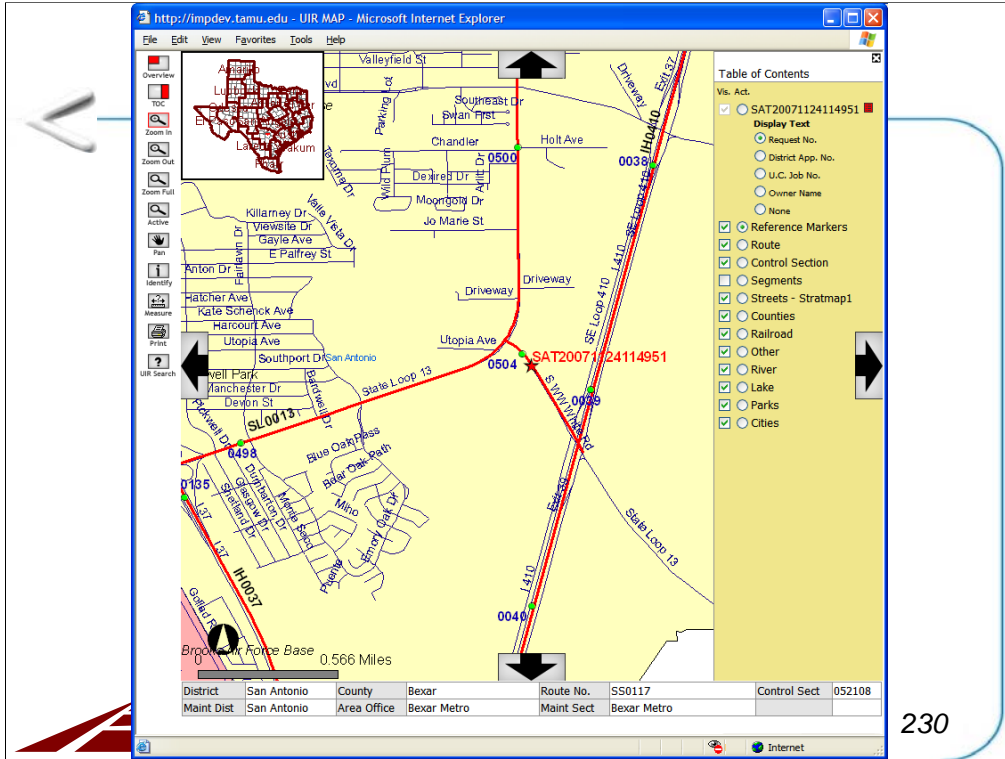
Opening an installation request shows a view with three buttons: Basic Information, Event History, and Conduct Action. This screen shows the basic information. Notice that the “Conduct Action” button is enabled if there is a pending action by the user. Otherwise, the button is disabled.

Notice the Basic Information screen includes links to a number of documents including the request (also called notice of proposed installation) and all the attachment files (both original format and PDF). Scrolling down the screen provides access to a map link. Clicking that link opens a new window that displays the location of the proposed installation. The next two slides show the request PDF file and the map.

Note: the system automatically assigns unique numbers to installation requests (e.g., SAT20071124114951) in the following format: <three-letter TxDOT district code>yyyymmddhhmmss, where yyyymmddhhmmss represents the date and time (in military time format) when an installation owner user started the transaction to submit a new installation request.



This is the installation request PDF file.



230

This is the map that shows the location of the proposed installation.

http://impdev.tamu.edu - TxDOT - Installation Request - Microsoft Internet Explorer

File Edit View Favorites Tools Help

**TxDOT - Utility Installation Review (UIR) System**

Home Logged in as **TTI.SATUPO1** (satupo1) Logout

**SAT20071124114951** Basic Information **Event History** Conduct Action Go back

**Installation Requests**

- My Requests
- My Office Requests
- My District Requests
- Approved Requests
- Closed Requests

**Accounts**

- My Account
- TxDOT Contacts
- Installation Owner Contacts
- Manage Inst. Owner Accts

**Reports**

- Reports
- Map

**Database Tools**

- Incomplete Requests
- Purge Request
- Rollback Request

**Other Resources**

- Special Provisions
- Request Checklist

**Statistics** [Show/Hide]

**Event History** [Collapse/Expand]

<b>Event 1</b>	Application submitted / Conduct initial review
When	11/24/2007 12:44:45 PM
By	Cesar Quiroga (UIR Utility Testing Company, San Antonio Office 1) - cquiroga440
Send to	Utility Permit Office
Description	This text box contains a detailed description of the proposed installation. Its purpose is to assist the reviewers in understanding the project scope, limits, overall construction approach and/or procedures, and other technical characteristics. This section should also include distances to the closest state highway reference markers, e.g., "Installation starts 357 ft NW of reference marker 0456 and ends 227 ft SW of reference marker 0458." Any text in this section appears on the first page of the installation request document.
Special Comment	This text box is used to provide additional relevant information, e.g., if this request is part of a large project that involves several requests (in this case, the user would list all installation request numbers: SAT20071120083012, SAT20071120100512, and so on).
Attachment 1	<a href="#">Sample Microstation file1.dgn</a>
Attachment 2	<a href="#">Sample Microsoft Word file1.doc</a>
Attachment 3	<a href="#">Sample image file.jpg</a>
Attachment 4	<a href="#">Sample PDF file1.pdf</a>
Attachment 5	<a href="#">Sample AutoCAD file1.dwg</a>
Notice of Proposal Installation	<a href="#">View Notice</a>

Done Internet

This screen shows the event history. For an installation request that has just been submitted, like the one on the screen, there is only one event so far.

The screenshot shows the TxDOT - Utility Installation Review (UIR) System interface. The user is logged in as TTI SATUPO1 (satupo1). The main content area displays the following information:

**Installation Requests**

- My Requests
- My Office Requests
- My District Requests
- Approved Requests
- Closed Requests

**Accounts**

- My Account
- TxDOT Contacts
- Installation Owner Contacts
- Manage Inst. Owner Accts

**Reports**

- Reports
- Map

**Database Tools**

- Incomplete Requests
- Purge Request
- Rollback Request

**Other Resources**

- Special Provisions
- Request Checklist

**Statistics [Show/Hide]**

Status	Days	Status	Days	Status	Days
Submitted	0.8	Pre construction-at Installation Owner		Post construction-at Installation Owner	
Under review-at TxDOT		Pre construction-at Installation Owner (notify by phone)		Post construction-at TxDOT	
Under review-at TxDOT Total	0.8	Pre construction-Total		Post construction-Total	
Under review-at Installation Owner		Amendment-at Installation Owner		Closed	
Under review-Total	0.8	Amendment-at TxDOT			
Days to approve/reject		Construction			
		Construction stopped-at Installation Owner			
		Construction-Total			

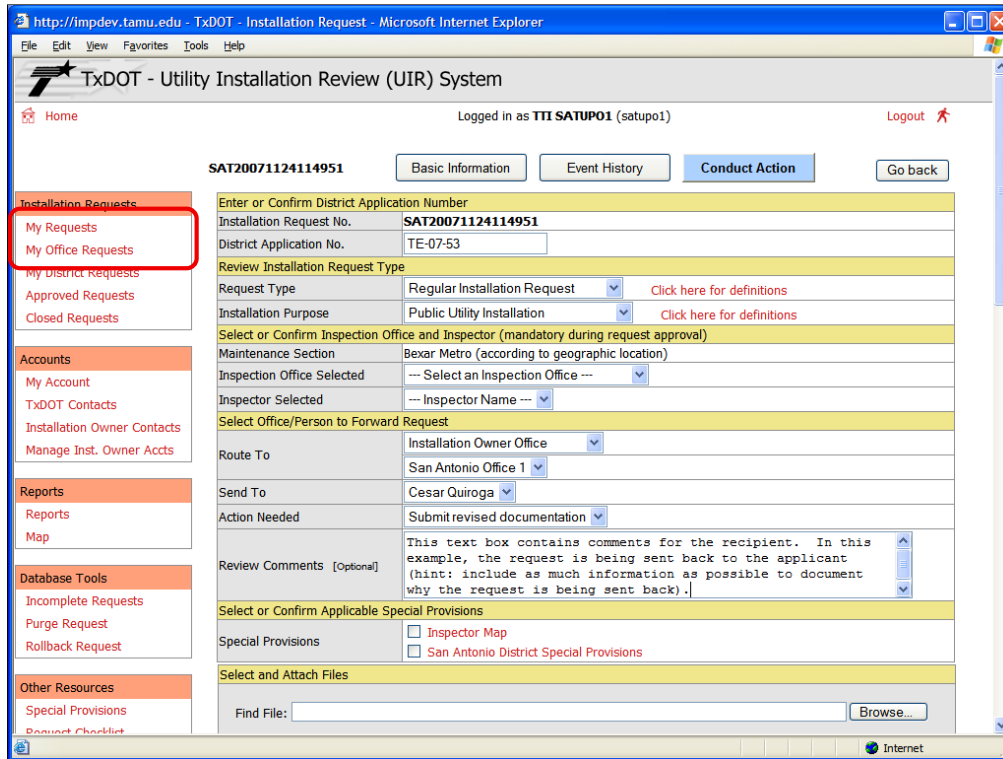
**Event History [Collapse/Expand]**

Status	Events	By	Office Name	Date
Submitted	1. Application submitted	Cesar Quiroga	UIR Utility Testing Company, San Antonio Office 1	11-24-2007

The event history screen includes a tool to display installation request statistics (basically the number of days an installation request spends at critical steps throughout the review process). To view or hide the statistics, click the “[Show/Hide]” link.

A user can also collapse or expand the event history by clicking the “[Collapse/Expand]” link at the top of the event history table.





To process and route the request elsewhere, click the “Conduct Action” button.

As an example, this screen shows the action to send the installation request back to the applicant. To complete this action, select the installation owner user who submitted this request in the “Select Office/Person to Forward Request” field, select “Submit revised documentation” in the “Action Needed” drop-down list, and type any appropriate comments.

http://impdev.tamu.edu - TxDOT - Installation Request - Microsoft Internet Explorer

File Edit View Favorites Tools Help

**Installation Requests**

- My Requests
- My Office Requests
- My District Requests
- Approved Requests
- Closed Requests

**Accounts**

- My Account
- TxDOT Contacts
- Installation Owner Contacts
- Manage Inst. Owner Accts

**Reports**

- Reports
- Map

**Database Tools**

- Incomplete Requests
- Purge Request
- Rollback Request

**Other Resources**

- Special Provisions
- Request Checklist
- Feedback
- UIR Help
- TxDOT Manuals
- Accommodation Rules
- TxDOT Standard Specifications

**Enter or Confirm District Application Number**

Installation Request No. **SAT20071124114951**

District Application No. **TE-07-53**

**Review Installation Request Type**

Request Type: Regular Installation Request [Click here for definitions](#)

Installation Purpose: Public Utility Installation [Click here for definitions](#)

**Select or Confirm Inspection Office and Inspector (mandatory during request approval)**

Maintenance Section: Bexar Metro (according to geographic location)

Inspection Office Selected: --- Select an Inspection Office ---

Inspector Selected: --- Inspector Name ---

**Select Office/Person to Forward Request**

Route To: Installation Owner Office

San Antonio Office 1

Send To: Cesar Quiroga

Action Needed: Submit revised documentation

Review Comments [Optional]

This text box contains comments for the recipient. In this example, the request is being sent back to the applicant (hint: include as much information as possible to document why the request is being sent back).

**Select or Confirm Applicable Special Provisions**

Special Provisions:

- Inspector Map
- San Antonio District Special Provisions

**Select and Attach Files**

Find File:

[\[Click here to see valid file types you can upload\]](#)

Internet

If necessary, attach files to help document the review activity. When finished, click the “Submit Review” button to route the request back to the installation owner user.

http://impdev.tamu.edu - TxDOT - All District Requests - Microsoft Internet Explorer

File Edit View Favorites Tools Help

**TxDOT - Utility Installation Review (UIR) System**

Home Logged in as **TTI.SATUPO1 (satup01)** Logout

**Installation Requests**

- My Requests
- My Office Requests
- My District Requests**
- Approved Requests
- Closed Requests

**San Antonio District - My District Requests**

Maintenance Section [ID]	Requests currently at TxDOT	Requests currently at Installation Owner
Bexar Metro [10]	0	1
Northeast [15]	1	1
West Bexar [17]	1	0
<b>All Maintenance Sections</b>	<b>2</b>	<b>2</b>

Search by Installation Request No.  Go

**Requests Currently at Installation Owner (1)** [Hide/Show]

Dist App No.	Installation Request No.	Maintenance Section	Highway	Installation Owner	Action Needed	Last Event
TE-07-53	SAT20071124114951	Bexar Metro	SS0117	UIR Utility Testing Company	Submit revised documentation	11-25-2007

**Accounts**

- My Account
- TxDOT Contacts
- Installation Owner Contacts
- Manage Inst. Owner Accts

**Reports**

- Reports
- Map

**Database Tools**

- Incomplete Requests
- Purge Request
- Rollback Request

**Other Resources**

- Special Provisions
- Request Checklist

Done Internet

After routing an installation request, the request is no longer visible under “My Requests” or “My Office Requests.” However, it is visible under “My District Requests.”

To find that request, click the “My District Requests” link under Installation Requests, and then click the appropriate number under “Requests currently at Installation Owner.” It is also possible to search for the installation request by using the search tool.

http://impdev.tamu.edu - TxDOT - Installation Request - Microsoft Internet Explorer

File Edit View Favorites Tools Help

**TxDOT - Utility Installation Review (UIR) System**

Home Logged in as **TTI SATUPO1 (satupo1)** Logout

**SAT20071124114951** Basic Information Event History Conduct Action Go back

**Installation Requests**

- My Requests
- My Office Requests
- My District Requests
- Approved Requests
- Closed Requests

**Accounts**

- My Account
- TxDOT Contacts
- Installation Owner Contacts
- Manage Inst. Owner Accts

**Reports**

- Reports
- Map

**Database Tools**

- Incomplete Requests
- Purge Request
- Rollback Request

**Other Resources**

- Special Provisions
- Request Checklist

**Basic Information**

Installation Request No.	<b>SAT20071124114951</b>
District Application No.	TE-07-53
Installation Owner Job No.	UTC 2007-01
Applicant Name	Cesar Quiroga
Contact Information	c-quiroga@tamu.edu - 210-731-9938
Installation Owner Name	UIR Utility Testing Company
Office Name	San Antonio Office 1
Proposed Construction Schedule	<b>Begin on: 12-03-2007</b> <b>Finish on: 12-07-2007</b>
Request Type	Regular Installation Request
Installation Purpose	Public Utility Installation
Installation Class	Telephone
Installation Location	Buried

**Description**

**(Revised). This text box contains a detailed description of the proposed installation. Its purpose is to assist the reviewers in understanding the project scope, limits, overall construction approach and/or procedures, and other technical characteristics. This section should also include distances to the closest state highway reference markers, e.g., "Installation starts 357 ft NW of reference marker 0456 and ends 227 ft SW of reference marker 0458." Any text in this section appears on the first page of the installation request document.**

**Special Comments**

This text box is used to provide additional relevant information, e.g., if this request is part of a large project that involves several requests (in this case, the user would list all installation request numbers: SAT20071120083012, SAT20071120100512, and so on).

**Notice Printout** [View Notice \(PDF\)](#) | [View Notice \(HTML\)](#)

**Request Checklist** [Show Request Checklist Answers](#)

**Attachments**

Attachment	Size (KB)	Attachment (pdf)
Sample Microstation file1	74	

It is also possible to open and route installation requests that other TxDOT users in the same office have received for processing. This functionality is useful in situations where officials are out of the office for extended periods of time (e.g., on vacation).

In all cases, the process is the same. After clicking the “My Request” or “My Office Requests” links, click on a request number to display its basic information.

http://impdev.tamu.edu - TxDOT - Installation Request - Microsoft Internet Explorer

File Edit View Favorites Tools Help

**TxDOT - Utility Installation Review (UIR) System**

Home Logged in as **TTI SATUPO1 (satupo1)** Logout

**SAT20071124114951** Basic Information **Event History** Conduct Action Go back

**Installation Requests** **Statistics** [Show/Hide]

My Requests  
My Office Requests  
My District Requests  
Approved Requests  
Closed Requests

**Accounts**  
My Account  
TxDOT Contacts  
Installation Owner Contacts  
Manage Inst. Owner Accts

**Reports**  
Reports  
Map

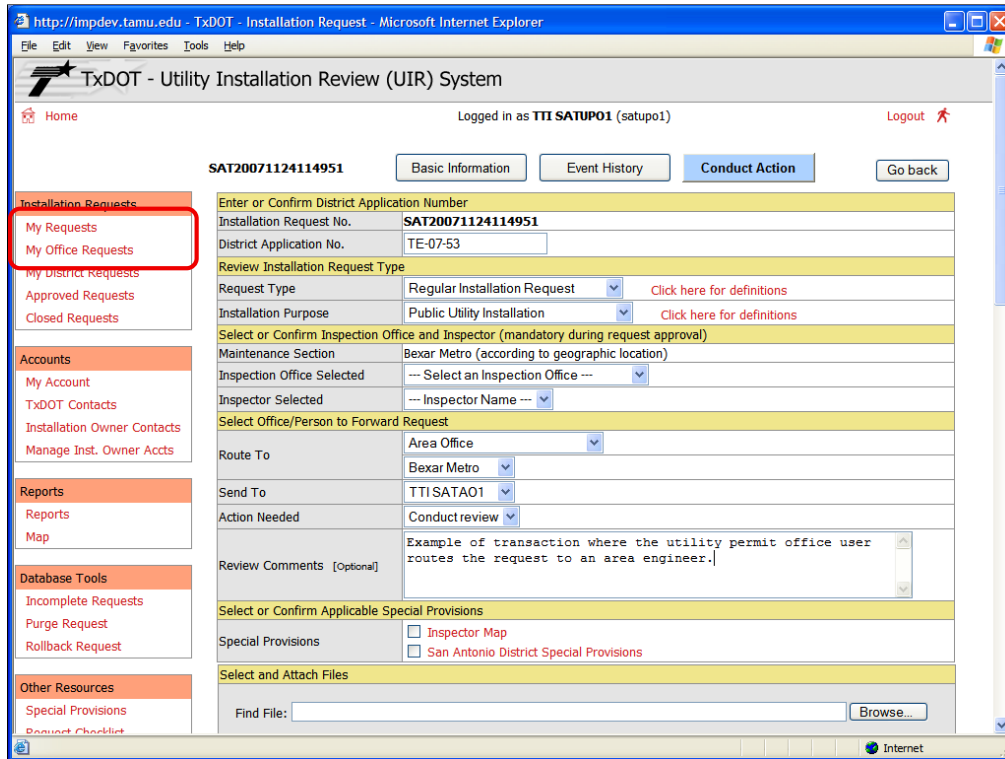
**Database Tools**  
Incomplete Requests  
Purge Request  
Rollback Request

**Other Resources**  
Special Provisions  
Request Checklist

**Event History** [Collapse/Expand]

<b>Event 3</b>	Submitting revised documentation / Conduct review
When	11/25/2007 08:45:50 AM
By	Cesar Quiroga (UIR Utility Testing Company, San Antonio Office 1) - cquiroga440
Send to	TTI SATUPO1 (TxDOT, Utility Permit Office) - satupo1
Description	(Revised). This text box contains a detailed description of the proposed installation. Its purpose is to assist the reviewers in understanding the project scope, limits, overall construction approach and/or procedures, and other technical characteristics. This section should also include distances to the closest state highway reference markers, e.g., "Installation starts 357 ft NW of reference marker 0456 and ends 227 ft SW of reference marker 0458." Any text in this section appears on the first page of the installation request document.
Special Comment	This text box is used to provide additional relevant information, e.g., if this request is part of a large project that involves several requests (in this case, the user would list all installation request numbers: SAT20071120083012, SAT20071120100512, and so on).
Attachment 1	<a href="#">Sample Microstation file1 revised.dgn</a>
Notice of Proposal Installation	<a href="#">View Notice</a>
<b>Event 2</b>	Review partially completed / Submit revised documentation
When	11/25/2007 08:32:13 AM
By	TTI SATUPO1 (TxDOT, Utility Permit Office) - satupo1
Send to	Cesar Quiroga (UIR Utility Testing Company, San Antonio Office 1) - cquiroga440
Comment	This text box contains comments for the recipient. In this example, the request is being sent back to the applicant (hint: include as much information as possible to document why the request is being sent back).
<b>Event 1</b>	Application submitted / Conduct initial review
When	11/24/2007 12:44:45 PM
By	Cesar Quiroga (UIR Utility Testing Company, San Antonio Office 1) - cquiroga440

Click the "Event History" button to view the event history (in this case, a response from the installation owner).



Click the “Conduct Action” button to process and route the installation request as needed. This screen shows the action to route the request to an area engineer.

http://impdev.tamu.edu - TxDOT - Home - Microsoft Internet Explorer

File Edit View Favorites Tools Help

**TxDOT - Utility Installation Review (UIR) System**

Home Logged in as TTI SATAO1 (satao1) Logout

**Installation Requests**

- My Requests
- My Office Requests
- My District Requests
- Approved Requests
- Closed Requests

**Accounts**

- My Account
- TxDOT Contacts
- Installation Owner Contacts
- Manage Inst. Owner Accts

**Reports**

- Reports
- Map

**Database Tools**

- Incomplete Requests
- Purge Request
- Rollback Request

**Other Resources**

- Special Provisions
- Request Checklist

**San Antonio District - My Requests (1)**

Dist App No.	Installation Request No.	Maintenance Section	Highway	Installation Owner	Action Needed	Last Event
TE-07-53	SAT20071124114951	Bexar Metro	SS0117	UIR Utility Testing Company	Conduct review	11-25-2007

When the area engineer logs in, this is the view under “My Requests.” Notice this installation request (under review, i.e., not approved yet) can also be accessed by clicking the “My Requests,” “My Office Requests,” and “My District Requests” links.

http://impdev.tamu.edu - TxDOT - Installation Request - Microsoft Internet Explorer

File Edit View Favorites Tools Help

**TxDOT - Utility Installation Review (UIR) System**

Home Logged in as **TTI SATAO1 (satao1)** Logout

**SAT20071124114951** Basic Information **Event History** Conduct Action Go back

**Installation Requests** **Statistics** [Show/Hide]

- My Requests
- My Office Requests
- My District Requests
- Approved Requests
- Closed Requests

**Accounts**

- My Account
- TxDOT Contacts
- Installation Owner Contacts
- Manage Inst. Owner Accts

**Reports**

- Reports
- Map

**Database Tools**

- Incomplete Requests
- Purge Request
- Rollback Request

**Other Resources**

- Special Provisions
- Request Checklist

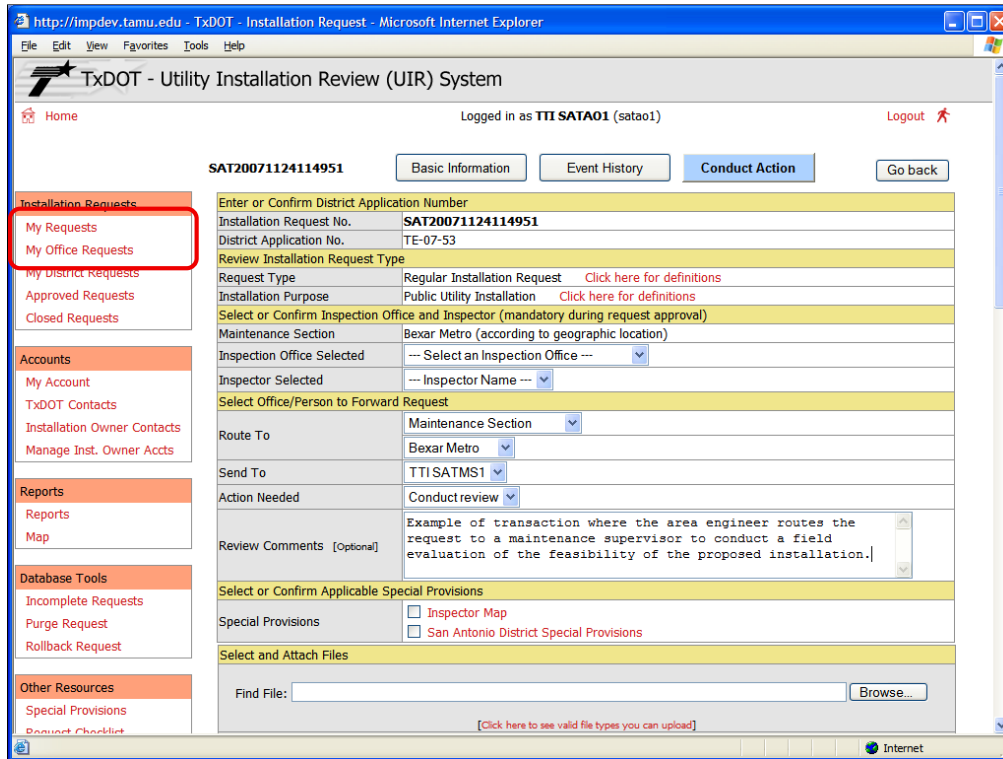
**Event History** [Collapse/Expand]

<b>Event 4</b>	Review completed / Conduct review
When	11/25/2007 10:28:11 AM
By	TTI SATUPO1 (TxDOT, Utility Permit Office) - satup01
Send to	TTI SATAO1 (TxDOT, Bexar Metro Area Office) - satao1
Comment	Example of transaction where the utility permit office user routes the request to an area engineer.
<b>Event 3</b>	Submitting revised documentation / Conduct review
When	11/25/2007 08:45:50 AM
By	Cesar Quiroga (UIR Utility Testing Company, San Antonio Office 1) - cquiroga440
Send to	TTI SATUPO1 (TxDOT, Utility Permit Office) - satup01
Description	(Revised). This text box contains a detailed description of the proposed installation. Its purpose is to assist the reviewers in understanding the project scope, limits, overall construction approach and/or procedures, and other technical characteristics. This section should also include distances to the closest state highway reference markers, e.g., "Installation starts 357 ft NW of reference marker 0456 and ends 227 ft SW of reference marker 0458." Any text in this section appears on the first page of the installation request document.
Special Comment	This text box is used to provide additional relevant information, e.g., if this request is part of a large project that involves several requests (in this case, the user would list all installation request numbers: SAT20071120083012, SAT20071120100512, and so on).
Attachment 1	<a href="#">Sample Microstation file1 revised.dgn</a>
Notice of Proposal Installation	<a href="#">View Notice</a>
<b>Event 2</b>	Review partially completed / Submit revised documentation
When	11/25/2007 08:32:13 AM
By	TTI SATUPO1 (TxDOT, Utility Permit Office) - satup01
Send to	Cesar Quiroga (UIR Utility Testing Company, San Antonio Office 1) - cquiroga440

Done Internet

This is a view of the event history associated with the installation request.





As an illustration, this screen shows the action to route the installation request from an area office to a maintenance section.

http://impdev.tamu.edu - TxDOT - Home - Microsoft Internet Explorer

File Edit View Favorites Tools Help

**TxDOT - Utility Installation Review (UIR) System**

Home Logged in as TTI SATMS1 (satms1) Logout

**Installation Requests**

- My Requests
- My Office Requests
- My District Requests
- Approved Requests
- Closed Requests

**Accounts**

- My Account
- TxDOT Contacts
- Installation Owner Contacts

**Reports**

- Reports
- Map

**Other Resources**

- Special Provisions
- Request Checklist
- Feedback
- UIR Help
- TxDOT Manuals
- Accommodation Rules
- TxDOT Standard Specifications

**San Antonio District - My Requests (1)**

Dist App No.	Installation Request No.	Maintenance Section	Highway	Installation Owner	Action Needed	Last Event
TE-07-53	SAT20071124114951	Bexar Metro	SS0117	UIR Utility Testing Company	Conduct review	11-25-2007

Done Internet

When the maintenance supervisor logs in, this is the default “home” view (same as “My Requests.” As with other screens, accessing the installation request is also possible through the “My Office Requests” and the “My District Requests” links.

http://impdev.tamu.edu - TxDOT - Installation Request - Microsoft Internet Explorer

File Edit View Favorites Tools Help

**TxDOT - Utility Installation Review (UIR) System**

Home Logged in as **TTI SATMS1 (satms1)** Logout

**SAT20071124114951** Basic Information **Event History** Conduct Action Go back

**Installation Requests** **Statistics** [Show/Hide]

- My Requests
- My Office Requests
- My District Requests
- Approved Requests
- Closed Requests

**Accounts**

- My Account
- TxDOT Contacts
- Installation Owner Contacts

**Reports**

- Reports
- Map

**Other Resources**

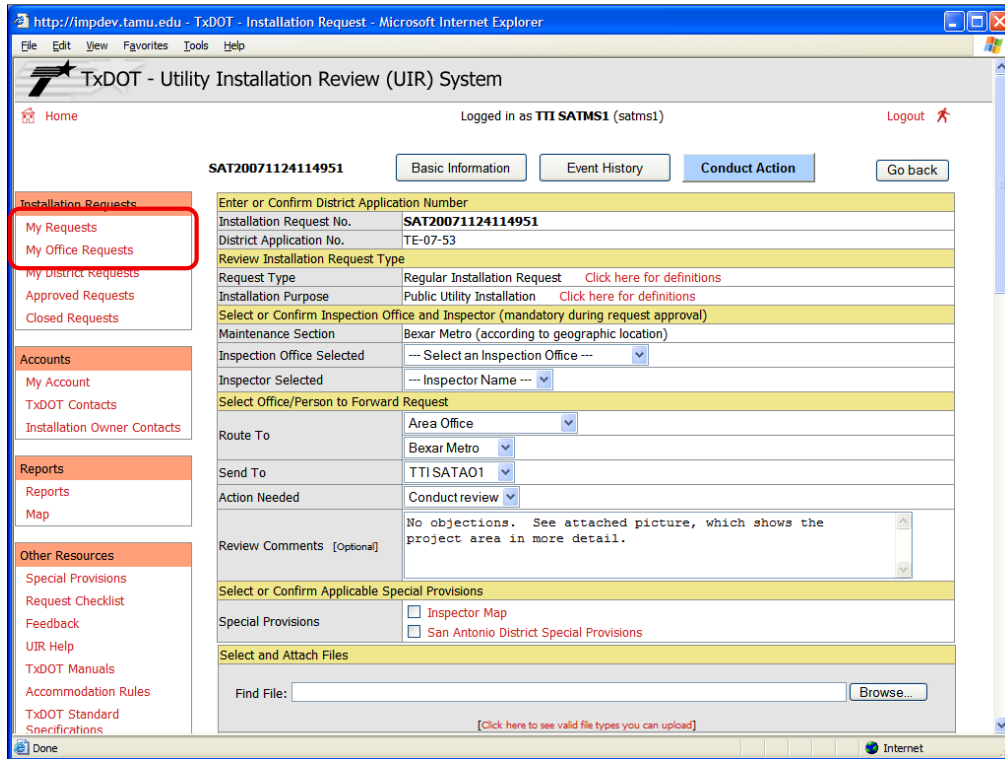
- Special Provisions
- Request Checklist
- Feedback
- UIR Help
- TxDOT Manuals
- Accommodation Rules
- TxDOT Standard Specifications

**Event History** [Collapse/Expand]

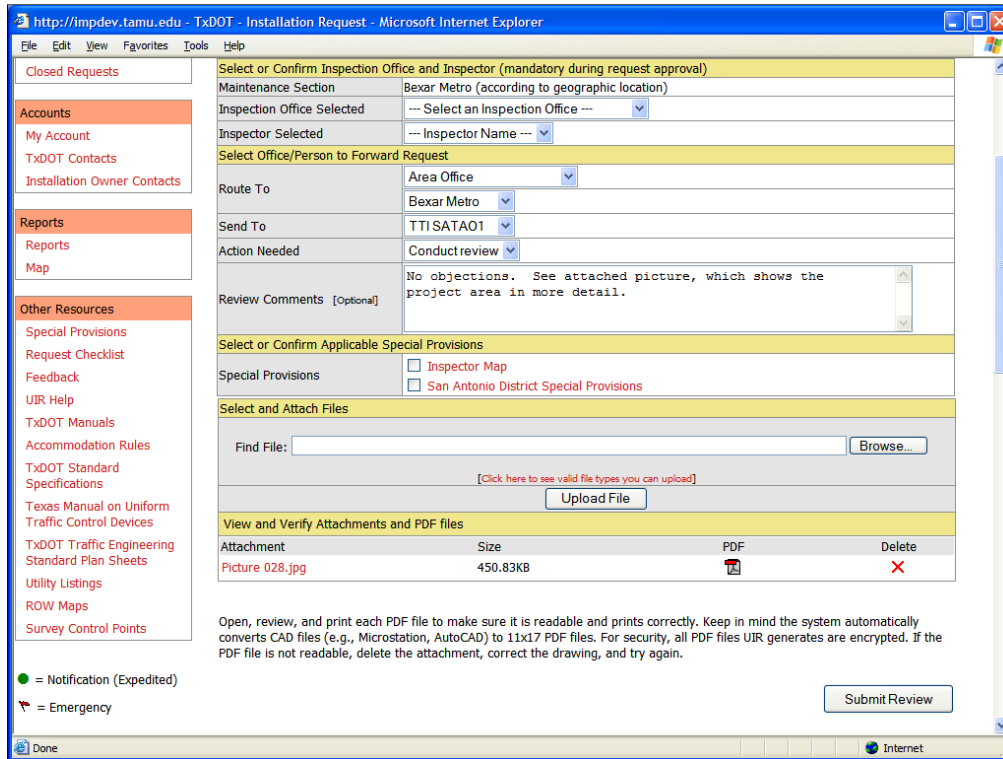
<b>Event 5</b> Review completed / Conduct review	
When	11/25/2007 10:30:43 AM
By	TTI SATAO1 (TxDOT, Bexar Metro Area Office) - satao1
Send to	TTI SATMS1 (TxDOT, Bexar Metro Maintenance Section) - satms1
Comment	Example of transaction where the area engineer routes the request to a maintenance supervisor to conduct a field evaluation of the feasibility of the proposed installation.
<b>Event 4</b> Review completed / Conduct review	
When	11/25/2007 10:28:11 AM
By	TTI SATUPO1 (TxDOT, Utility Permit Office) - satup1
Send to	TTI SATAO1 (TxDOT, Bexar Metro Area Office) - satao1
Comment	Example of transaction where the utility permit office user routes the request to an area engineer.
<b>Event 3</b> Submitting revised documentation / Conduct review	
When	11/25/2007 08:45:50 AM
By	Cesar Quiroga (UIR Utility Testing Company, San Antonio Office 1) - cquiroga440
Send to	TTI SATUPO1 (TxDOT, Utility Permit Office) - satup1
Description	(Revised). This text box contains a detailed description of the proposed installation. Its purpose is to assist the reviewers in understanding the project scope, limits, overall construction approach and/or procedures, and other technical characteristics. This section should also include distances to the closest state highway reference markers, e.g., "installation starts 357 ft NW of reference marker 0456 and ends 227 ft SW of reference marker 0458." Any text in this section appears on the first page of the installation request document.
Special Comment	This text box is used to provide additional relevant information, e.g., if this request is part of a large project that involves several requests (in this case, the user would list all installation request numbers: SAT20071120083012, SAT20071120100512, and so on).

Done Internet

This is an updated view of the event history associated with the installation request.



This sample screen shows the action to route the installation request from the maintenance section back to the area office.



If necessary, TxDOT users can also attach files to support the review process.

http://impdev.tamu.edu - TxDOT - Installation Request - Microsoft Internet Explorer

File Edit View Favorites Tools Help

**TxDOT - Utility Installation Review (UIR) System**

Home Logged in as **TTI SATAO1 (satao1)** Logout

**SAT20071124114951** Basic Information **Event History** Conduct Action Go back

**Installation Requests** **Statistics** [Show/Hide]

- My Requests
- My Office Requests
- My District Requests
- Approved Requests
- Closed Requests

**Accounts**

- My Account
- TxDOT Contacts
- Installation Owner Contacts
- Manage Inst. Owner Accts

**Reports**

- Reports
- Map

**Database Tools**

- Incomplete Requests
- Purge Request
- Rollback Request

**Other Resources**

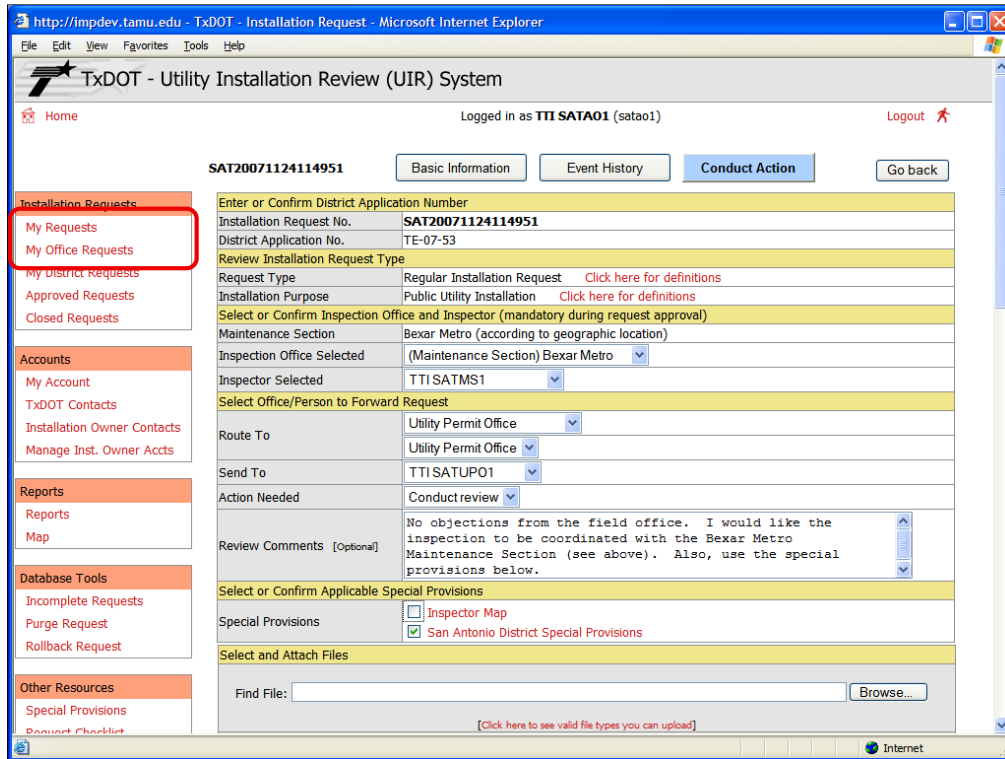
- Special Provisions
- Request Checklist

**Event History** [Collapse/Expand]

<b>Event 6</b> Review completed / Conduct review	
When	11/25/2007 10:36:17 AM
By	TTI SATMS1 (TxDOT, Bexar Metro Maintenance Section) - satms1
Send to	TTI SATAO1 (TxDOT, Bexar Metro Area Office) - satao1
Comment	No objections. See attached picture, which shows the project area in more detail.
Attachment 1	Picture 028.jpg
<b>Event 5</b> Review completed / Conduct review	
When	11/25/2007 10:30:43 AM
By	TTI SATAO1 (TxDOT, Bexar Metro Area Office) - satao1
Send to	TTI SATMS1 (TxDOT, Bexar Metro Maintenance Section) - satms1
Comment	Example of transaction where the area engineer routes the request to a maintenance supervisor to conduct a field evaluation of the feasibility of the proposed installation.
<b>Event 4</b> Review completed / Conduct review	
When	11/25/2007 10:28:11 AM
By	TTI SATUPO1 (TxDOT, Utility Permit Office) - satupo1
Send to	TTI SATAO1 (TxDOT, Bexar Metro Area Office) - satao1
Comment	Example of transaction where the utility permit office user routes the request to an area engineer.
<b>Event 3</b> Submitting revised documentation / Conduct review	
When	11/25/2007 08:45:50 AM
By	Cesar Quiroga (UIR Utility Testing Company, San Antonio Office 1) - cquiroga440
Send to	TTI SATUPO1 (TxDOT, Utility Permit Office) - satupo1
Comment	(Revised). This text box contains a detailed description of the proposed installation. Its purpose is to assist the reviewers in understanding the project scope, limits, overall construction approach and/or procedures, and other technical characteristics. This section

Done Internet

This is an updated view of the event history associated with the installation request.



This sample screen shows the action to route the installation request from the area office back to the utility permit office.

http://impdev.tamu.edu - TxDOT - Installation Request - Microsoft Internet Explorer

File Edit View Favorites Tools Help

**Installation Requests**

[My Requests](#)

[My Office Requests](#)

[My District Requests](#)

[Approved Requests](#)

[Closed Requests](#)

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**Accounts**

[My Account](#)

[TxDOT Contacts](#)

[Installation Owner Contacts](#)

[Manage Inst. Owner Accts](#)

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**Reports**

[Reports](#)

[Map](#)

---

**Database Tools**

[Incomplete Requests](#)

[Purge Request](#)

[Rollback Request](#)

---

**Other Resources**

[Special Provisions](#)

[Request Checklist](#)

[Feedback](#)

[UIR Help](#)

[TxDOT Manuals](#)

[Accommodation Rules](#)

[TxDOT Standard](#)

**Enter or Confirm District Application Number**

Installation Request No. **SAT20071124114951**

District Application No. TE-07-53

**Review Installation Request Type**

Request Type Regular Installation Request [Click here for definitions](#)

Installation Purpose Public Utility Installation [Click here for definitions](#)

**Select or Confirm Inspection Office and Inspector (mandatory during request approval)**

Maintenance Section Bexar Metro (according to geographic location)

Inspection Office Selected (Maintenance Section) Bexar Metro

Inspector Selected TTI SATMS1

**Select Office/Person to Forward Request**

Route To Utility Permit Office

Send To Utility Permit Office

Send To TTI SATUPO1

Action Needed Conduct review

Review Comments [Optional]  
 No objections from the field office. I would like the inspection to be coordinated with the Bexar Metro Maintenance Section (see above). Also, use the special provisions below.

**Select or Confirm Applicable Special Provisions**

Special Provisions

Inspector Map

San Antonio District Special Provisions

**Select and Attach Files**

Find File:

[\[Click here to see valid file types you can upload\]](#)

As needed, it may be possible to recommend the adoption of any special provisions as well as the selection of a maintenance inspector.



http://impdev.tamu.edu - TxDOT - Home - Microsoft Internet Explorer

File Edit View Favorites Tools Help

**TxDOT - Utility Installation Review (UIR) System**

Home Logged in as TTI SATUP01 (satupo1) Logout

**Installation Requests**

- My Requests
- My Office Requests
- My District Requests
- Approved Requests
- Closed Requests

**San Antonio District - My Requests (2)**

Dist App No.	Installation Request No.	Maintenance Section	Highway	Installation Owner	Action Needed	Last Event
TE-07-53	SAT20071124114951	Bexar Metro	SS0117	UIR Utility Testing Company	Conduct review	11-25-2007
	SAT20071120101322	West Bexar	SH0016	UIR TTI Testing	Conduct initial review	11-22-2007

**Accounts**

- My Account
- TxDOT Contacts
- Installation Owner Contacts
- Manage Inst. Owner Accts

**Reports**

- Reports
- Map

**Database Tools**

- Incomplete Requests
- Purge Request
- Rollback Request

**Other Resources**

- Special Provisions
- Request Checklist

Done Internet

This is a sample screen that shows the view a utility permit office user has after receiving feedback from the field offices.

http://impdev.tamu.edu - TxDOT - Installation Request - Microsoft Internet Explorer

TxDOT - Utility Installation Review (UIR) System

Home Logged in as TTI SATUPO1 (satupo1) Logout

SAT20071124114951 Basic Information **Event History** Conduct Action Go back

Installation Requests **Statistics** [Show/Hide]

My Requests  
My Office Requests  
My District Requests  
Approved Requests  
Closed Requests

Accounts  
My Account  
TxDOT Contacts  
Installation Owner Contacts  
Manage Inst. Owner Accts

Reports  
Reports  
Map

Database Tools  
Incomplete Requests  
Purge Request  
Rollback Request

Other Resources  
Special Provisions  
Request Checklist

**Event History** [Collapse/Expand]

<b>Event 7</b>		Review completed / Conduct review
When	11/25/2007 10:40:51 AM	
By	TTI SATAO1 (TxDOT, Bexar Metro Area Office) - satao1	
Send to	TTI SATUPO1 (TxDOT, Utility Permit Office) - satupo1	
Comment	No objections from the field office. I would like the inspection to be coordinated with the Bexar Metro Maintenance Section (see above). Also, use the special provisions below.	
<b>Event 6</b>		Review completed / Conduct review
When	11/25/2007 10:36:17 AM	
By	TTI SATMS1 (TxDOT, Bexar Metro Maintenance Section) - satms1	
Send to	TTI SATAO1 (TxDOT, Bexar Metro Area Office) - satao1	
Comment	No objections. See attached picture, which shows the project area in more detail.	
Attachment 1	<a href="#">Picture 028.jpg</a>	
<b>Event 5</b>		Review completed / Conduct review
When	11/25/2007 10:30:43 AM	
By	TTI SATAO1 (TxDOT, Bexar Metro Area Office) - satao1	
Send to	TTI SATMS1 (TxDOT, Bexar Metro Maintenance Section) - satms1	
Comment	Example of transaction where the area engineer routes the request to a maintenance supervisor to conduct a field evaluation of the feasibility of the proposed installation.	
<b>Event 4</b>		Review completed / Conduct review
When	11/25/2007 10:28:11 AM	
By	TTI SATUPO1 (TxDOT, Utility Permit Office) - satupo1	
Send to	TTI SATAO1 (TxDOT, Bexar Metro Area Office) - satao1	
Comment	Example of transaction where the utility permit office user routes the request to an area engineer.	

This is an updated view of the event history associated with the installation request.

http://impdev.tamu.edu - TxDOT - Installation Request - Microsoft Internet Explorer

File Edit View Favorites Tools Help

**TxDOT - Utility Installation Review (UIR) System**

Home Logged in as **TTI SATUPO1 (satup01)** Logout

**SAT20071124114951** Basic Information **Event History** Conduct Action Go back

**Installation Requests** **Statistics** [Show/Hide]

My Requests  
 My Office Requests  
 My District Requests  
 Approved Requests  
 Closed Requests

**Accounts**

My Account  
 TxDOT Contacts  
 Installation Owner Contacts  
 Manage Inst. Owner Accts

**Reports**

Reports  
 Map

**Database Tools**

Incomplete Requests  
 Purge Request  
 Rollback Request

**Other Resources**

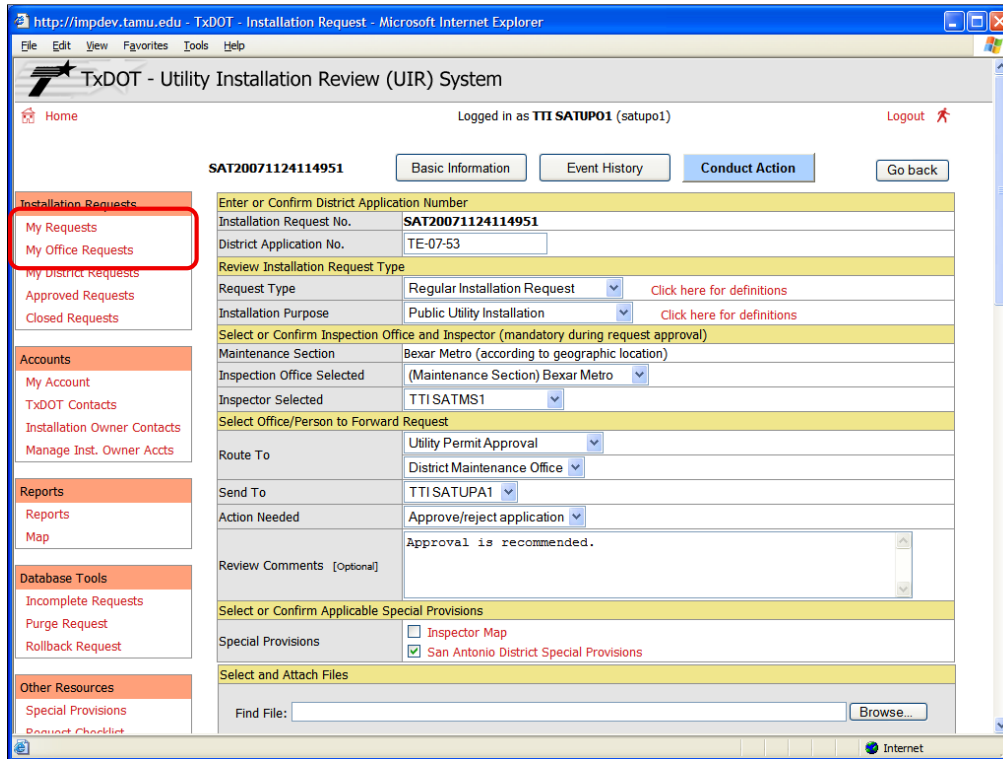
Special Provisions  
 Request Checklist

**Event History** [Collapse/Expand]

Status	Events	By	Office Name	Date
Under review	7. Review completed	TTI SATAO1	TxDOT, Bexar Metro Area Office	11-25-2007
Under review	6. Review completed	TTI SATMS1	TxDOT, Bexar Metro Maintenance Section	11-25-2007
Under review	5. Review completed	TTI SATAO1	TxDOT, Bexar Metro Area Office	11-25-2007
Under review	4. Review completed	TTI SATUPO1	TxDOT, Utility Permit Office	11-25-2007
Under review	3. Submitting revised documentation	Cesar Quiroga	UIR Utility Testing Company, San Antonio Office 1	11-25-2007
Under review	2. Review partially completed	TTI SATUPO1	TxDOT, Utility Permit Office	11-25-2007
Submitted	1. Application submitted	Cesar Quiroga	UIR Utility Testing Company, San Antonio Office 1	11-24-2007

Done Internet

As needed, the event history can be collapsed or expanded by clicking the “[Collapse/Expand]” link at the top of the event history table.



Assuming the request is ready for approval, the next step is to route the request to a utility permit approval user.

http://impdev.tamu.edu - TxDOT - Installation Request - Microsoft Internet Explorer

File Edit View Favorites Tools Help

**Installation Requests**

- My Requests
- My Office Requests
- My District Requests
- Approved Requests
- Closed Requests

**Accounts**

- My Account
- TxDOT Contacts
- Installation Owner Contacts
- Manage Inst. Owner Accts

**Reports**

- Reports
- Map

**Database Tools**

- Incomplete Requests
- Purge Request
- Rollback Request

**Other Resources**

- Special Provisions
- Request Checklist
- Feedback
- UIR Help
- TxDOT Manuals
- Accommodation Rules
- TxDOT Standard Specifications

Enter or Confirm District Application Number

Installation Request No. **SAT20071124114951**

District Application No. TE-07-53

Review Installation Request Type

Request Type Regular Installation Request [Click here for definitions](#)

Installation Purpose Public Utility Installation [Click here for definitions](#)

Select or Confirm Inspection Office and Inspector (mandatory during request approval)

Maintenance Section Bexar Metro (according to geographic location)

Inspection Office Selected (Maintenance Section) Bexar Metro

Inspector Selected TTI SATMS1

Select Office/Person to Forward Request

Route To Utility Permit Approval

District Maintenance Office

Send To TTI SATUPA1

Action Needed Approve/reject application

Review Comments [Optional] Approval is recommended.]

Select or Confirm Applicable Special Provisions

Special Provisions

- Inspector Map
- San Antonio District Special Provisions

Select and Attach Files

Find File:

[\[Click here to see valid file types you can upload\]](#)

Scroll down the page, and click the “Submit Review” button to send the request to the utility permit approval user.

http://impdev.tamu.edu - TxDOT - Home - Microsoft Internet Explorer

File Edit View Favorites Tools Help

**TxDOT - Utility Installation Review (UIR) System**

Home Logged in as TTI SATUPA1 (satupa1) Logout

**Installation Requests**

- My Requests
- My Office Requests
- My District Requests
- Approved Requests
- Closed Requests

**San Antonio District - My Requests (2)**

Dist App No.	Installation Request No.	Maintenance Section	Highway	Installation Owner	Action Needed	Last Event
TE-07-53	SAT20071124114951	Bexar Metro	SS0117	UIR Utility Testing Company	Approve/reject application	11-25-2007
erwt	SAT20071120085011	Northeast	SL0368	UIR TTI Testing	Approve/reject application	11-25-2007

**Accounts**

- My Account
- TxDOT Contacts
- Installation Owner Contacts
- Manage Inst. Owner Accts

**Reports**

- Reports
- Map

**Database Tools**

- Incomplete Requests
- Purge Request
- Rollback Request

**Other Resources**

- Special Provisions
- Request Checklist

Done Internet

This is a typical view for a utility permit approval user. Notice the action needed reads “Approve/reject application.”

http://impdev.tamu.edu - TxDOT - Installation Request - Microsoft Internet Explorer

TxDOT - Utility Installation Review (UIR) System

Home Logged in as TTI SATUPA1 (satupa1) Logout

SAT20071124114951 Basic Information **Event History** Conduct Action Go back

Installation Requests **Statistics** [Show/Hide]

My Requests  
My Office Requests  
My District Requests  
Approved Requests  
Closed Requests

Accounts  
My Account  
TxDOT Contacts  
Installation Owner Contacts  
Manage Inst. Owner Accts

Reports  
Reports  
Map

Database Tools  
Incomplete Requests  
Purge Request  
Rollback Request

Other Resources  
Special Provisions  
Request Checklist

**Event History** [Collapse/Expand]

<b>Event 8</b>	Review completed / Approve/reject application
When	11/25/2007 10:45:07 AM
By	TTI SATUPA1 (TxDOT, Utility Permit Office) - satupa1
Send to	TTI SATUPA1 (TxDOT, District Maintenance Office) - satupa1
Comment	Approval is recommended.
<b>Event 7</b>	Review completed / Conduct review
When	11/25/2007 10:40:51 AM
By	TTI SATAO1 (TxDOT, Bexar Metro Area Office) - satao1
Send to	TTI SATUPA1 (TxDOT, Utility Permit Office) - satupa1
Comment	No objections from the field office. I would like the inspection to be coordinated with the Bexar Metro Maintenance Section (see above). Also, use the special provisions below.
<b>Event 6</b>	Review completed / Conduct review
When	11/25/2007 10:36:17 AM
By	TTI SATMS1 (TxDOT, Bexar Metro Maintenance Section) - satms1
Send to	TTI SATAO1 (TxDOT, Bexar Metro Area Office) - satao1
Comment	No objections. See attached picture, which shows the project area in more detail.
Attachment 1	<a href="#">Picture 028.jpg</a>
<b>Event 5</b>	Review completed / Conduct review
When	11/25/2007 10:30:43 AM
By	TTI SATAO1 (TxDOT, Bexar Metro Area Office) - satao1
Send to	TTI SATMS1 (TxDOT, Bexar Metro Maintenance Section) - satms1
Comment	Example of transaction where the area engineer routes the request to a maintenance supervisor to conduct a field evaluation of the feasibility of the proposed installation.
<b>Event 4</b>	Review completed / Conduct review

This is an updated view of the event history associated with the installation request.

http://impdev.tamu.edu - TxDOT - Installation Request - Microsoft Internet Explorer

File Edit View Favorites Tools Help

**TxDOT - Utility Installation Review (UIR) System**

Home Logged in as **TTI.SATUPA1 (satupa1)** Logout

**SAT20071124114951** Basic Information Event History **Conduct Action** Go back

**Installation Requests**

- My Requests
- My Office Requests
- My District Requests
- Approved Requests
- Closed Requests

**Accounts**

- My Account
- TxDOT Contacts
- Installation Owner Contacts
- Manage Inst. Owner Accts

**Reports**

- Reports
- Map

**Database Tools**

- Incomplete Requests
- Purge Request
- Rollback Request

**Other Resources**

- Special Provisions
- Request Checklist

**Enter or Confirm District Application Number**

Installation Request No. **SAT20071124114951**

District Application No. TE-07-53

**Review Installation Request Type**

Request Type Regular Installation Request [Click here for definitions](#)

Installation Purpose Public Utility Installation [Click here for definitions](#)

**Select or Confirm Inspection Office and Inspector (mandatory during request approval)**

Maintenance Section Bexar Metro (according to geographic location)

Inspection Office Selected (Maintenance Section) Bexar Metro

Inspector Selected TTI.SATMS1

**Select Office/Person to Forward Request**

Route To Installation Owner Office

San Antonio Office 1

Send To Cesar Quiroga

Action Needed Request approved. Notify TxDOT (using UIR) 2 business days prior to construction

Review Comments [Optional] No work on weekends. Restore ROW to original condition.

**Select or Confirm Applicable Special Provisions**

Special Provisions  Inspector Map  San Antonio District Special Provisions

**Select Watermark Options**

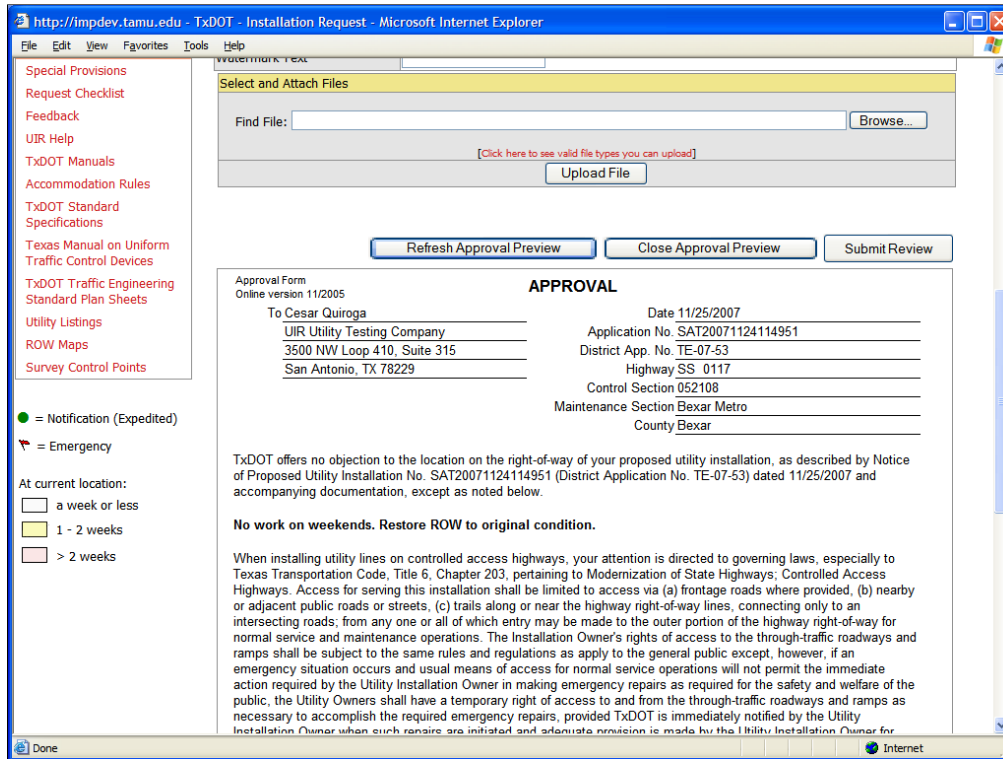
Watermark Text

Select and Attach Files

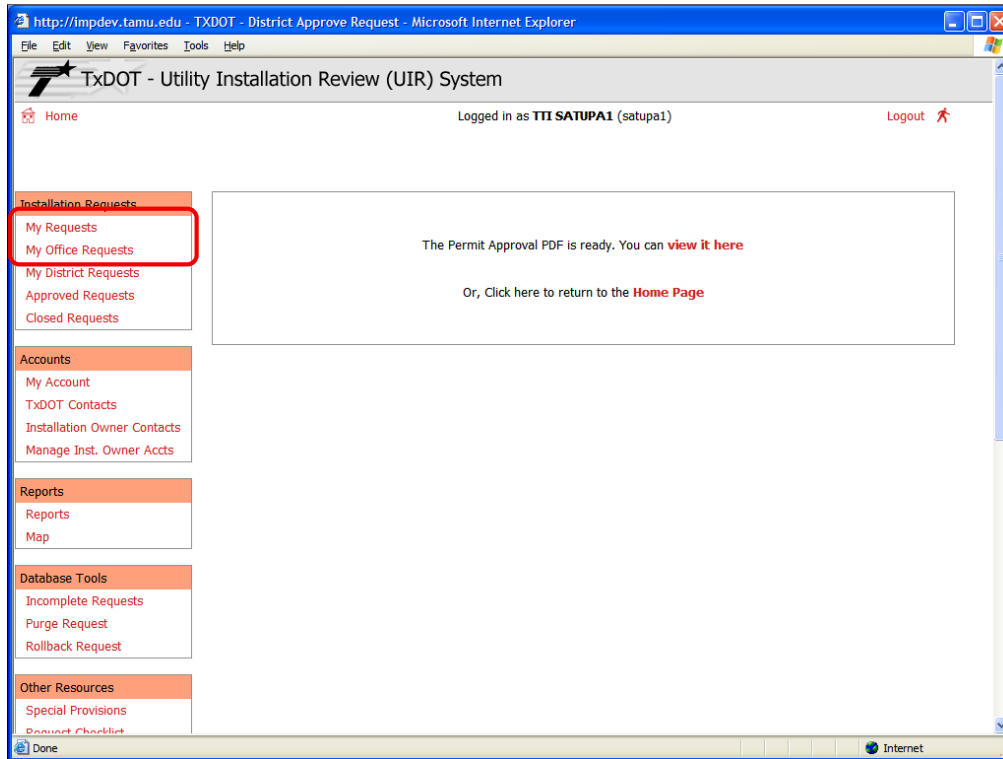
Internet

This is a sample screen that shows the action to approve a request. Notice that, at this step, it is mandatory to select a maintenance inspector.

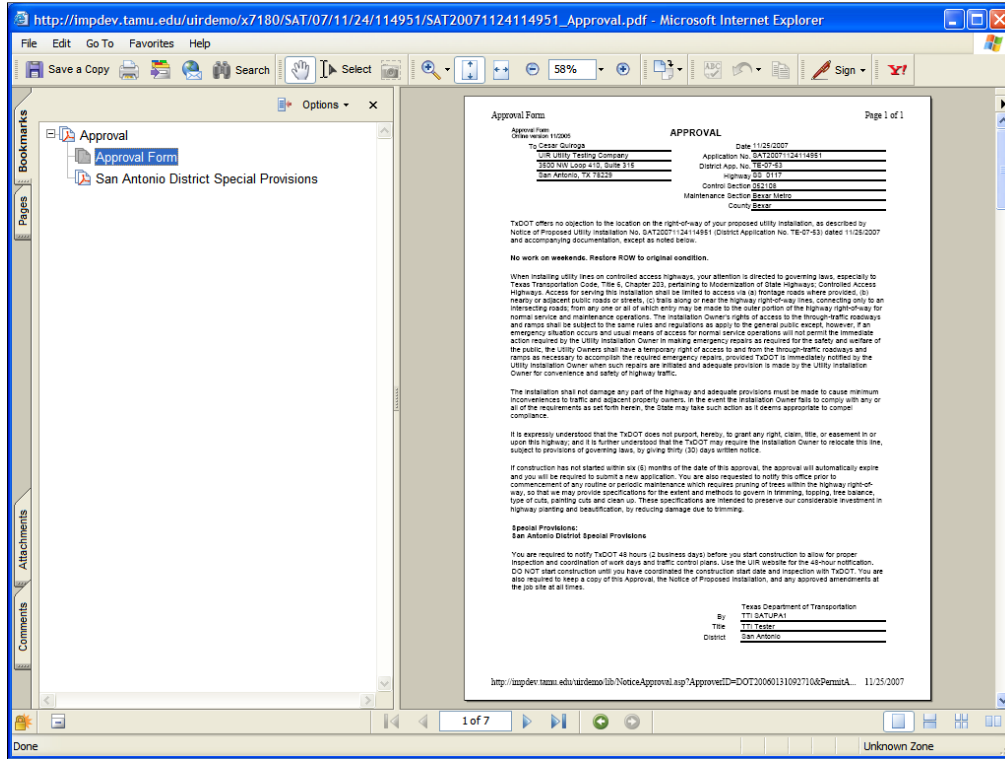




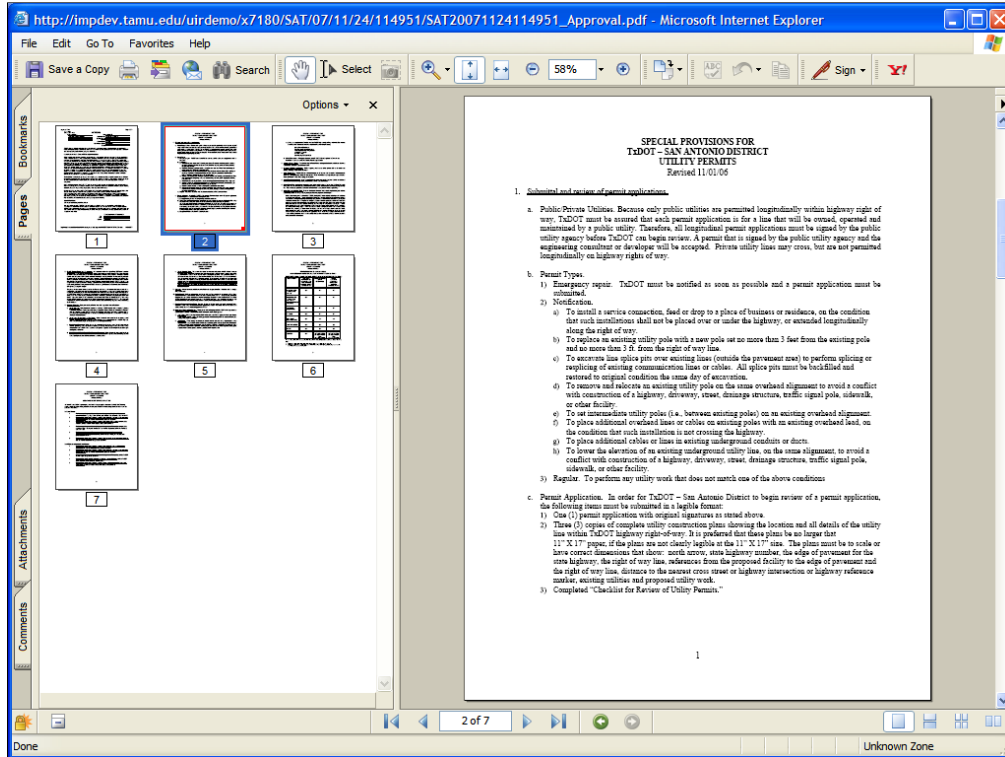
As needed, preview the approval by clicking the “Show Approval Preview” button at the bottom of the page. If the approval form is correct, click the “Submit Review” button to enable UIR to generate the approval form PDF file.



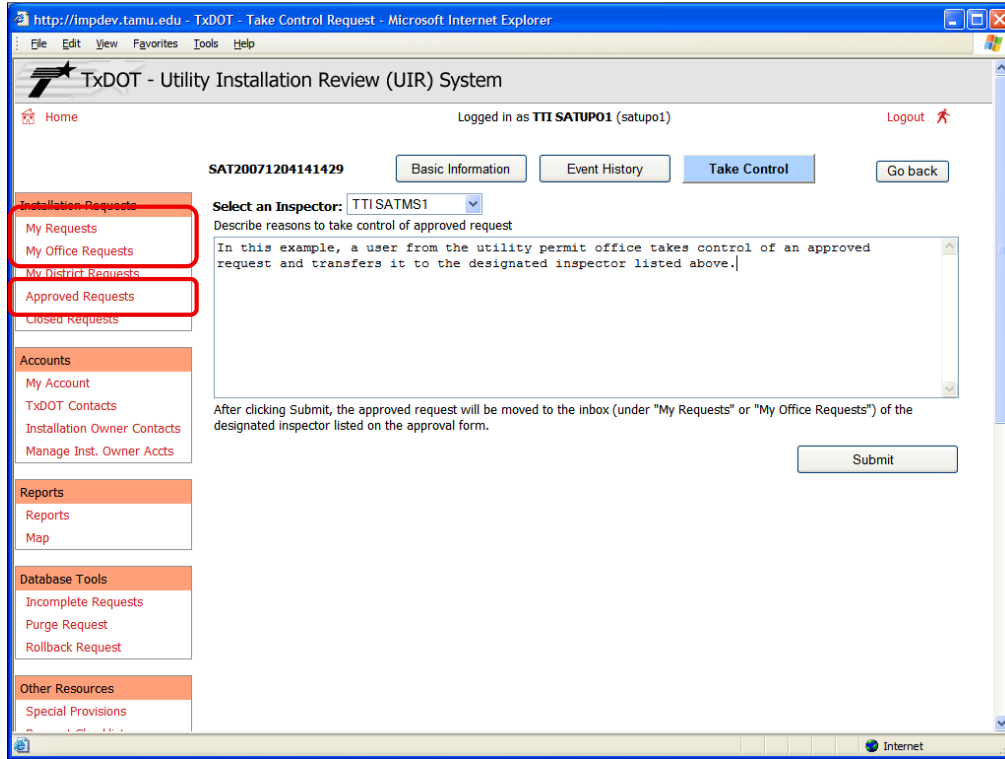
If the approval transaction is successfully, the system displays this confirmation page.



Click the link provided on the confirmation page to review a PDF version of the approval form.



It is recommended to carefully review the form to make sure all the pages in the PDF file are correctly generated.



Under normal circumstances, utility installation owners should notify TxDOT (using UIR) 2 business days prior to starting construction. If they fail to notify TxDOT and construction has started—or even finished—it may be possible for a TxDOT user to “take control” of a request and transfer it to the TxDOT inspector.

http://impdev.tamu.edu - TxDOT - Home - Microsoft Internet Explorer

File Edit View Favorites Tools Help

**TxDOT - Utility Installation Review (UIR) System**

Home Logged in as TTI SATMS1 (satms1) Logout

**Installation Requests**

- My Requests
- My Office Requests
- My District Requests
- Approved Requests
- Closed Requests

**Accounts**

- My Account
- TxDOT Contacts
- Installation Owner Contacts

**Reports**

- Reports
- Map

**Other Resources**

- Special Provisions
- Request Checklist
- Feedback
- UIR Help
- TxDOT Manuals
- Accommodation Rules
- TxDOT Standard Specifications

**San Antonio District - My Requests (1)**

Dist App No.	Installation Request No.	Maintenance Section	Highway	Installation Owner	Action Needed	Last Event
TE-07-53	SAT20071124114951	Bexar Metro	SS0117	UIR Utility Testing Company	Conduct inspection	11-25-2007

Done Internet

Once the installation owner user notifies TxDOT that construction will begin in 2 business days, the maintenance inspector who was assigned during the approval phase receives the request to conduct the inspection.

http://impdev.tamu.edu - TxDOT - Installation Request - Microsoft Internet Explorer

File Edit View Favorites Tools Help

**TxDOT - Utility Installation Review (UIR) System**

Home Logged in as **TTI SATMS1 (satms1)** Logout

**SAT20071124114951** Basic Information **Event History** Conduct Action Go back

**Installation Requests** **Statistics** [Show/Hide]

My Requests  
My Office Requests  
My District Requests  
Approved Requests  
Closed Requests

**Accounts**

My Account  
TxDOT Contacts  
Installation Owner Contacts

**Reports**

Reports  
Map

**Other Resources**

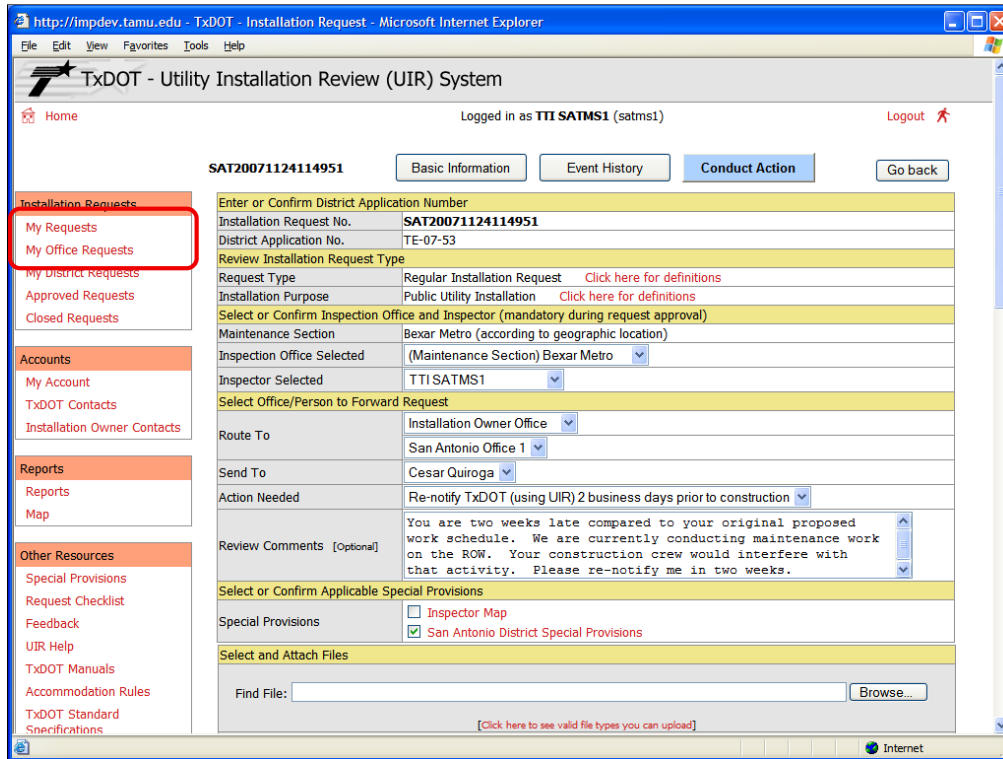
Special Provisions  
Request Checklist  
Feedback  
UIR Help  
TxDOT Manuals  
Accommodation Rules  
TxDOT Standard Specifications

**Event History** [Collapse/Expand]

<b>Event 10</b>	Ready to start construction / Conduct inspection
When	11/25/2007 10:57:49 AM
By	Cesar Quiroga (UIR Utility Testing Company, San Antonio Office 1) - cquiroga440
Send to	TTI SATMS1 (TxDOT, Bexar Metro Maintenance Section) - satms1
Comment	Our construction crew is ready to start construction. Our traffic control plan is ready for your review and approval. Please coordinate with one of our construction coordinators (Paul Smith, 210-456-9093, or Jane Wilson, 210-456-9045).
<b>Event 9</b>	Request approved / Request approved. Notify TxDOT (using UIR) 2 business days prior to construction
When	11/25/2007 10:47:35 AM
By	TTI SATUPA1 (TxDOT, District Maintenance Office) - satupa1
Send to	Cesar Quiroga (UIR Utility Testing Company, San Antonio Office 1) - cquiroga440
Comment	No work on weekends. Restore ROW to original condition.
Approval Form	<a href="#">View Approval Form</a>
<b>Event 8</b>	Review completed / Approve/reject application
When	11/25/2007 10:45:07 AM
By	TTI SATUP01 (TxDOT, Utility Permit Office) - satupo1
Send to	TTI SATUPA1 (TxDOT, District Maintenance Office) - satupa1
Comment	Approval is recommended.
<b>Event 7</b>	Review completed / Conduct review
When	11/25/2007 10:40:51 AM
By	TTI SATAO1 (TxDOT, Bexar Metro Area Office) - satao1
Send to	TTI SATUP01 (TxDOT, Utility Permit Office) - satupo1
Comment	No objections from the field office. I would like the inspection to be coordinated with the Bexar Metro Maintenance Section (see above). Also, use the special provisions below.

Done Internet

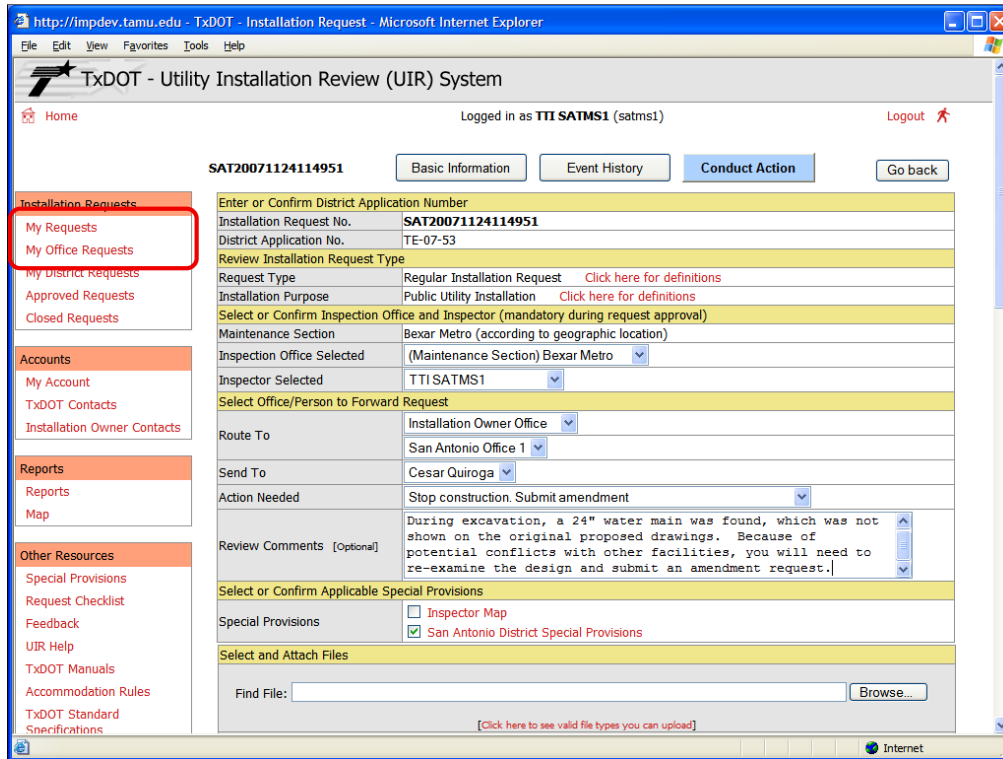
This is an updated view of the event history associated with the installation request.



As part of the inspection process, the inspector has three routing options when clicking the “Conduction Action” button:

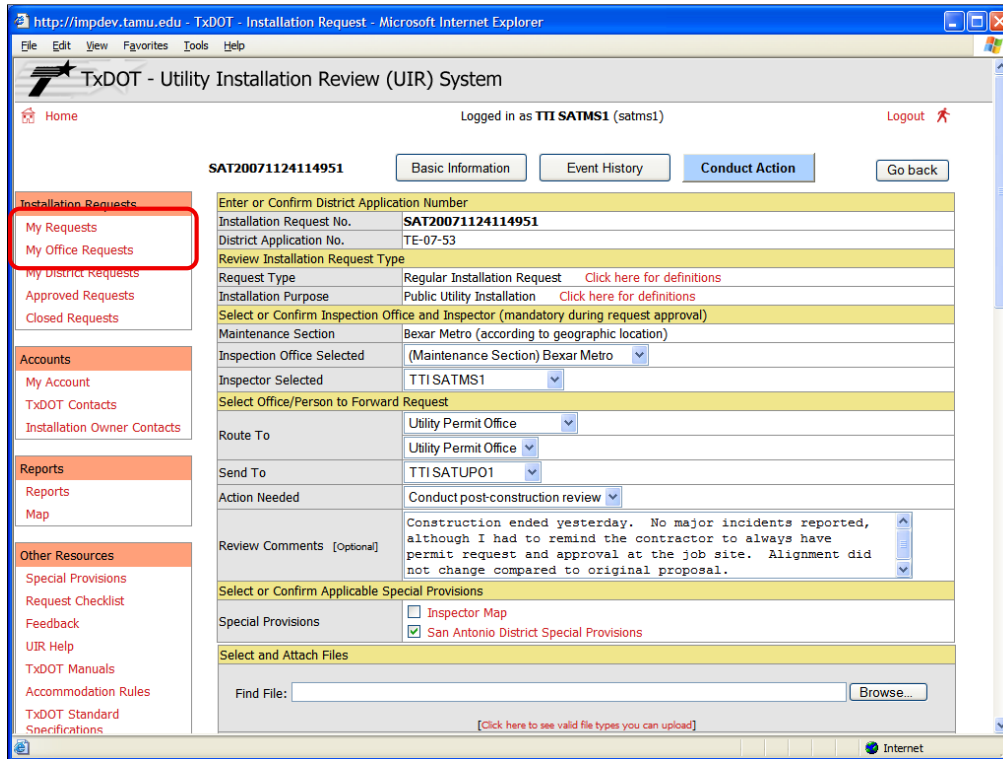
- Ask the installation owner user to re-notify TxDOT at a later date (shown on this slide). In this case, UIR transfer control of the request back to the installation owner user.
- Stop construction and request the installation owner user to submit an amendment. In this case, UIR transfer control of the request back to the installation owner user.
- Notify the utility permit office that construction has ended. In this case, UIR transfer control of the request to a utility permit office user.





This screen shows the action to stop construction and request the installation owner user to submit an amendment.

This option might be necessary if, in the opinion of the inspector, the conditions on the ground are such that an amendment to the previously approved proposal is warranted. Examples of potential conditions include the determination of the need for significant changes in horizontal alignment, vertical alignment, and/or construction schedule. If the inspector chooses this option, UIR will transfer control of the installation request to the applicant (i.e., when the applicant opens the request, the “Conduct Action” button becomes enabled).



This screen shows the action to notify the utility permit office that construction has ended.

If the inspector chooses this option, UIR changes the status of the installation request to “Post-construction” and transfers control of the installation request to the TxDOT district utility permit office for further processing.

http://impdev.tamu.edu - TxDOT - Installation Request - Microsoft Internet Explorer

File Edit View Favorites Tools Help

**Installation Requests**

[My Requests](#)

[My Office Requests](#)

[My District Requests](#)

[Approved Requests](#)

[Closed Requests](#)

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**Accounts**

[My Account](#)

[TxDOT Contacts](#)

[Installation Owner Contacts](#)

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**Reports**

[Reports](#)

[Map](#)

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**Other Resources**

[Special Provisions](#)

[Request Checklist](#)

[Feedback](#)

[URR Help](#)

[TxDOT Manuals](#)

[Accommodation Rules](#)

[TxDOT Standard Specifications](#)

[Texas Manual on Uniform Traffic Control Devices](#)

[TxDOT Traffic Engineering Standard Plan Sheets](#)

[Utility Listings](#)

[ROW Maps](#)

**Enter or Confirm District Application Number**

Installation Request No. **SAT20071124114951**

District Application No. TE-07-53

**Review Installation Request Type**

Request Type Regular Installation Request [Click here for definitions](#)

Installation Purpose Public Utility Installation [Click here for definitions](#)

**Select or Confirm Inspection Office and Inspector (mandatory during request approval)**

Maintenance Section Bexar Metro (according to geographic location)

Inspection Office Selected (Maintenance Section) Bexar Metro

Inspector Selected TTI SATMS1

**Select Office/Person to Forward Request**

Route To Utility Permit Office

Send To TTI SATUPO1

Action Needed Conduct post-construction review

Review Comments [Optional]  
 Construction ended yesterday. No major incidents reported, although I had to remind the contractor to always have permit request and approval at the job site. Alignment did not change compared to original proposal.

**Select or Confirm Applicable Special Provisions**

Special Provisions  
 Inspector Map  
 San Antonio District Special Provisions

**Select and Attach Files**

Find File:

[\[Click here to see valid file types you can upload\]](#)

Add comments as desired, and then click the “Submit Review” button to route the request.

http://impdev.tamu.edu - TxDOT - Home - Microsoft Internet Explorer

File Edit View Favorites Tools Help

**TxDOT - Utility Installation Review (UIR) System**

Home Logged in as TTI SATUP01 (satupo1) Logout

**Installation Requests**

- My Requests
- My Office Requests
- My District Requests
- Approved Requests
- Closed Requests

**San Antonio District - My Requests (2)**

Dist App No.	Installation Request No.	Maintenance Section	Highway	Installation Owner	Action Needed	Last Event
TE-07-53	SAT20071124114951	Bexar Metro	SS0117	UIR Utility Testing Company	Conduct post-construction review	11-25-2007
	SAT20071120101322	West Bexar	SH0016	UIR TTI Testing	Conduct initial review	11-22-2007

**Accounts**

- My Account
- TxDOT Contacts
- Installation Owner Contacts
- Manage Inst. Owner Accts

**Reports**

- Reports
- Map

**Database Tools**

- Incomplete Requests
- Purge Request
- Rollback Request

**Other Resources**

- Special Provisions
- Request Checklist

Internet

This is a sample view that shows the action needed by a utility permit office user. In this case, notice the action needed is “Conduct post-construction review.”

http://impdev.tamu.edu - TxDOT - Installation Request - Microsoft Internet Explorer

File Edit View Favorites Tools Help

**TxDOT - Utility Installation Review (UIR) System**

Home Logged in as **TTI SATUPO1 (satupo1)** Logout

**SAT20071124114951** Basic Information **Event History** Conduct Action Go back

**Installation Requests**

- My Requests
- My Office Requests
- My District Requests
- Approved Requests
- Closed Requests

**Accounts**

- My Account
- TxDOT Contacts
- Installation Owner Contacts
- Manage Inst. Owner Accts

**Reports**

- Reports
- Map

**Database Tools**

- Incomplete Requests
- Purge Request
- Rollback Request

**Other Resources**

- Special Provisions
- Request Checklist

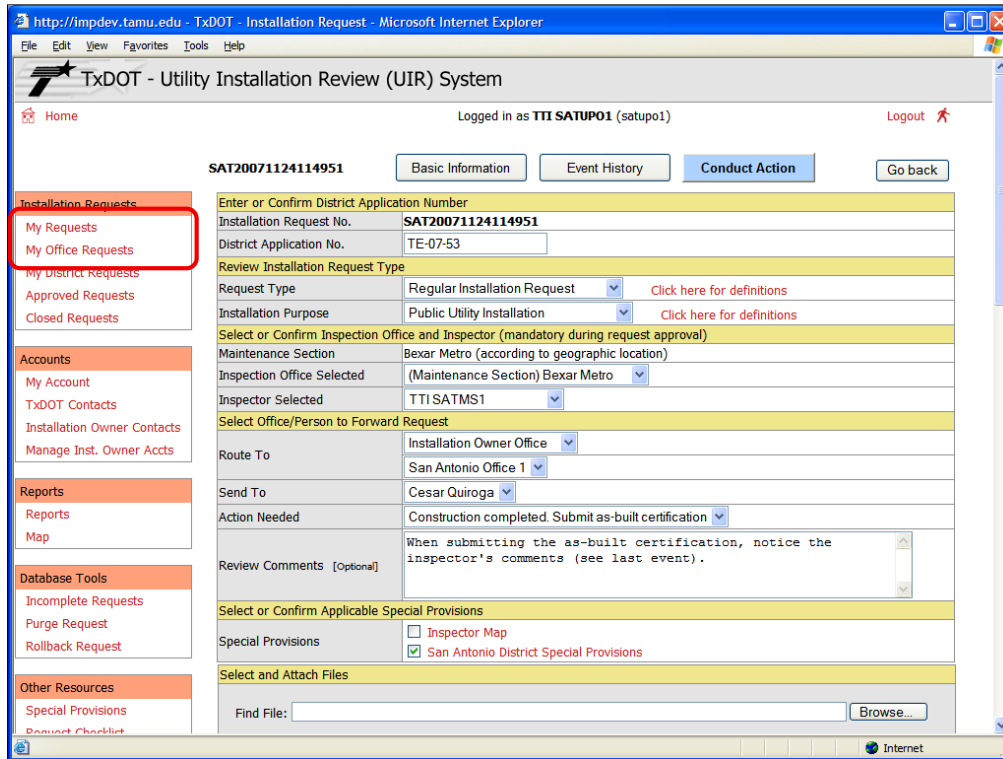
**Statistics** [Show/Hide]

**Event History** [Collapse/Expand]

<b>Event 11</b>	Construction completed / Conduct post-construction review
When	11/25/2007 11:18:39 AM
By	TTI SATMS1 (TxDOT, Bexar Metro Maintenance Section) - satms1
Send to	TTI SATUPO1 (TxDOT, Utility Permit Office) - satupo1
Comment	Construction ended yesterday. No major incidents reported, although I had to remind the contractor to always have permit request and approval at the job site. Alignment did not change compared to original proposal.
<b>Event 10</b>	Ready to start construction / Conduct inspection
When	11/25/2007 10:57:49 AM
By	Cesar Quiroga (UIR Utility Testing Company, San Antonio Office 1) - cquiroga440
Send to	TTI SATMS1 (TxDOT, Bexar Metro Maintenance Section) - satms1
Comment	Our construction crew is ready to start construction. Our traffic control plan is ready for your review and approval. Please coordinate with one of our construction coordinators (Paul Smith, 210-456-9093, or Jane Wilson, 210-456-9045).
<b>Event 9</b>	Request approved / Request approved. Notify TxDOT (using UIR) 2 business days prior to construction
When	11/25/2007 10:47:35 AM
By	TTI SATUPA1 (TxDOT, District Maintenance Office) - satupa1
Send to	Cesar Quiroga (UIR Utility Testing Company, San Antonio Office 1) - cquiroga440
Comment	No work on weekends. Restore ROW to original condition.
Approval Form	<a href="#">View Approval Form</a>
<b>Event 8</b>	Review completed / Approve/reject application
When	11/25/2007 10:45:07 AM
By	TTI SATUPO1 (TxDOT, Utility Permit Office) - satupo1
Send to	TTI SATUPA1 (TxDOT, District Maintenance Office) - satupa1

Done Internet

This is an updated view of the event history associated with the installation request.



This is a sample view that shows the action to route the installation request to the installation owner user for the submission of the as-built certification.

http://impdev.tamu.edu - TxDOT - Installation Request - Microsoft Internet Explorer

File Edit View Favorites Tools Help

**Installation Requests**

- My Requests
- My Office Requests
- My District Requests
- Approved Requests
- Closed Requests

**Accounts**

- My Account
- TxDOT Contacts
- Installation Owner Contacts
- Manage Inst. Owner Accts

**Reports**

- Reports
- Map

**Database Tools**

- Incomplete Requests
- Purge Request
- Rollback Request

**Other Resources**

- Special Provisions
- Request Checklist
- Feedback
- UJR Help
- TxDOT Manuals
- Accommodation Rules
- TxDOT Standard Specifications

Enter or Confirm District Application Number

Installation Request No. **SAT20071124114951**

District Application No. TE-07-53

Review Installation Request Type

Request Type Regular Installation Request [Click here for definitions](#)

Installation Purpose Public Utility Installation [Click here for definitions](#)

Select or Confirm Inspection Office and Inspector (mandatory during request approval)

Maintenance Section Bexar Metro (according to geographic location)

Inspection Office Selected (Maintenance Section) Bexar Metro

Inspector Selected TTISATMS1

Select Office/Person to Forward Request

Installation Owner Office

Route To San Antonio Office 1

Send To Cesar Quiroga

Action Needed Construction completed. Submit as-built certification

Review Comments [Optional]

When submitting the as-built certification, notice the inspector's comments (see last event).

Select or Confirm Applicable Special Provisions

Special Provisions

- Inspector Map
- San Antonio District Special Provisions

Select and Attach Files

Find File:

[\[Click here to see valid file types you can upload\]](#)

Add comments as needed, and click the “Submit Review” button to route the request to the installation owner user.

http://impdev.tamu.edu - TxDOT - Home - Microsoft Internet Explorer

File Edit View Favorites Tools Help

**TxDOT - Utility Installation Review (UIR) System**

Home Logged in as TTI SATUP01 (satupo1) Logout

**Installation Requests**

- My Requests
- My Office Requests
- My District Requests
- Approved Requests
- Closed Requests

**San Antonio District - My Requests (2)**

Dist App No.	Installation Request No.	Maintenance Section	Highway	Installation Owner	Action Needed	Last Event
TE-07-53	SAT20071124114951	Bexar Metro	SS0117	UIR Utility Testing Company	Conduct as-built review	11-25-2007
	SAT20071120101322	West Bexar	SH0016	UIR TTI Testing	Conduct initial review	11-22-2007

**Accounts**

- My Account
- TxDOT Contacts
- Installation Owner Contacts
- Manage Inst. Owner Accts

**Reports**

- Reports
- Map

**Database Tools**

- Incomplete Requests
- Purge Request
- Rollback Request

**Other Resources**

- Special Provisions
- Request Checklist

Internet

After the installation owner submits the as-built certification, this is the view for a utility permit office user to conduct the as-built review.



http://impdev.tamu.edu - TxDOT - Installation Request - Microsoft Internet Explorer

File Edit View Favorites Tools Help

**TxDOT - Utility Installation Review (UIR) System**

Home Logged in as **TTI SATUPO1 (satupo1)** Logout

**SAT20071124114951** Basic Information **Event History** Conduct Action Go back

**Installation Requests** **Statistics** [Show/Hide]

- My Requests
- My Office Requests
- My District Requests
- Approved Requests
- Closed Requests

**Accounts**

- My Account
- TxDOT Contacts
- Installation Owner Contacts
- Manage Inst. Owner Accts

**Reports**

- Reports
- Map

**Database Tools**

- Incomplete Requests
- Purge Request
- Rollback Request

**Other Resources**

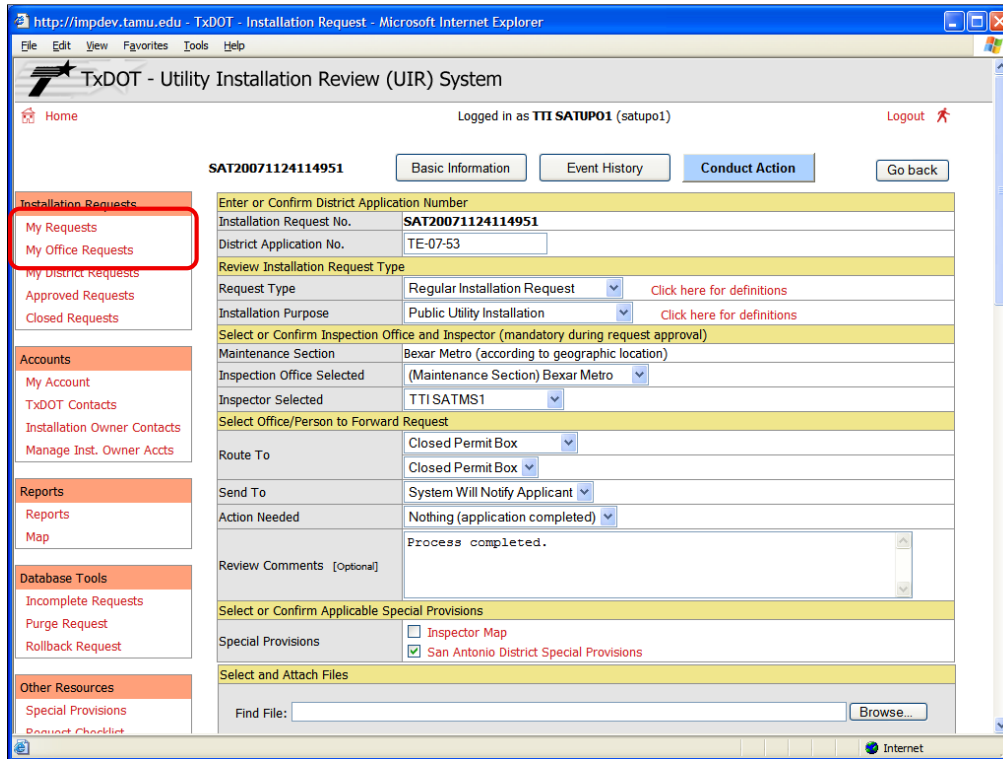
- Special Provisions
- Request Checklist

**Event History** [Collapse/Expand]

<b>Event 13</b>	Submitting as-built certification / Conduct as-built review
When	11/25/2007 11:36:26 AM
By	Cesar Quiroga (UIR Utility Testing Company, San Antonio Office 1) - cquiroga440
Send to	TTI SATUPO1 (TxDOT, Utility Permit Office) - satupo1
Comment	In this example, the user is certifying that the as-built facility matches the approved documentation and, therefore, as-built plans are not necessary. If there had been changes on the ground compared to the approved alignment, the user would need to select the second option and attach as-built files. We constructed this utility installation according to the description, construction plans, special provisions, and other related documents, as described in the Notice of Proposed Installation, Approval Form, and approved amendments. We also maintained field representation during installation of this utility.
<b>Event 12</b>	Construction completed / Construction completed. Submit as-built certification
When	11/25/2007 11:25:23 AM
By	TTI SATUPO1 (TxDOT, Utility Permit Office) - satupo1
Send to	Cesar Quiroga (UIR Utility Testing Company, San Antonio Office 1) - cquiroga440
Comment	When submitting the as-built certification, notice the inspector's comments (see last event).
<b>Event 11</b>	Construction completed / Conduct post-construction review
When	11/25/2007 11:18:39 AM
By	TTI SATMS1 (TxDOT, Bexar Metro Maintenance Section) - satms1
Send to	TTI SATUPO1 (TxDOT, Utility Permit Office) - satupo1
Comment	Construction ended yesterday. No major incidents reported, although I had to remind the contractor to always have permit request and approval at the job site. Alignment did not change compared to original proposal.
<b>Event 10</b>	Ready to start construction / Conduct inspection
When	11/25/2007 10:57:40 AM

This is an updated view of the event history associated with the installation request.

Notice that the as-built certification must be consistent with any comments by the inspector regarding any potential changes in alignment with respect to the originally approved request. If there are inconsistencies, the utility permit office user should return the certification back to the installation owner user.



If the certification is correct, click “Conduct Action” and then send the request to the closed permit box.

http://impdev.tamu.edu - TxDOT - Installation Request - Microsoft Internet Explorer

File Edit View Favorites Tools Help

**Installation Requests**

- My Requests
- My Office Requests
- My District Requests
- Approved Requests
- Closed Requests

**Accounts**

- My Account
- TxDOT Contacts
- Installation Owner Contacts
- Manage Inst. Owner Accts

**Reports**

- Reports
- Map

**Database Tools**

- Incomplete Requests
- Purge Request
- Rollback Request

**Other Resources**

- Special Provisions
- Request Checklist
- Feedback
- URR Help
- TxDOT Manuals
- Accommodation Rules
- TxDOT Standard Specifications

Enter or Confirm District Application Number

Installation Request No. **SAT20071124114951**

District Application No. TE-07-53

Review Installation Request Type

Request Type Regular Installation Request [Click here for definitions](#)

Installation Purpose Public Utility Installation [Click here for definitions](#)

Select or Confirm Inspection Office and Inspector (mandatory during request approval)

Maintenance Section Bexar Metro (according to geographic location)

Inspection Office Selected (Maintenance Section) Bexar Metro

Inspector Selected TTI SATMS1

Select Office/Person to Forward Request

Route To Closed Permit Box

Send To System Will Notify Applicant

Action Needed Nothing (application completed)

Review Comments [Optional] Process completed.

Select or Confirm Applicable Special Provisions

Special Provisions

- Inspector Map
- San Antonio District Special Provisions

Select and Attach Files

Find File:

[\[Click here to see valid file types you can upload\]](#)

Click the “Submit Review” button at the bottom of the page to complete the transaction.

http://impdev.tamu.edu - TxDOT - All District Requests - Microsoft Internet Explorer

File Edit View Favorites Tools Help

**TxDOT - Utility Installation Review (UIR) System**

Home Logged in as **TTI.SATUPO1** (satupo1) Logout

**Installation Requests**

- My Requests
- My Office Requests
- My District Requests
- Approved Requests
- Closed Requests**

**San Antonio District - Closed Requests**

Maintenance Section [ID]	Requests currently at TxDOT	Requests currently at Installation Owner
Bexar Metro [10]	1	0
Northeast [15]	1	0
<b>All Maintenance Sections</b>	<b>2</b>	<b>0</b>

Search by Installation Request No.  Go

**Requests Currently at TxDOT (2)** [Hide/Show]

Dist App No.	Installation Request No.	Maintenance Section	Highway	Installation Owner	Currently at	Action Needed	Last Event
264334	SAT20071120100755	Northeast	SL0368	UIR Demonstration	Closed Permit Box	Nothing (application completed)	11-21-2007
TE-07-53	SAT20071124114951	Bexar Metro	SS0117	UIR Utility Testing Company	Closed Permit Box	Nothing (application completed)	11-25-2007

**Accounts**

- My Account
- TxDOT Contacts
- Installation Owner Contacts
- Manage Inst. Owner Accts

**Reports**

- Reports
- Map

**Database Tools**

- Incomplete Requests
- Purge Request
- Rollback Request

**Other Resources**

- Special Provisions
- Request Checklist

Internet

The request is now closed, but can be accessed at any point by clicking the “Closed Requests” link and searching for the request.

http://impdev.tamu.edu - TxDOT - Rollback Request - Microsoft Internet Explorer

TxDOT - Utility Installation Review (UIR) System

Home Logged in as TTI SATUPO1 (satup01) Logout

SAT20071124114951 Basic Information **Event History** Rollback Event Go back

Statistics [Show/Hide]

**Event History** [Collapse/Expand]

Status	Events	By	Office Name	Date
Completed	14. Process completed	TTI SATUPO1	TxDOT, Utility Permit Office	11-25-2007
Post-construction	13. Submitting as-built certification	Cesar Quiroga	UIR Utility Testing Company, San Antonio Office	11-25-2007
Post-construction	12. Construction completed	TTI SATUPO1	TxDOT, Utility Permit Office	11-25-2007
Post-construction	11. Construction completed	TTI SATMS1	TxDOT, Bexar Metro Maintenance Section	11-25-2007
Construction	10. Ready to start construction	Cesar Quiroga	UIR Utility Testing Company, San Antonio Office	11-25-2007
Pre-construction	9. Request approved	TTI SATUPA1	TxDOT, District Maintenance Office	11-25-2007
Under review	8. Review completed	TTI SATUPO1	TxDOT, Utility Permit Office	11-25-2007
Under review	7. Review completed	TTI SATAO1	TxDOT, Bexar Metro Area Office	11-25-2007
Under review	6. Review completed	TTI SATMS1	TxDOT, Bexar Metro Maintenance Section	11-25-2007
Under review	5. Review completed	TTI SATAO1	TxDOT, Bexar Metro Area Office	11-25-2007
Under review	4. Review completed	TTI SATUPO1	TxDOT, Utility Permit Office	11-25-2007
Under review	3. Submitting revised documentation	Cesar Quiroga	UIR Utility Testing Company, San Antonio Office	11-25-2007
Under review	2. Review partially completed	TTI SATUPO1	TxDOT, Utility Permit Office	11-25-2007
Submitted	1. Application submitted	Cesar Quiroga	UIR Utility Testing Company, San Antonio Office	11-24-2007

Installation Requests  
 My Requests  
 My Office Requests  
 My District Requests  
 Approved Requests  
 Closed Requests

Accounts  
 My Account  
 TxDOT Contacts  
 Installation Owner Contacts  
 Manage Inst. Owner Accts

Reports  
 Reports  
 Map

Database Tools  
 Incomplete Requests  
 Purge Request  
 Rollback Request

Other Resources  
 Special Provisions  
 Request Checklist

Notice the complete list of events in the event history.



# **Long Presentation Participant Handout**





## Utility Installation Review (UIR) System

### Internet-Based Utility Permit Implementation



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## Why is It Important?

- Large number of utilities within the ROW
- Thousands of utility permits per year
- Hundreds of utility agreements per year
- Institutional memory at TxDOT
- Quality of information provided by utilities
- TTI Research Project 0-2110
  - ✓ Prototype GIS-based utility inventory model
  - ✓ Prototype Internet-based utility permitting system



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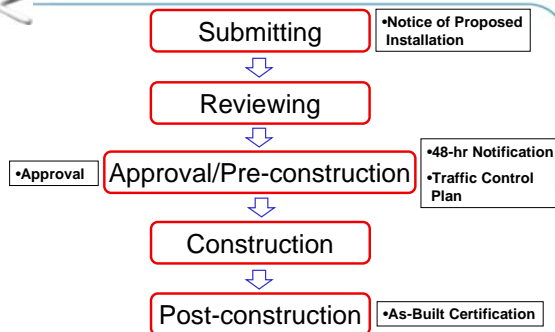
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## Workflow Diagram - Overview



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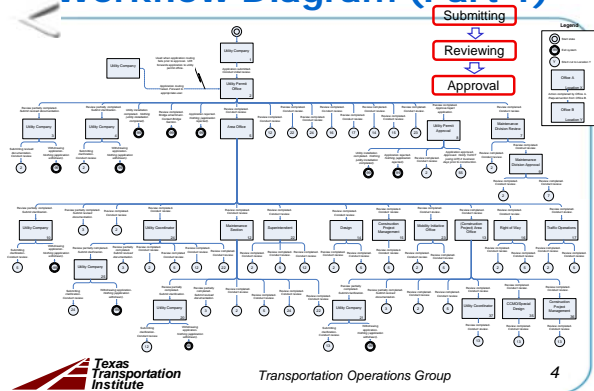
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## Workflow Diagram (Part 1)




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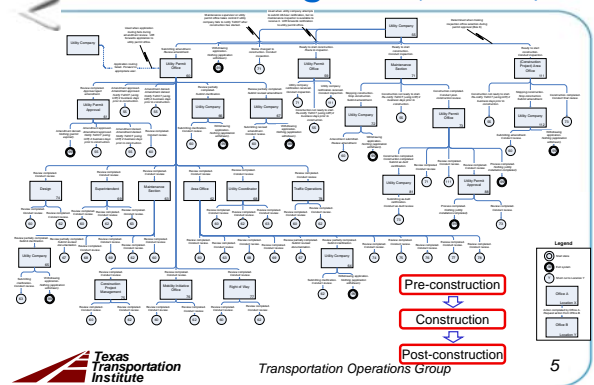
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## Workflow Diagram (Part 2)




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## Major System Functionality

- Database-driven
- Interactive GIS-based permit location
- Permit event and document tracking
- PDF file conversion
- Utility company/DOT user management
- Tabular and map-based reports
- Performance measures

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## Benefits

- Automation
- More thorough, faster reviews
- Reporting and accountability
- Institutional memory
- Document retention practices



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## Challenges

- Garbage in / garbage out ...
  - ✓ Automation does not “automatically” result in better, more reliable deliverables
- DOT and utility company training
- Utility company compliance
  - ✓ Utility Accommodation Rules
  - ✓ Notification to DOT prior to construction



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## Additional Information

<https://apps.dot.state.tx.us/uirpro/>  
<http://uir.tamu.edu/uirdemo/> (demo)

- Online help system
- User manual
- Training materials

Cesar Quiroga – TTI (RS): c-quiroga@tamu.edu, 210-731-9938  
Jesse Cooper – ROW (PD): jcoope2@dot.state.tx.us, 512-416-2874  
John Campbell – ROW (PC): jcampbel@dot.state.tx.us, 512-416-2909



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## Sample UIR Screens

- Utility company user interface ←
- TxDOT user interface



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## Utility Company User Interface

- Accessing UIR
  - ✓ Client system requirements
  - ✓ Login to UIR
  - ✓ New user registration
  - ✓ Password and login ID retrieval
  - ✓ Cookies, Outlook, and printing with IE
- Navigating UIR
- Submitting and processing requests



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## User System Requirements

- Desktop/Laptop with Pentium Processor or higher
- Internet Explorer 6.0
- Adobe Acrobat Reader 6.0
- Internet connection
- Email account
- UIR active account



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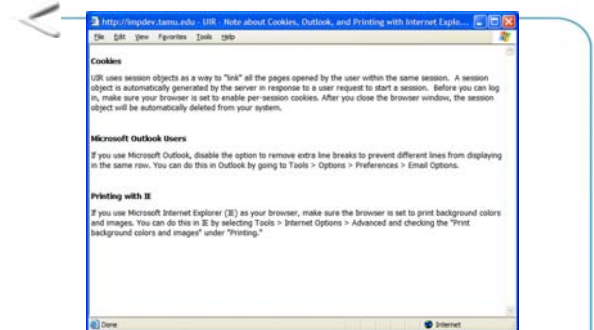
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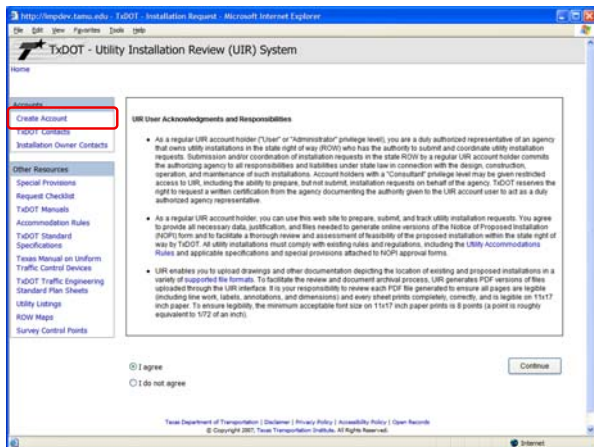
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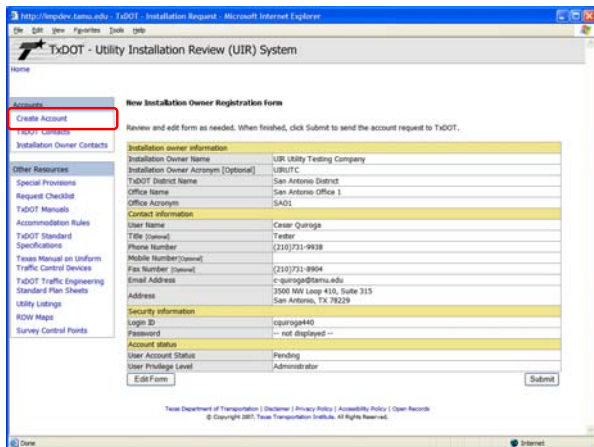
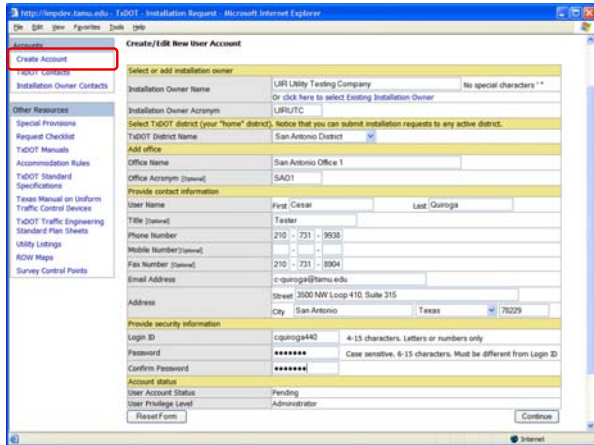
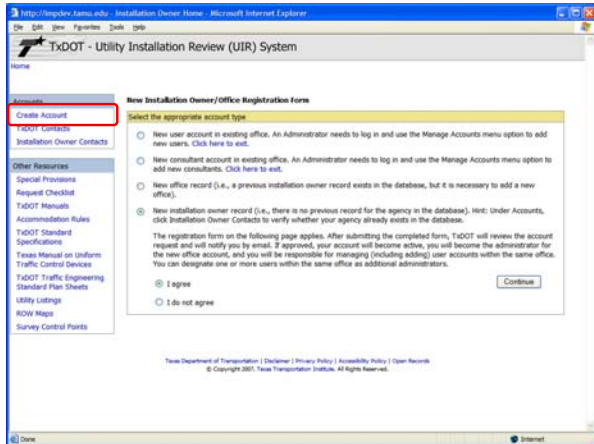
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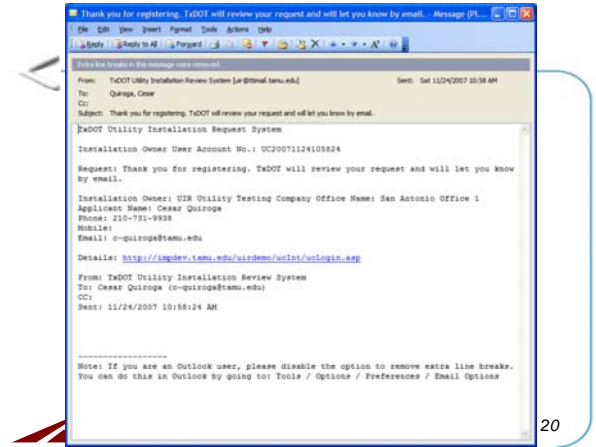
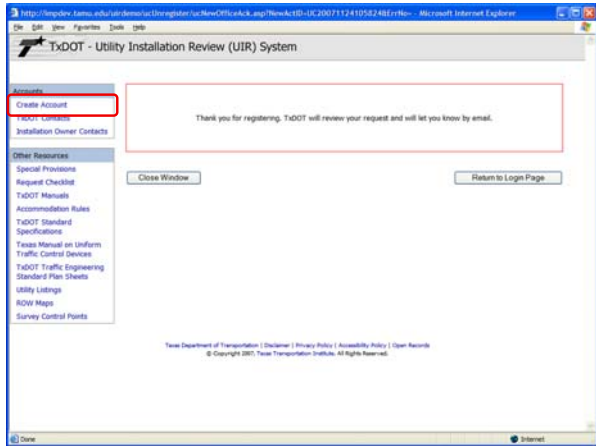
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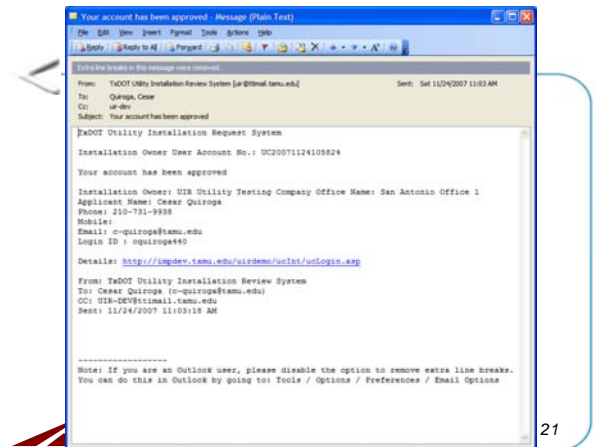
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# Utility Company User Interface

- Accessing UIR
- Navigating UIR
  - ✓ Screen structure and menu options
  - ✓ Installation requests
  - ✓ Accounts
  - ✓ Reports
  - ✓ Other resources
- Submitting and processing requests




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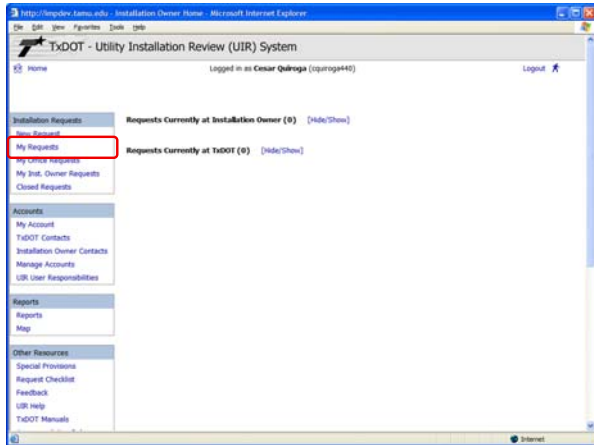
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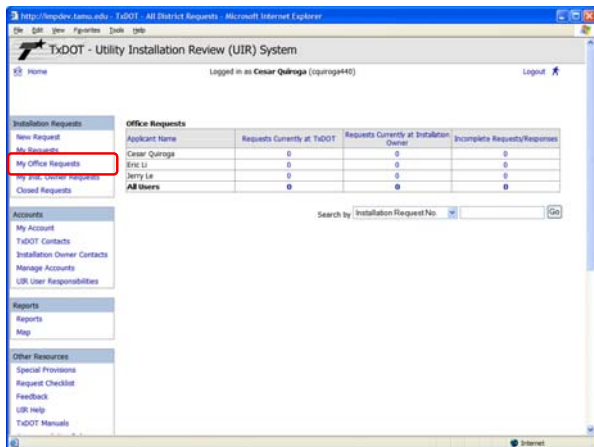
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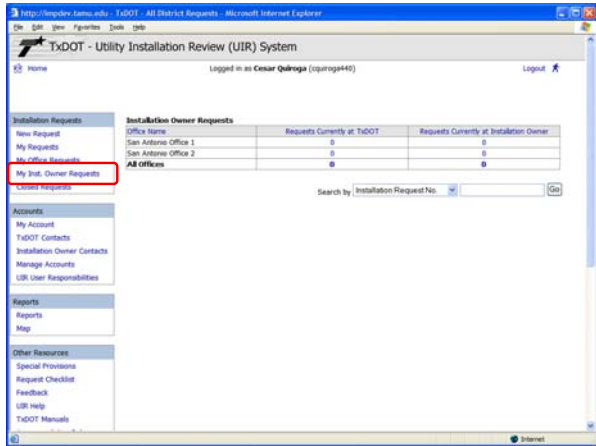
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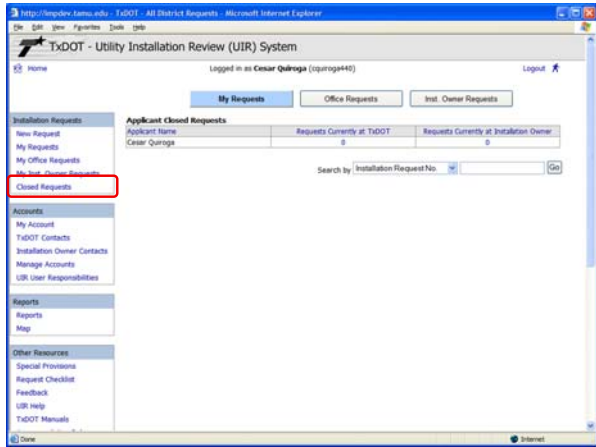
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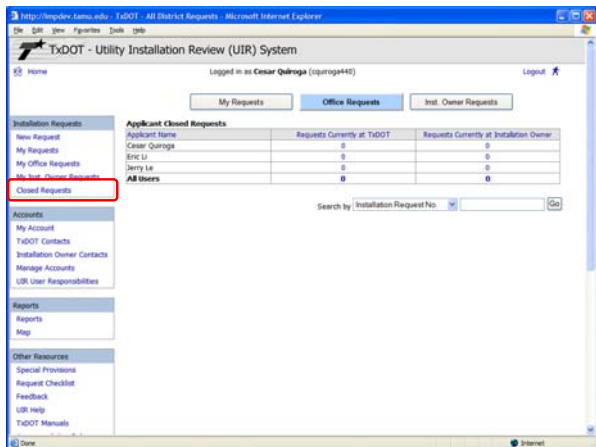
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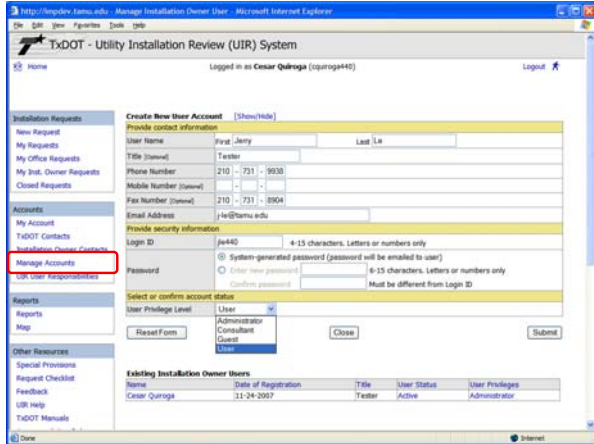
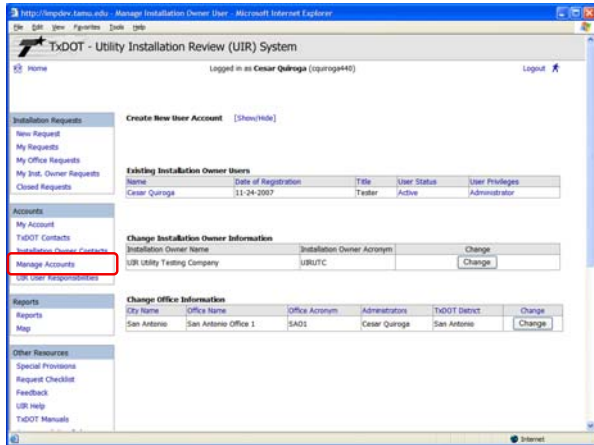
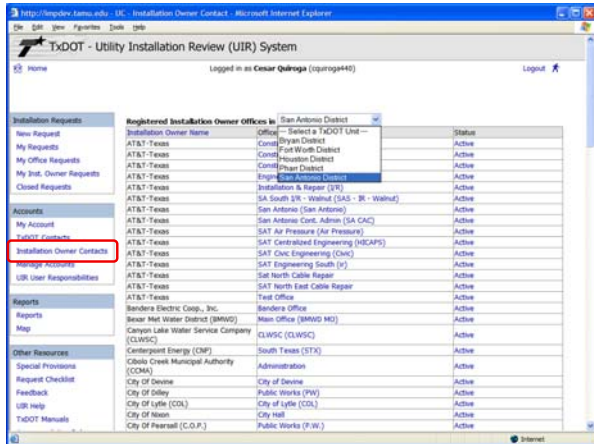
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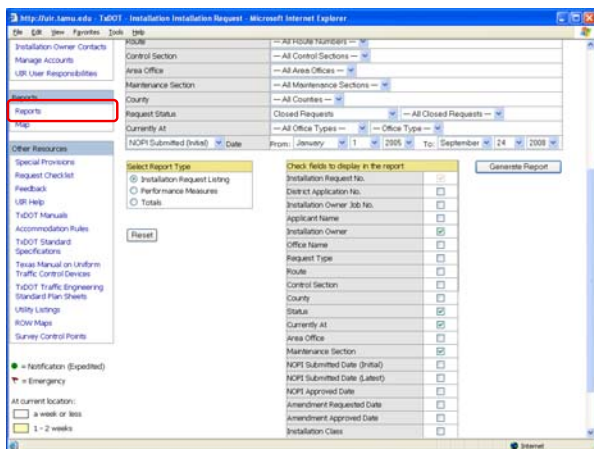
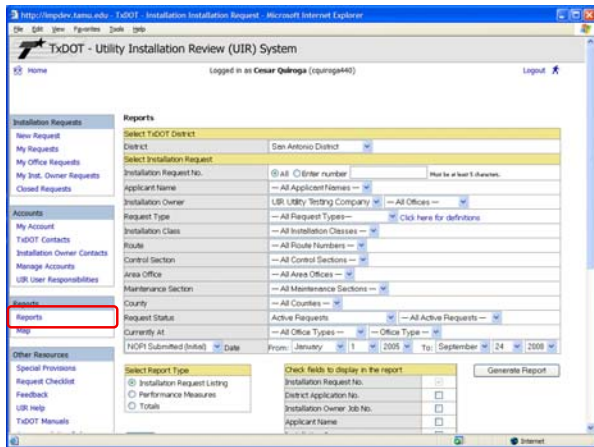
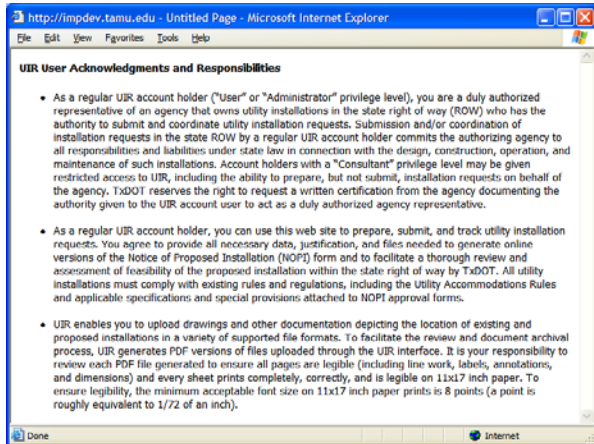


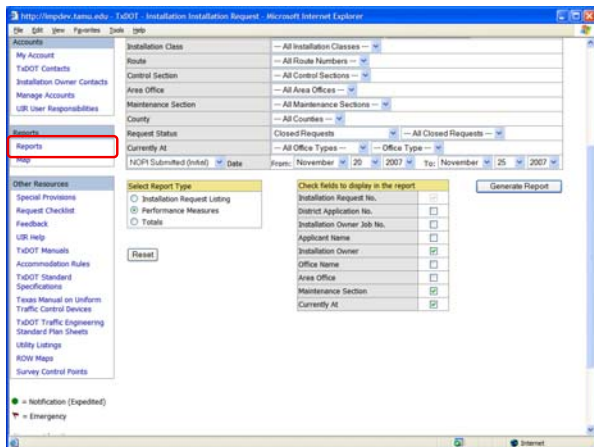
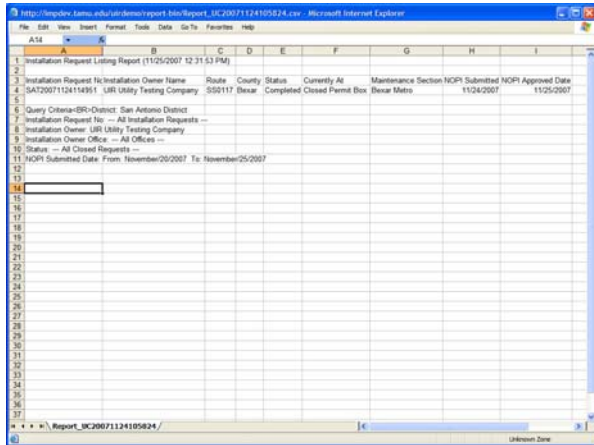
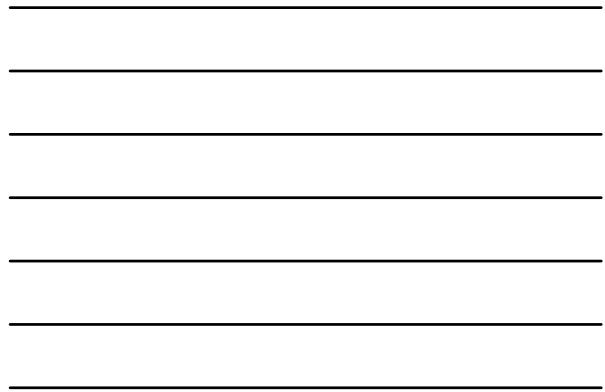
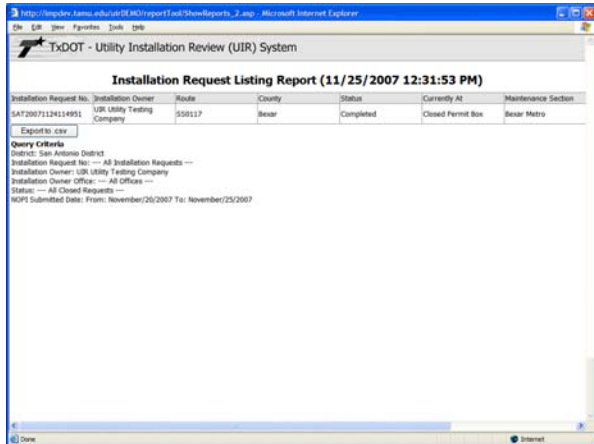




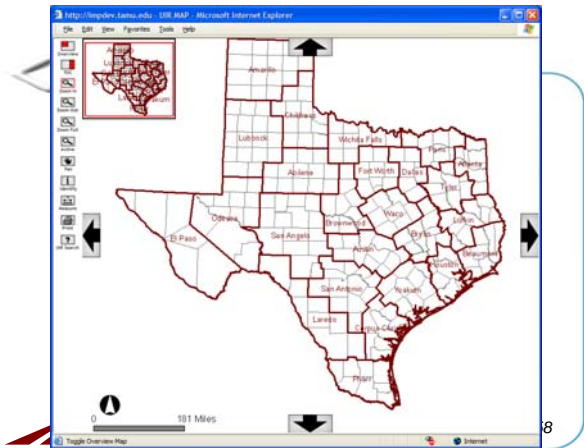













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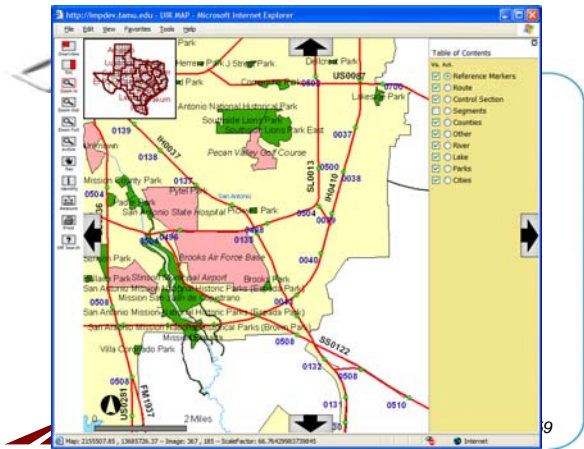
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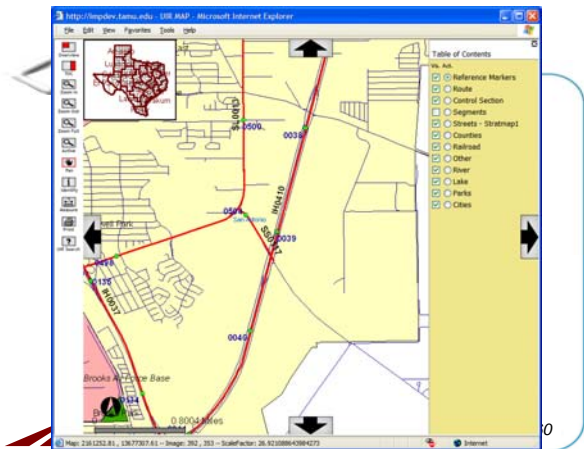
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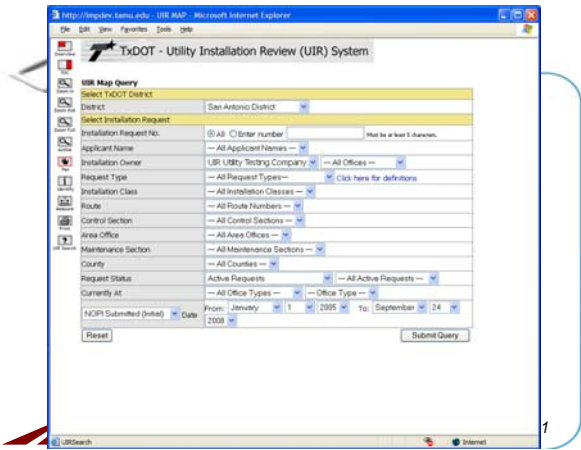
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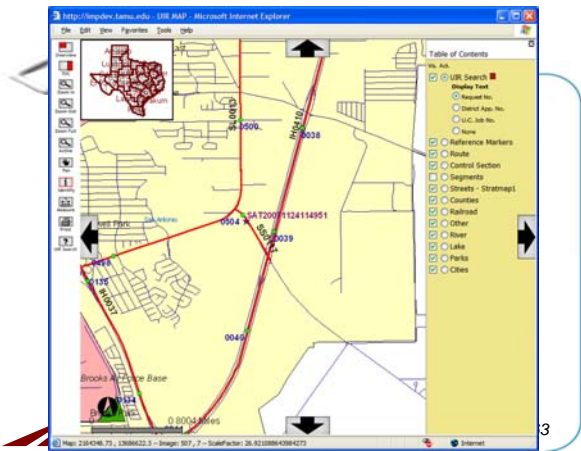
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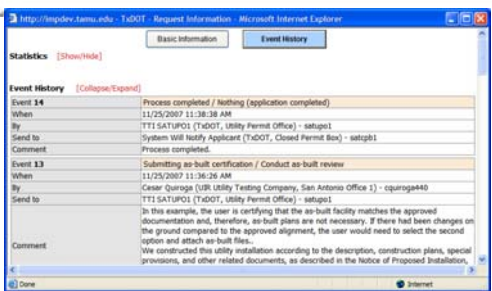
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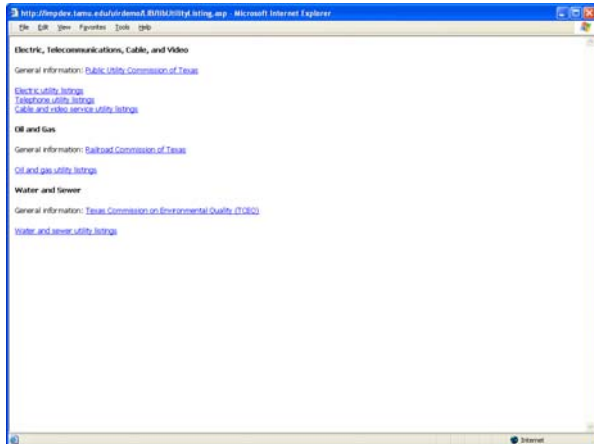
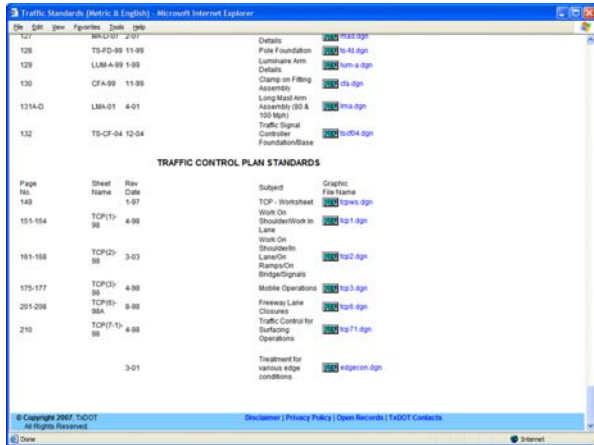












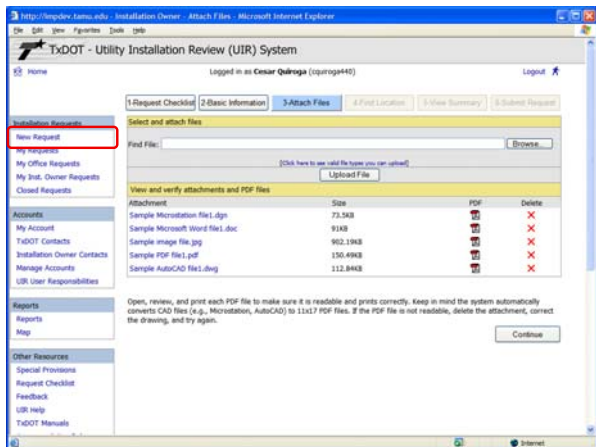
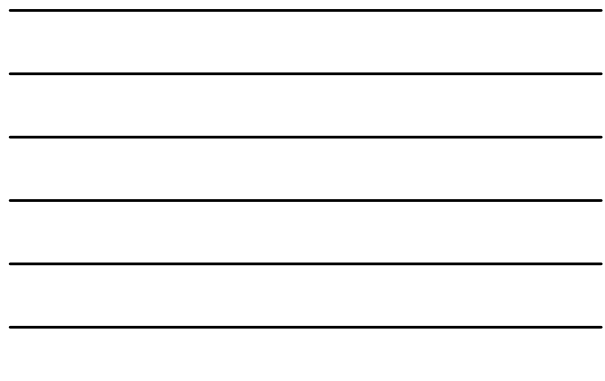
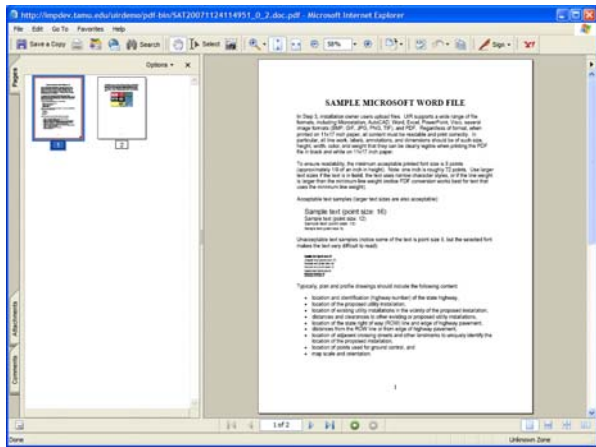
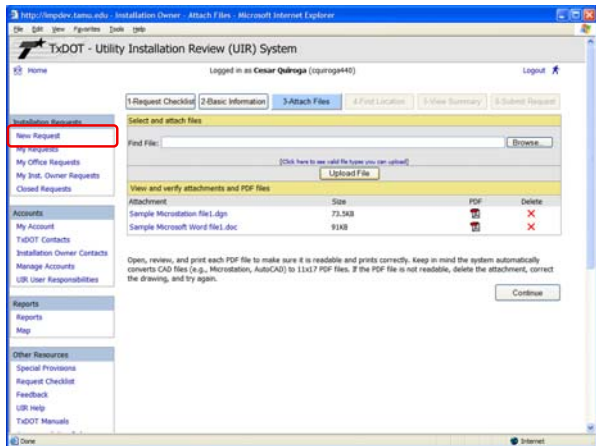


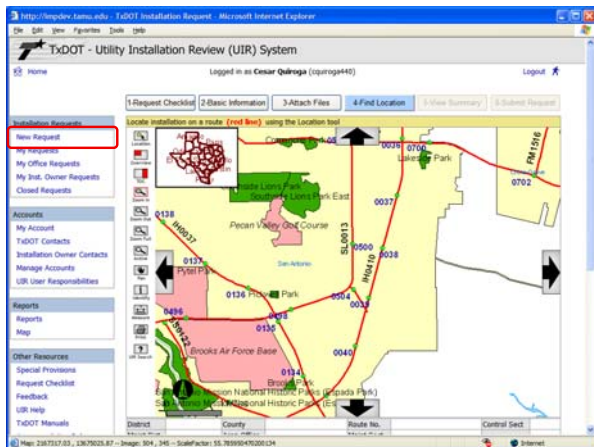
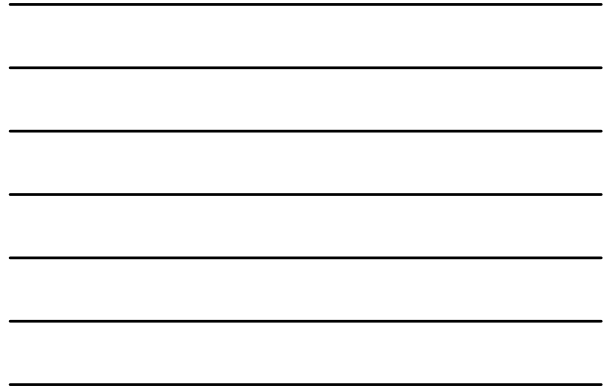
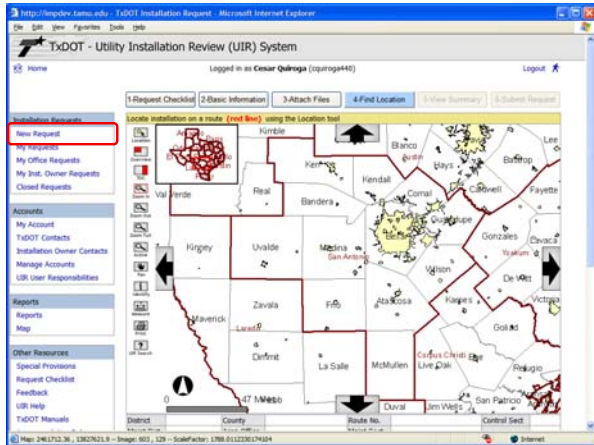
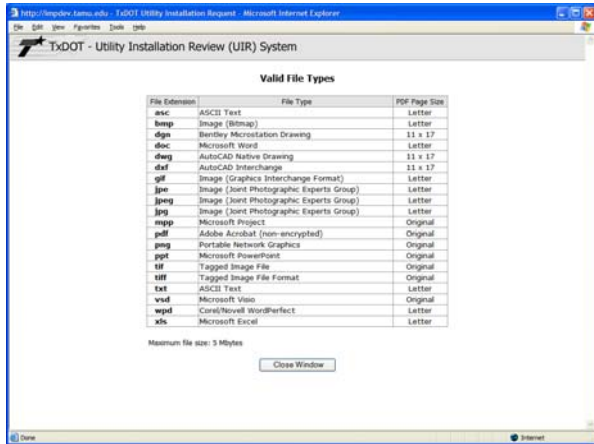




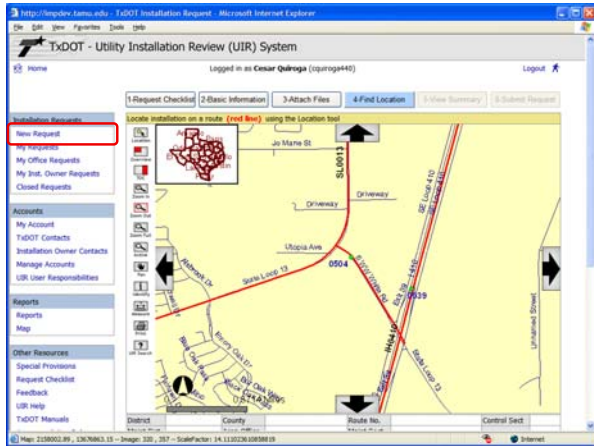













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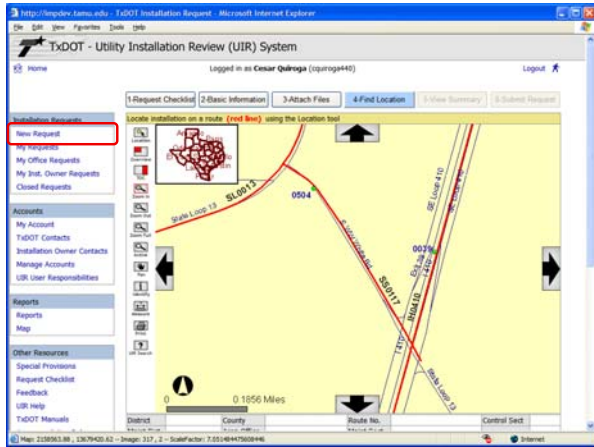
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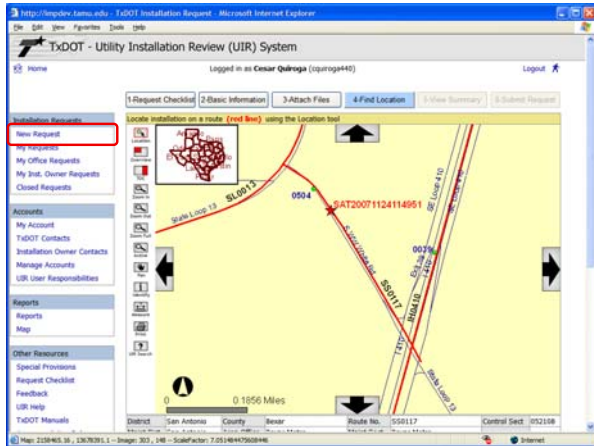
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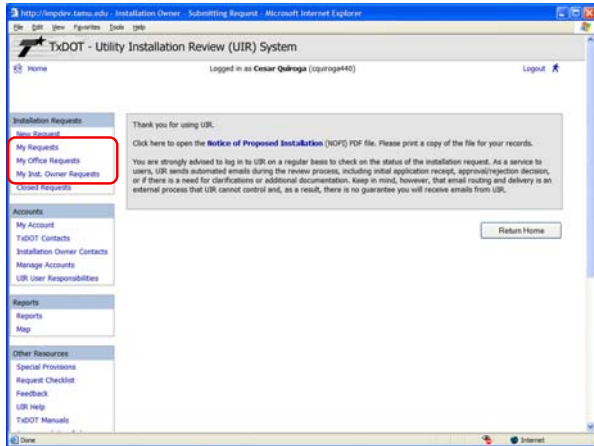
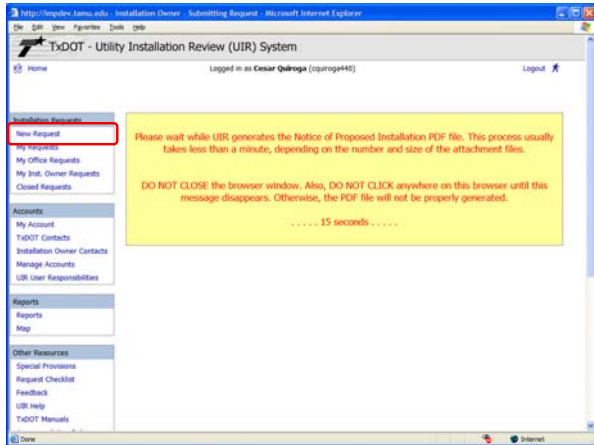
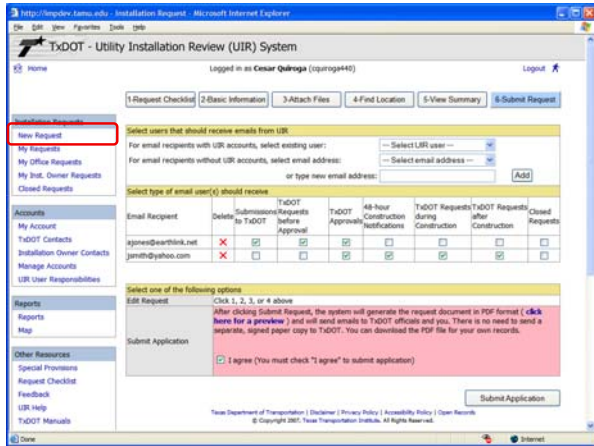
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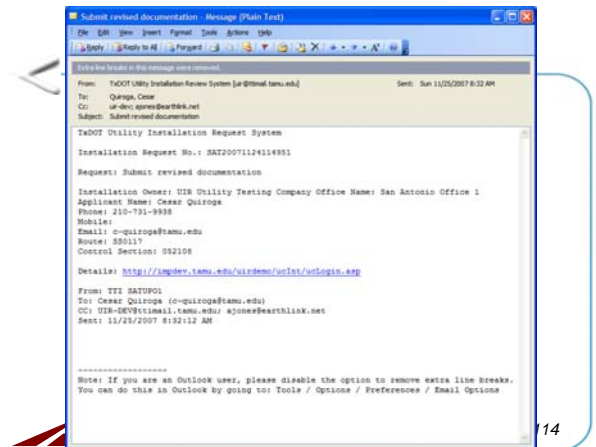
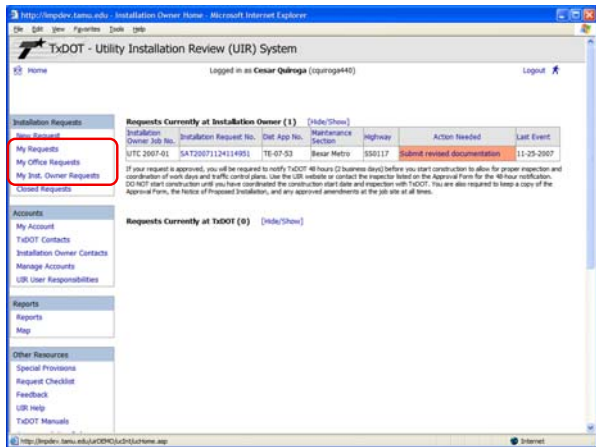
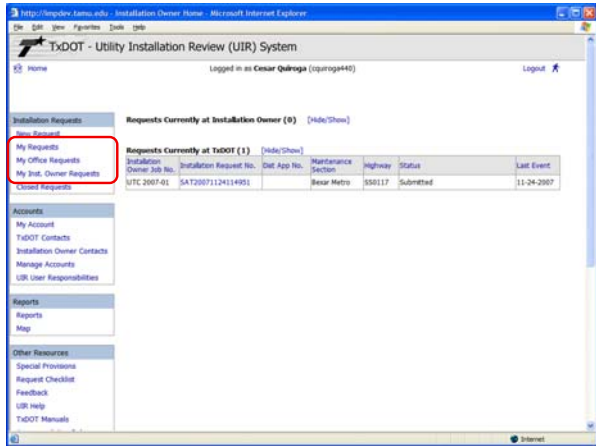
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http://reqdev.sams.edu Pending Request - Microsoft Internet Explorer

### TxDOT - Utility Installation Review (UIR) System

Home | Logged in as Cesar Quiroga (cquiroga440) | Logout

SAT2007124114951 | Basic Information | Event History | Conduct Action | Go back

**Installation Requests**

- New Request
- My Requests
- My Office Requests
- My Inst. Owner Requests
- Closed Requests

**Accounts**

- My Account
- TxDOT Contacts
- Installation Owner Contacts
- Manage Accounts
- UIR User Responsibilities

**Reports**

- Reports
- Map

**Other Resources**

- Special Provisions
- Request Checklist
- Feedback
- UIR Help
- TxDOT Manuals

**Basic Information**

Installation Request No.	SAT2007124114951
District Application No.	TE-07-53
Installation Owner Job No.	UTC 2007-01
Applicant Name	Cesar Quiroga
Contact Information	c-quiroga@sams.edu - 210-731-9938
Installation Owner Name	UIR Utility Testing Company
Office Name	San Antonio Office 1
Proposed Construction Schedule	Begin on: 12-03-2007   Finish on: 12-07-2007
Request Type	Regular Installation Request
Installation Purpose	Public Utility Installation
Installation Class	Telephone
Installation Location	Buried

**Description**

This text box contains a detailed description of the proposed installation. Its purpose is to assist the reviewers in understanding the project scope, limits, overall construction approach and/or procedures, and other technical characteristics. This section should also include distances to the closest state highway reference markers, e.g., "Installation starts 357 ft NW of reference marker 4656 and ends 227 ft SW of reference marker 4658." Any text in this section appears on the first page of the installation request document.

This text box is used to provide additional relevant information, e.g., if this request is part of a large project that involves several requests (in this case, the user would list all installation request numbers: SAT2007120083012, SAT2007120100512, and so on).

**Attachments**

Attachment	Size (KB)	Attachment (pdf)
Sample Microsoft file1.doc	74	

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http://reqdev.sams.edu Pending Request - Microsoft Internet Explorer

### TxDOT - Utility Installation Review (UIR) System

Home | Logged in as Cesar Quiroga (cquiroga440) | Logout

SAT2007124114951 | Basic Information | Event History | Conduct Action | Go back

**Installation Requests**

- New Request
- My Requests
- My Office Requests
- My Inst. Owner Requests
- Closed Requests

**Accounts**

- My Account
- TxDOT Contacts
- Installation Owner Contacts
- Manage Accounts
- UIR User Responsibilities

**Reports**

- Reports
- Map

**Other Resources**

- Special Provisions
- Request Checklist
- Feedback
- UIR Help
- TxDOT Manuals

**Event History**

Event 2

When	11/25/2007 08:32:13 AM
By	TTI SATUP01 (TxDOT, Utility Permit Office) - sabgol
Sent to	Cesar Quiroga (UIR Utility Testing Company, San Antonio Office 1) - cquiroga440
Comment	This text box contains comments for the recipient. In this example, the request is being sent back to the applicant (note: include as much information as possible to document why the request is being sent back).

Event 3

When	11/24/2007 12:44:45 PM
By	Cesar Quiroga (UIR Utility Testing Company, San Antonio Office 1) - cquiroga440
Sent to	Utility Permit Office
Description	This text box contains a detailed description of the proposed installation. Its purpose is to assist the reviewers in understanding the project scope, limits, overall construction approach and/or procedures, and other technical characteristics. This section should also include distances to the closest state highway reference markers, e.g., "Installation starts 357 ft NW of reference marker 4656 and ends 227 ft SW of reference marker 4658." Any text in this section appears on the first page of the installation request document.
Special Comment	This text box is used to provide additional relevant information, e.g., if this request is part of a large project that involves several requests (in this case, the user would list all installation request numbers: SAT2007120083012, SAT2007120100512, and so on).

**Attachments**

Attachment	Size (KB)	Attachment (pdf)
Sample Microsoft file1.doc		
Sample Microsoft Word file1.doc		
Sample image file.jpg		
Sample UIR file.pdf		
Sample AutoCAD file1.dwg		

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http://reqdev.sams.edu Pending Request - Microsoft Internet Explorer

### TxDOT - Utility Installation Review (UIR) System

Home | Logged in as Cesar Quiroga (cquiroga440) | Logout

SAT2007124114951 | Basic Information | Event History | Conduct Action | Go back

**Installation Requests**

- New Request
- My Requests
- My Office Requests
- My Inst. Owner Requests
- Closed Requests

**Accounts**

- My Account
- TxDOT Contacts
- Installation Owner Contacts
- Manage Accounts
- UIR User Responsibilities

**Reports**

- Reports
- Map

**Other Resources**

- Special Provisions
- Request Checklist
- Feedback
- UIR Help
- TxDOT Manuals

**Statistics**

Status	Days	Status	Days	Status	Days
Submitted	0.8	Pre construction at Installation Owner		Post construction at Installation Owner	
Under review at TxDOT		Pre construction at Installation Owner (notify by phone)		Post construction at TxDOT	
Under review at TxDOT - Total	0.8	Pre construction - Total		Post construction - Total	
Under review at Installation Owner	0.8	Amendment at Installation Owner		Closed	
Under review - Total	0.8	Amendment at TxDOT			
Days to approve/reject		Construction		Construction stopped at Installation Owner	
		Construction - Total			

**Event History**

Status	Events	By	Office Name	Date
Under review - 2	Review partially completed	TTI SATUP01	TxDOT, Utility Permit Office	11-25-2007
Submitted - 1	Application submitted	Cesar Quiroga	UIR Utility Testing Company, San Antonio Office 1	11-24-2007

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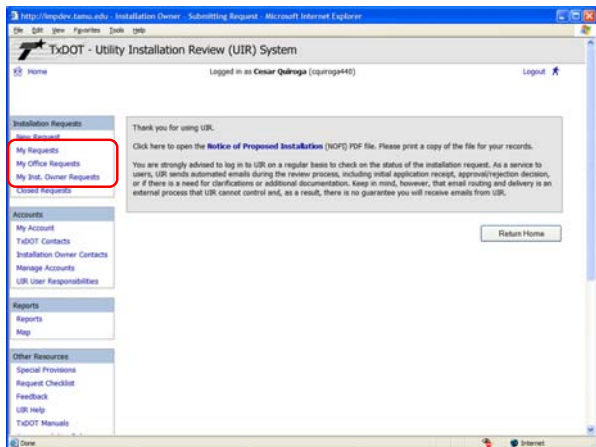
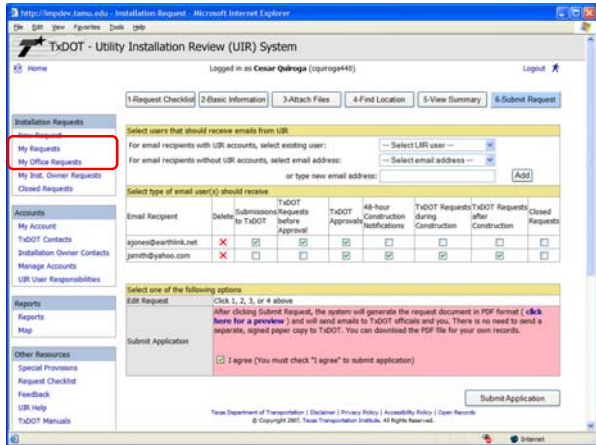
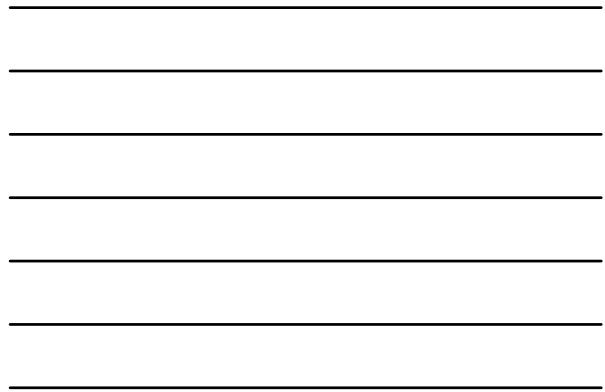
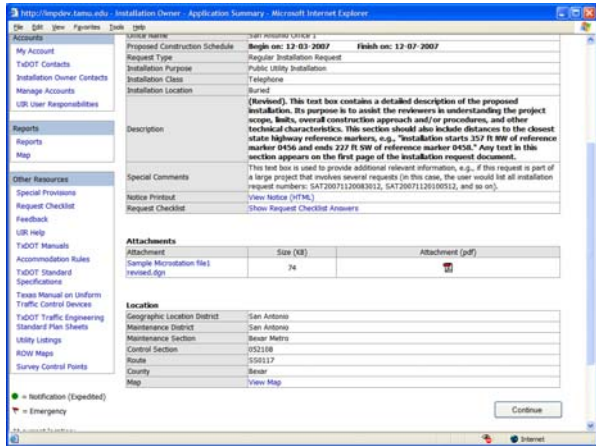
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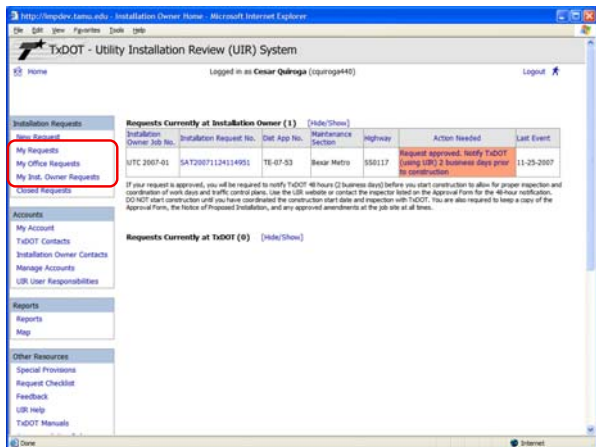
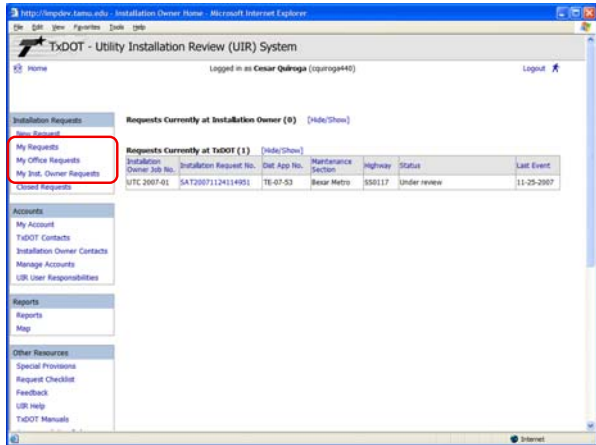


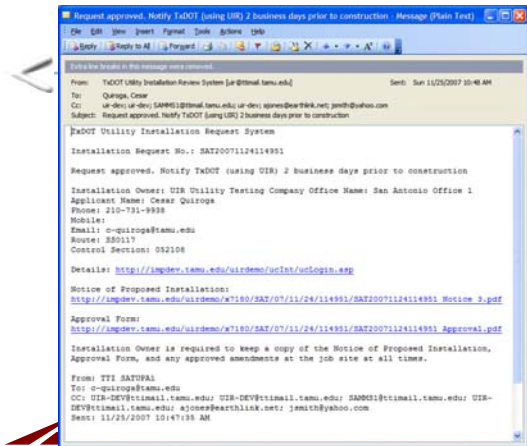




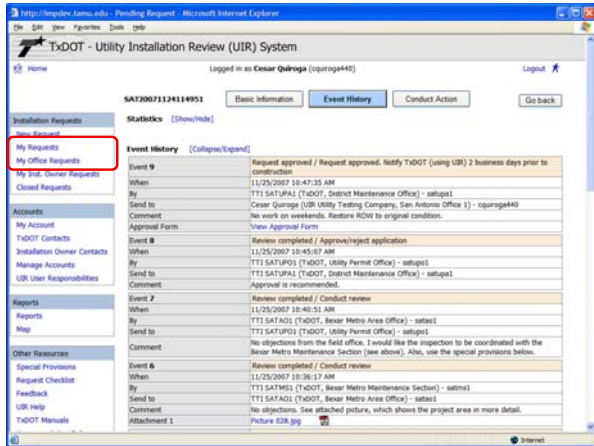
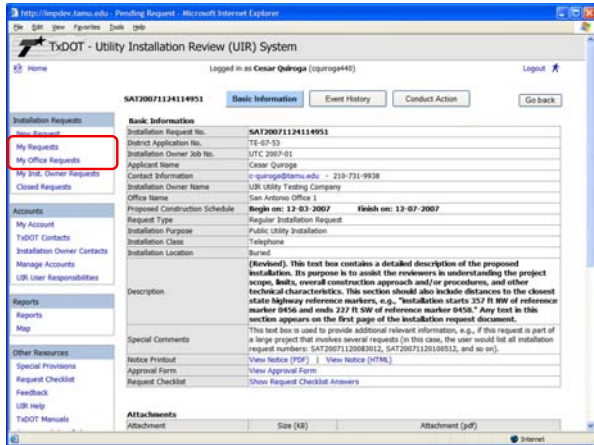


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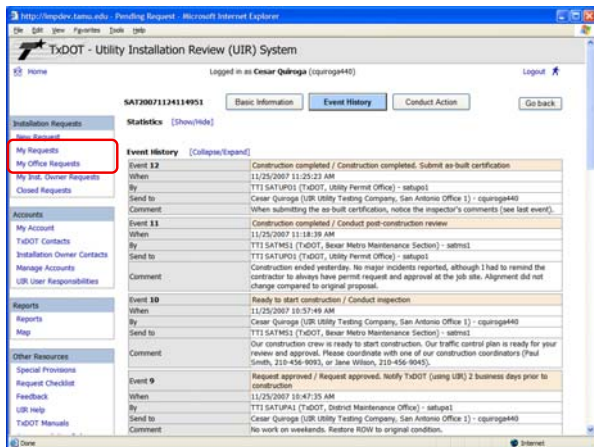
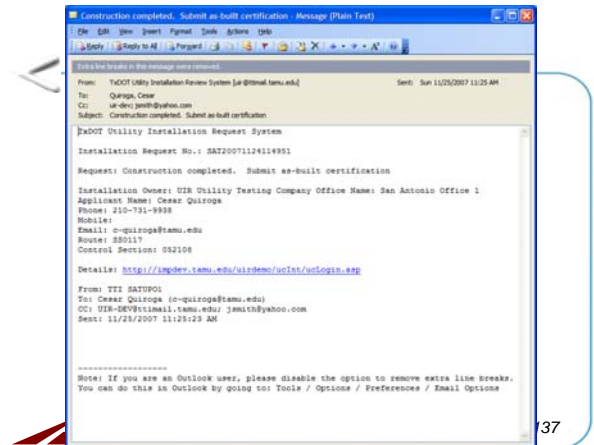
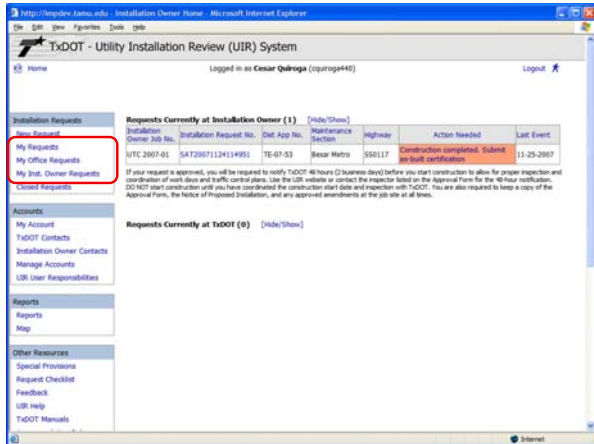




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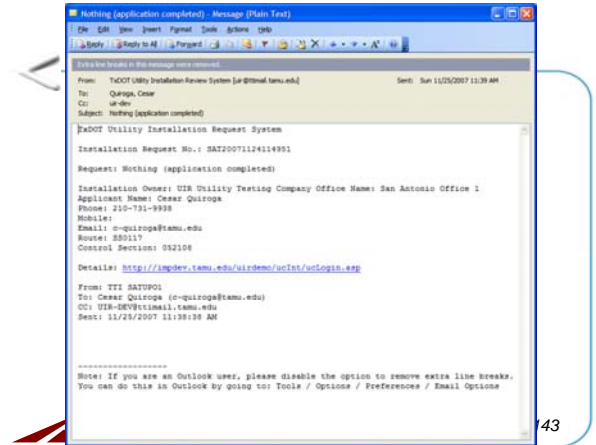
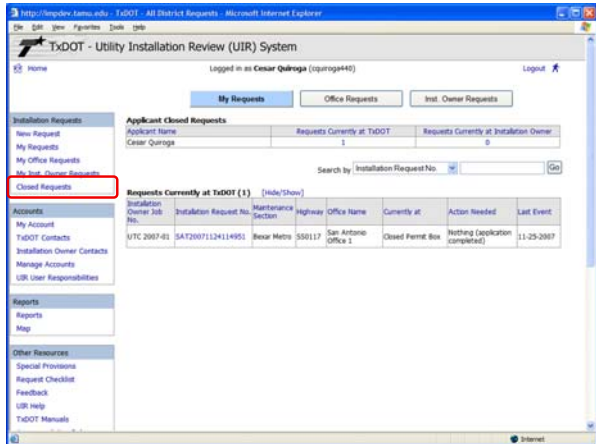




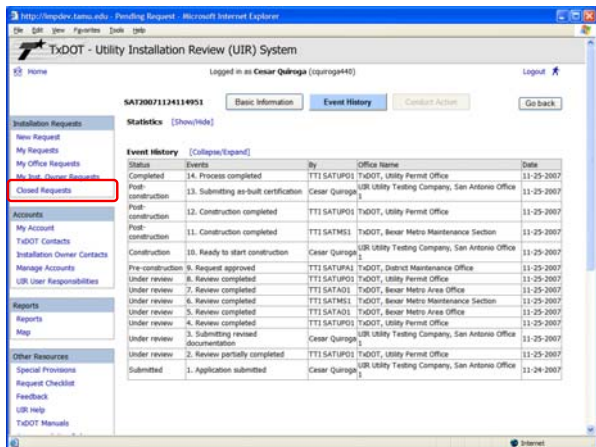








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## Sample UIR Screens

- Utility company user interface
- TxDOT user interface



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## TxDOT User Interface

- Accessing UIR
  - ✓ Client system requirements
  - ✓ Login to UIR
  - ✓ Password and login ID retrieval
  - ✓ Cookies, Outlook, and printing with IE
- Navigating UIR
- Submitting and processing requests

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## User System Requirements

- Desktop/Laptop with Pentium Processor or higher
- Internet Explorer 6.0
- Adobe Acrobat Reader 6.0
- Internet connection
- Email account
- UIR active account

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## TxDOT User Interface

- Accessing UIR
- Navigating UIR
  - ✓ Screen structure and menu options
  - ✓ Installation requests
  - ✓ Accounts
  - ✓ Reports
  - ✓ Database tools
  - ✓ Other resources
- Submitting and processing requests




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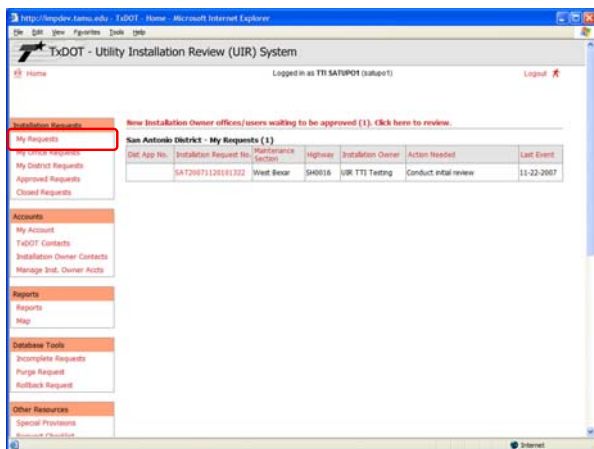
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http://nepdev.sams.edu - TxDOT - Home - Microsoft Internet Explorer

TxDOT - Utility Installation Review (UIR) System

Home      Logged in as TI1 SAFNPO1 (logout)      Logout

**Installation Requests**

[My Requests](#)  
[My Office Requests](#)  
[My District Requests](#)  
[Approved Requests](#)  
[Closed Requests](#)

**San Antonio District - My Requests (2)**

Dist. App No.	Installation Request No.	Maintenance Section	Highway	Installation Owner	Action Needed	Last Event
	SAT200712414901	Beaar Metro	550117	UIR Utility Testing Company	Conduct initial review	11-24-2007
	SAT200712019332	West Bear	SH0516	UIR TTI Testing	Conduct initial review	11-22-2007

**Accounts**

[My Account](#)  
[TxDOT Contacts](#)  
[Installation Owner Contacts](#)  
[Manage Inst. Owner Accts](#)

**Reports**

[Reports](#)  
[Map](#)

**Database Tools**

[Incomplete Requests](#)  
[Purge Request](#)  
[Rollback Request](#)

**Other Resources**

[Special Processes](#)  
[Resource Checklist](#)



http://nepdev.sams.edu - TxDOT - Home - Microsoft Internet Explorer

TxDOT - Utility Installation Review (UIR) System

Home      Logged in as TI1 SAFNPO1 (logout)      Logout

**Installation Requests**

[My Requests](#)  
[My Office Requests](#)  
[My District Requests](#)  
[Approved Requests](#)  
[Closed Requests](#)

**San Antonio District - My Office Requests (2)**

Dist. App No.	Installation Request No.	Maintenance Section	Highway	Installation Owner	Action Needed	Last Event
	SAT200712414901	Beaar Metro	550117	UIR Utility Testing Company	Conduct initial review	11-24-2007
	SAT200712019332	West Bear	SH0516	UIR TTI Testing	Conduct initial review	11-22-2007

**Accounts**

[My Account](#)  
[TxDOT Contacts](#)  
[Installation Owner Contacts](#)  
[Manage Inst. Owner Accts](#)

**Reports**

[Reports](#)  
[Map](#)

**Database Tools**

[Incomplete Requests](#)  
[Purge Request](#)  
[Rollback Request](#)

**Other Resources**

[Special Processes](#)  
[Resource Checklist](#)



http://nepdev.sams.edu - TxDOT - All District Requests - Microsoft Internet Explorer

TxDOT - Utility Installation Review (UIR) System

Home      Logged in as TI1 SAFNPO1 (logout)      Logout

**Installation Requests**

[My Requests](#)  
[My Office Requests](#)  
[My District Requests](#)  
[Approved Requests](#)  
[Closed Requests](#)

**San Antonio District - My District Requests**

Maintenance Section (ID)	Requests currently at TxDOT	Requests currently at Installation Owner
Bear Metro (16)	1	0
Northwest (15)	1	1
West Bear (17)	1	0
<b>All Maintenance Sections</b>	<b>3</b>	<b>1</b>

Search by Installation Request No.

**Accounts**

[My Account](#)  
[TxDOT Contacts](#)  
[Installation Owner Contacts](#)  
[Manage Inst. Owner Accts](#)

**Reports**

[Reports](#)  
[Map](#)

**Database Tools**

[Incomplete Requests](#)  
[Purge Request](#)  
[Rollback Request](#)

**Other Resources**

[Special Processes](#)  
[Resource Checklist](#)





San Antonio District - My District Requests

Maintenance Section (B)	Requests currently at TxDOT	Requests currently at Installation Owner
Bear Metro (16)	1	0
Northeast (15)	1	1
West Bear (17)	1	0
<b>All Maintenance Sections</b>	<b>3</b>	<b>1</b>

Search by Installation Request No.

Requests Currently at TxDOT (3) [Hide/Show](#)

Dist. App No.	Installation Request No.	Maintenance Section	Highway	Installation Owner	Currently at	Action Needed	Last Event
enat	SAT200712200501	Northeast	SL3366	UR TTI Testing	District Maintenance Office	Approve/Reject	11-21-2007
	SAT200712019132	West Bear	SH0816	UR TTI Testing	Utility Permit Office	Conduct initial review	11-23-2007
	SAT200712414991	Bear Metro	SS0117	UR Utility Testing Company	Utility Permit Office	Conduct initial review	11-24-2007

Requests Currently at Installation Owner (1) [Hide/Show](#)

Dist. App No.	Installation Request No.	Maintenance Section	Highway	Installation Owner	Currently at	Action Needed	Last Event
gh	SAT200712219024	Northeast	SH0810	UR	Request approved. Notify TxDOT (wing UIR) 2 business days prior to construction		11-21-2007

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San Antonio District - My District Requests

Maintenance Section (B)	Requests currently at TxDOT	Requests currently at Installation Owner
Bear Metro (16)	1	0
Northeast (15)	1	1
West Bear (17)	1	0
<b>All Maintenance Sections</b>	<b>3</b>	<b>1</b>

Search by Last Event Date

Requests Currently at TxDOT (1) [Hide/Show](#)

Dist. App No.	Installation Request No.	Maintenance Section	Highway	Installation Owner	Currently at	Action Needed	Last Event
	SAT200712414991	Bear Metro	SS0117	UR Utility Testing Company	Utility Permit Office	Conduct initial review	11-24-2007

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San Antonio District - Closed Requests

Maintenance Section (B)	Requests currently at TxDOT	Requests currently at Installation Owner
Northeast (15)	1	0
<b>All Maintenance Sections</b>	<b>1</b>	<b>0</b>

Search by Installation Request No.

Requests Currently at TxDOT (1) [Hide/Show](#)

Dist. App No.	Installation Request No.	Maintenance Section	Highway	Installation Owner	Currently at	Action Needed	Last Event
264334	SAT2007122100755	Northeast	SL3366	UR	Closed Permit Box	Nothing (application complete)	11-21-2007

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http://nepdev.sams.edu / TxDOT - Home - Microsoft Internet Explorer

**TxDOT - Utility Installation Review (UIR) System**

Logged in as TTI SARINPO1 (outpost) Logout

**Installation Requests**

- My Requests
- My Office Requests
- My District Requests
- Approved Requests
- Closed Requests

**Accounts**

- My Account
- TxDOT Contacts**
- Installation Owner Contacts
- Manage Inst. Owner Accts

**Reports**

- Reports
- Map

**Database Tools**

- Incomplete Requests
- Purge Request
- Rollback Request

**Other Resources**

- Special Processes
- Resource Checklist

**Registered TxDOT Offices in San Antonio District**

Office Type	Office Name	First Name	Last Name	Title	User Status	User Privilege
Area Office	Bezar 410	Arcand	Tedes	self	Active	User
Area Office	Bezar 410	Larry	Coble	Assistant Area Engineer	Active	User
Area Office	Bezar 410	Rubben	Martinez	Utility & Driveway Inspector	Active	User
Area Office	Bezar Metro	Chris	Collings	Area Engineer	Active	User
Area Office	Bezar Metro	John	Danesh	Construction Engineer	Active	User
Area Office	Bezar Metro	TTI	SATAC1	TTI Tester	Active	Administrator

**TTI SATAC1**

Name: TTI SATAC1  
 Title: TTI Tester  
 Office address: 9320 SE Loop 410, San Antonio, TX 78223  
 Phone: 210-721-9938  
 Fax (optional):  
 Email: SATAC1@ttdmail.sams.edu

Close



http://nepdev.sams.edu / TxDOT - Installation Request - Microsoft Internet Explorer

**TxDOT - Utility Installation Review (UIR) System**

Logged in as TTI SARINPO1 (outpost) Logout

**Installation Requests**

- My Requests
- My Office Requests
- My District Requests
- Approved Requests
- Closed Requests

**Accounts**

- My Account
- TxDOT Contacts
- Installation Owner Contacts**
- Manage Inst. Owner Accts

**Reports**

- Reports
- Map

**Database Tools**

- Incomplete Requests
- Purge Request
- Rollback Request

**Other Resources**

- Special Processes
- Resource Checklist

**San Antonio District - Existing Installation Owner Offices**

Installation Owner Name	Office Name	Status
AT&T - Fees	Construction (Const)	Active
AT&T - Fees	Construction Commission	Active
AT&T - Fees	Construction Maintenance	Active
AT&T - Fees	Engineering North	Active
AT&T - Fees	Installation & Repair (IR)	Active
AT&T - Fees	SA South SR - Walnut (SAS - SR - Walnut)	Active
AT&T - Fees	San Antonio (San Antonio)	Active
AT&T - Fees	San Antonio Const. Admin (SA CAC)	Active
AT&T - Fees	SAT Air Pressure (Air Pressure)	Active
AT&T - Fees	SAT Centralized Engineering (SCEMPS)	Active
AT&T - Fees	SAT Civic Engineering (CWE)	Active
AT&T - Fees	SAT Engineering South (S)	Active
AT&T - Fees	SAT North Cable Repair	Active
AT&T - Fees	SAT South East Cable Repair	Active
AT&T - Fees	Test Office	Active
Bandera Electric Coop., Inc	Bandera Office	Active
Bezar Met Water District (BMAWD)	Bezar Office (BMAWD MO)	Active
Canyon Lake Water Service Company (CLWSC)	CLWSC (CLWSC)	Active
Centerpoint Energy (CNP)	South Texas (STX)	Active
Comal Creek Municipal Authority (CCMA)	Administration	Active
City of Devine	City of Devine	Active
City of Dille	Public Works (PW)	Active
City of Lytle (COL)	City of Lytle (COL)	Active
City of Niles	City Hall	Active
City of Pearsall (C.O.P.)	Public Works (P.W.)	Active



http://nepdev.sams.edu / TxDOT - Installation Request - Microsoft Internet Explorer

**TxDOT - Utility Installation Review (UIR) System**

Logged in as TTI SARINPO1 (outpost) Logout

**Installation Requests**

- My Requests
- My Office Requests
- My District Requests
- Approved Requests
- Closed Requests

**Accounts**

- My Account
- TxDOT Contacts
- Installation Owner Contacts
- Manage Inst. Owner Accts**

**Reports**

- Reports
- Map

**Database Tools**

- Incomplete Requests
- Purge Request
- Rollback Request

**Other Resources**

- Special Processes
- Resource Checklist

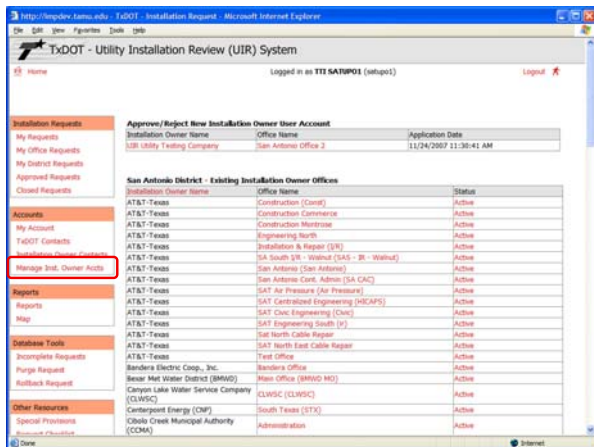
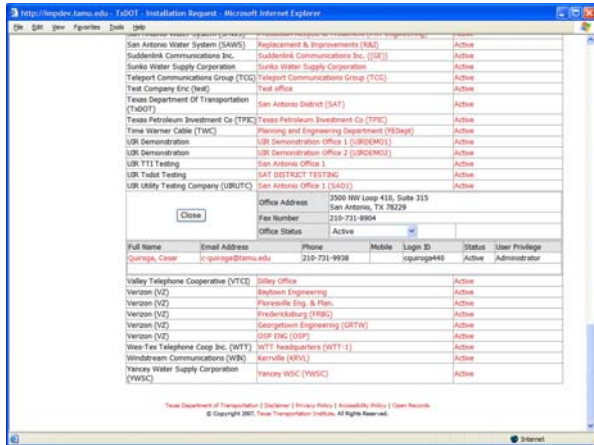
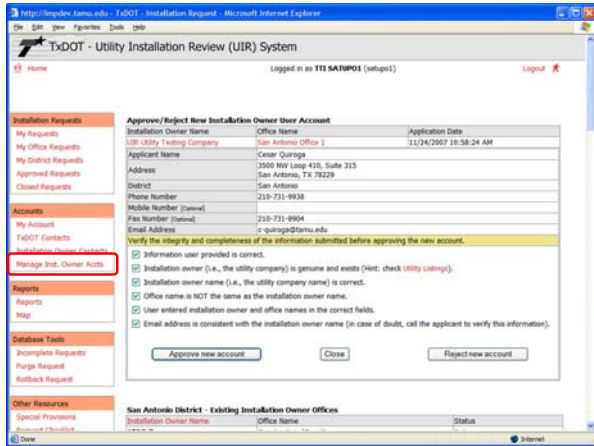
**Approve/Reject New Installation Owner User Account**

Installation Owner Name	Office Name	Application Date
UIR Utility Testing Company	San Antonio Office 1	11/24/2007 10:58:24 AM

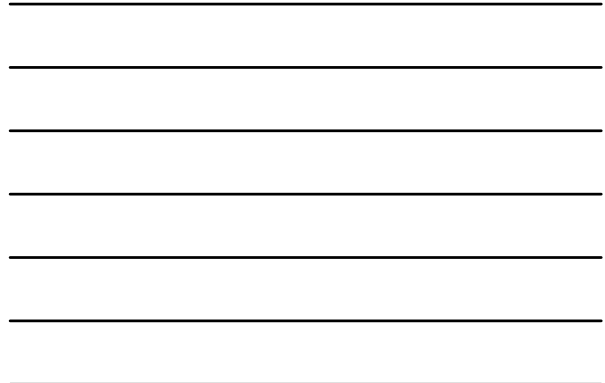
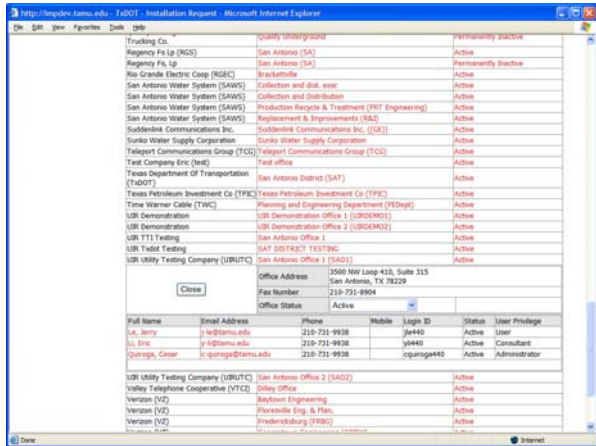
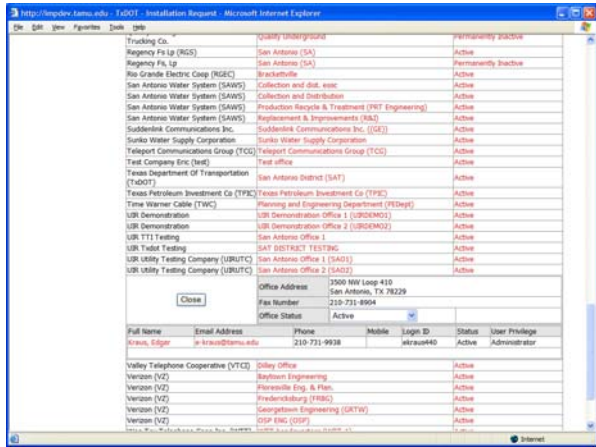
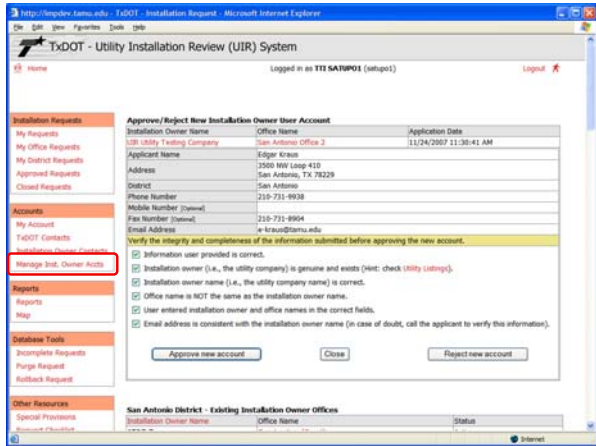
**San Antonio District - Existing Installation Owner Offices**

Installation Owner Name	Office Name	Status
AT&T - Fees	Construction (Const)	Active
AT&T - Fees	Construction Commission	Active
AT&T - Fees	Construction Maintenance	Active
AT&T - Fees	Engineering North	Active
AT&T - Fees	Installation & Repair (IR)	Active
AT&T - Fees	SA South SR - Walnut (SAS - SR - Walnut)	Active
AT&T - Fees	San Antonio (San Antonio)	Active
AT&T - Fees	San Antonio Const. Admin (SA CAC)	Active
AT&T - Fees	SAT Air Pressure (Air Pressure)	Active
AT&T - Fees	SAT Centralized Engineering (SCEMPS)	Active
AT&T - Fees	SAT Civic Engineering (CWE)	Active
AT&T - Fees	SAT Engineering South (S)	Active
AT&T - Fees	SAT North Cable Repair	Active
AT&T - Fees	SAT South East Cable Repair	Active
AT&T - Fees	Test Office	Active
Bandera Electric Coop., Inc	Bandera Office	Active
Bezar Met Water District (BMAWD)	Bezar Office (BMAWD MO)	Active
Canyon Lake Water Service Company (CLWSC)	CLWSC (CLWSC)	Active
Centerpoint Energy (CNP)	South Texas (STX)	Active
Comal Creek Municipal Authority (CCMA)	Administration	Active











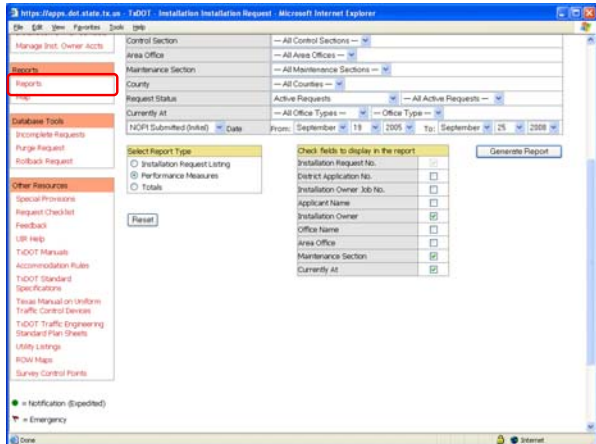
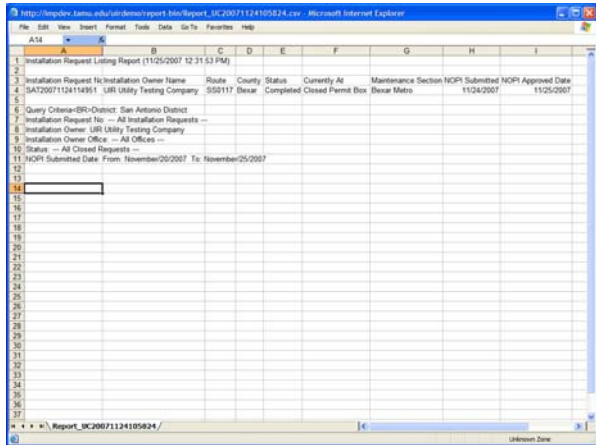
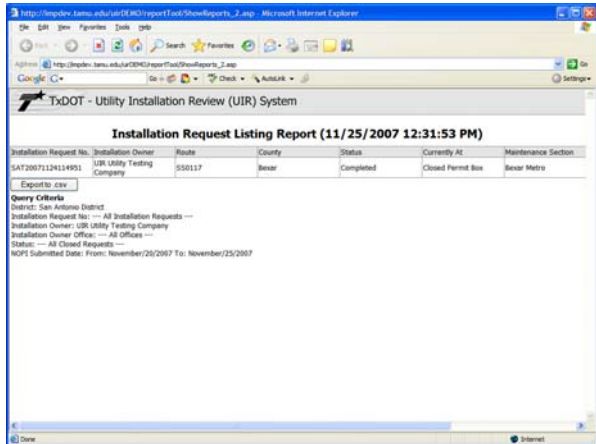












http://imgdev.sams.edu/uc/DEMO/reportTask/showReports\_2.asp - Microsoft Internet Explorer

TxDOT - Utility Installation Review (UIR) System

### Performance Measure Report (11/25/2007 12:41:13 PM)

Installation Request No.	Installation Owner	Maintenance Section	Currently Approved	Under Review TxDOT			Under Review Total			Days to Approve Request	Days to Installation	Days to Construction	Days to Final Construction	Completed
				Incomplete	Submittal	Under Review TxDOT	Incomplete	Submittal	Under Review Total					
SAT2007124114951	Utility Testing Company	Senior Mgmt Permit	Closed	0.8	0.1	0.9	0.0	0.9	0.9	0.0	0.0	0.0	0.0	0
				Count	0	1	1	0	1	1	0	1	1	0
				Average	0.8	0.1	0.9	0.0	0.9	0.9	0.0	0.0	0.0	0
				Max	0.8	0.1	0.9	0.0	0.9	0.9	0.0	0.0	0.0	0
				Standard Deviation	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0

Export to csv

**Query Criteria**  
 District: San Antonio District  
 Installation Request No.: -- All Installation Requests --  
 Installation Owner: UIR Utility Testing Company  
 Installation Owner Office: -- All Offices --  
 Status: -- All Closed Requests --  
 NCRF Submitted Date: From: November/25/2007 To: November/25/2007



http://apps.del.state.tx.us - TxDOT - Installation Installation Request - Microsoft Internet Explorer

Manage Inst. Owner Accts

Control Section: -- All Control Sections --

Area Office: -- All Area Offices --

Maintenance Section: -- All Maintenance Sections --

County: -- All Counties --

Request Status: Active Requests -- All Active Requests --

Currently At: -- All Office Types -- Office Type: 30

NCRF Submitted (Date) Cdate From: September 18 2005 To: September 25 2008

Generate Report

Select Report Type

Installation Request Listing

Performance Measures

Totals

Reset

Select Report Totals By

Installation Owner

Installation Owner User

Route

Control Section

Area Office

Maintenance Section

County

Installation Class

Left sidebar menu:  
 Reports  
 Database Tools  
 Incomplete Requests  
 Purge Request  
 Rollback Request  
 Other Resources  
 Special Provisions  
 Request Checklist  
 Feedback  
 UIR Help  
 TxDOT Manuals  
 Accommodation Rules  
 TxDOT Standard Specifications  
 Texas Manual on Uniform Traffic Control Devices  
 TxDOT Traffic Engineering Standard Plan Sheets  
 Utility Listings  
 ROW Maps  
 Survey Control Points

Legend:  
 ● = Notification (expedited)  
 ▼ = Emergency



http://imgdev.sams.edu/uc/DEMO/reportTask/showReports\_2.asp - Microsoft Internet Explorer

TxDOT - Utility Installation Review (UIR) System

### Totals Report (11/25/2007 12:48:04 PM)

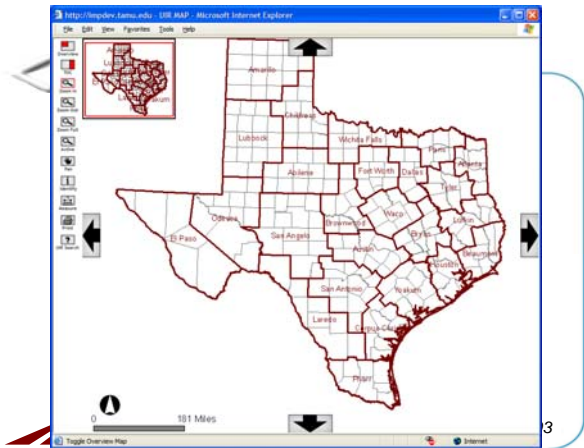
Installation Owner	Office	Total
UIR Utility Testing Company	San Antonio Office 1	1

Export to csv

**Query Criteria**  
 District: San Antonio District  
 Installation Request No.: -- All Installation Requests --  
 Installation Owner: UIR Utility Testing Company  
 Installation Owner Office: -- All Offices --  
 Status: -- All Closed Requests --  
 NCRF Submitted Date: From: November/25/2007 To: November/25/2007








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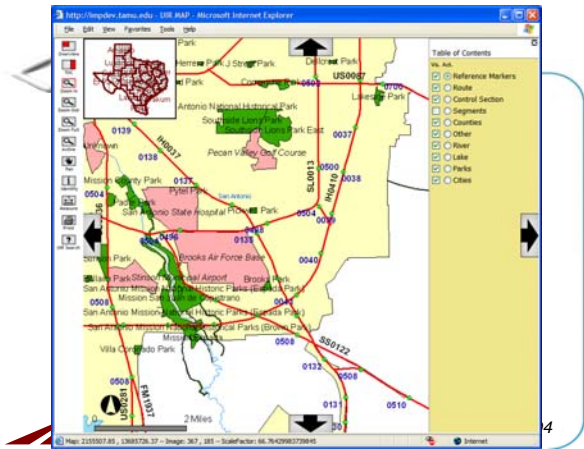
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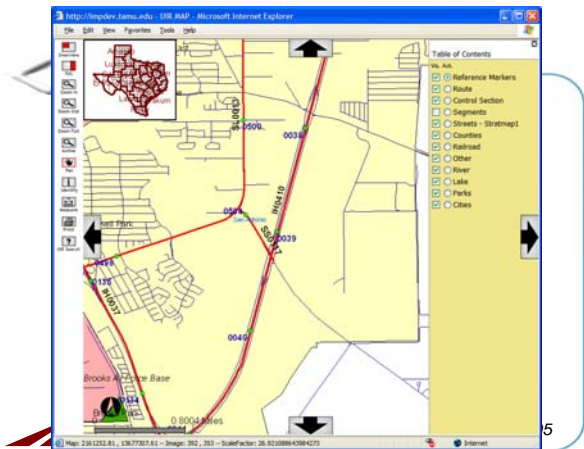
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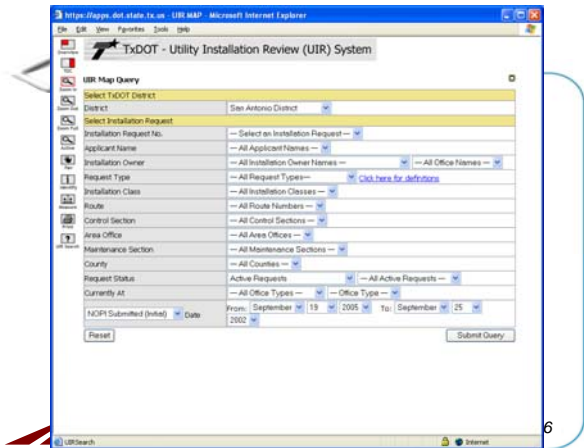
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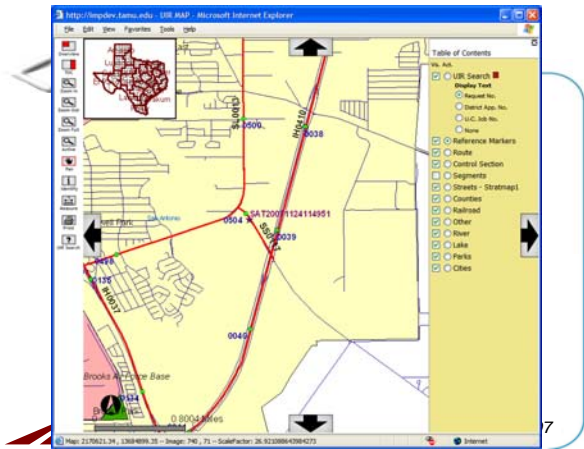
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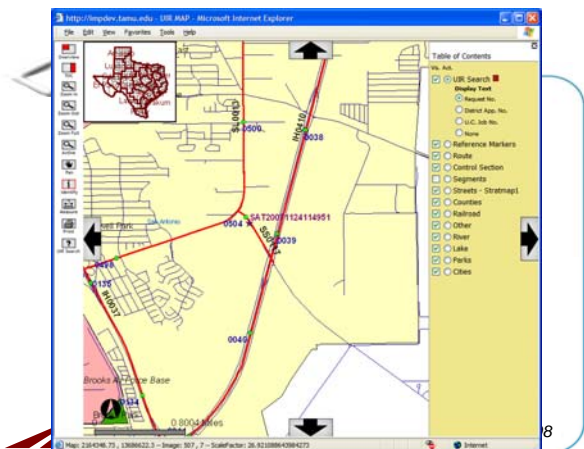
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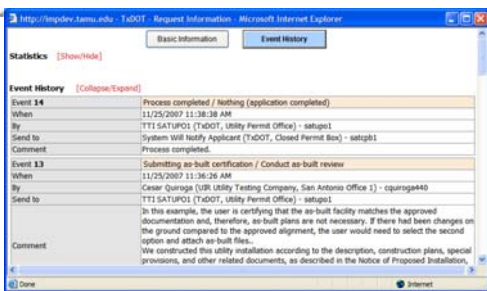
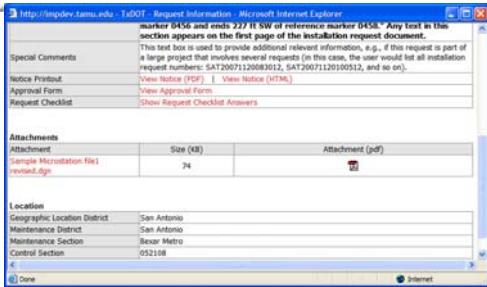
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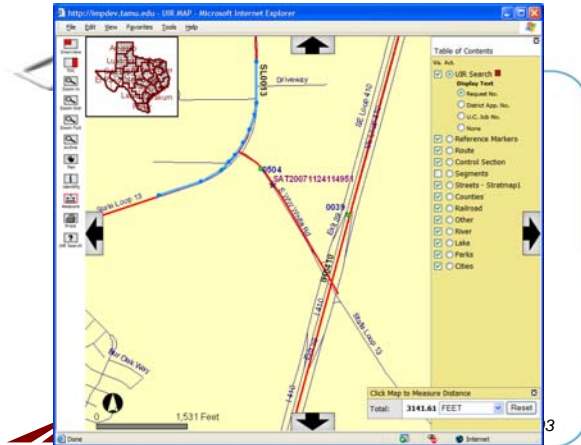
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Statistics [Show/Hide]

Event History [Collapse/Expand]

Status	Events	By	Office Name	Date
Completed	14. Process completed	TTI SATUP01	TxDOT, Utility Permit Office	11-25-2007
Post-construction	13. Submitting as-built certification	Cesar Quiroga	UR Utility Testing Company, San Antonio Office	11-25-2007
Post-construction	12. Construction completed	TTI SATUP01	TxDOT, Utility Permit Office	11-25-2007
Post-construction	11. Construction completed	TTI SATMS1	TxDOT, Bear Metro Maintenance Section	11-25-2007
Construction	10. Ready to start construction	Cesar Quiroga	UR Utility Testing Company, San Antonio Office	11-25-2007
Pre-construction	9. Request approved	TTI SATUP01	TxDOT, District Maintenance Office	11-25-2007
Under review	8. Review completed	TTI SATUP01	TxDOT, Utility Permit Office	11-25-2007
Under review	7. Review completed	TTI SATAG1	TxDOT, Bear Metro Area Office	11-25-2007
Under review	6. Review completed	TTI SATMS1	TxDOT, Bear Metro Maintenance Section	11-25-2007
Under review	5. Review completed	TTI SATAG1	TxDOT, Bear Metro Area Office	11-25-2007



TxDOT - Utility Installation Review (UIR) System

Home | Logged in as TTI SATNPO1 (satnpo1) | Logout

San Antonio District - New Incomplete Requests (2) [Hide/Show]

Installation Request No.	Installation Owner Name	Office Name	Applicant Name	Event Time	Delete
SAT2007120152436	UIR Demonstration	UIR Demonstration Office 1	UIR Demonstration4	11/20/2007 10:43:36 PM	
SAT200712409252	UIR TTI Testing	San Antonio Office 1	TTI SAT1	11/24/2007 9:02:52 AM	

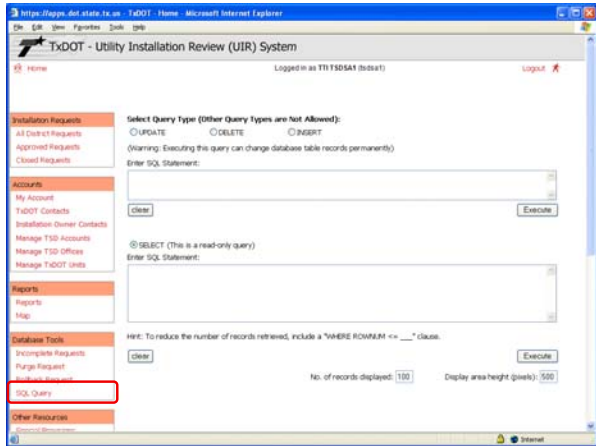
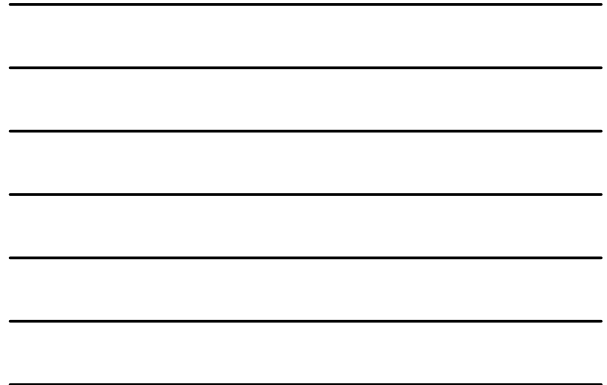
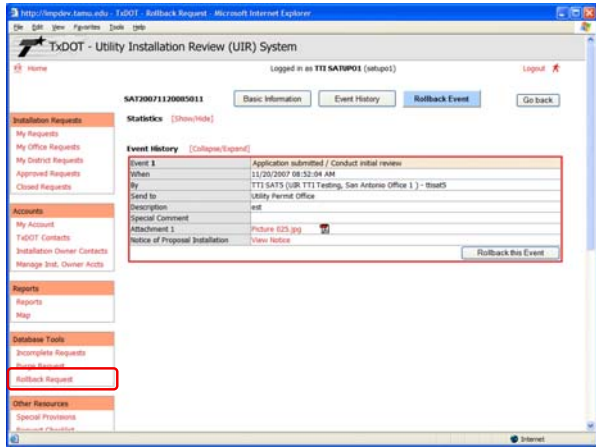
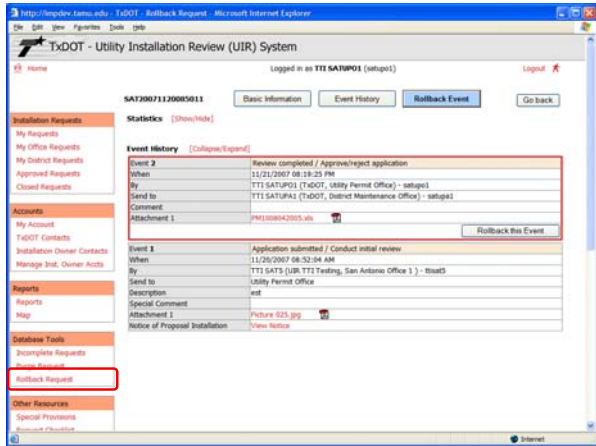
Clicking "Y" permanently deletes an incomplete request from the database. This operation is irreversible.

San Antonio District - Incomplete Responses to TxDOT (0) [Hide/Show]

- Incomplete Requests**
- Force Request
- Rollback Request





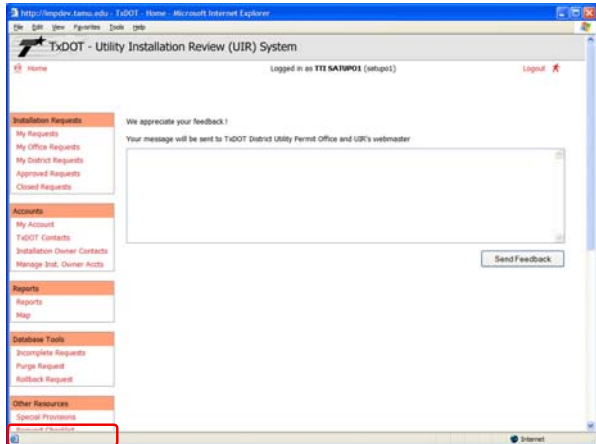













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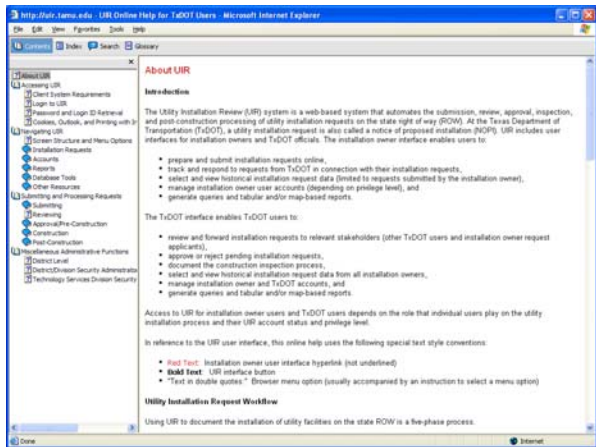
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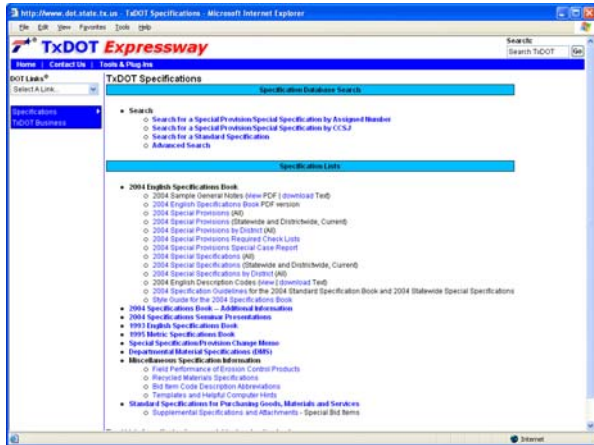
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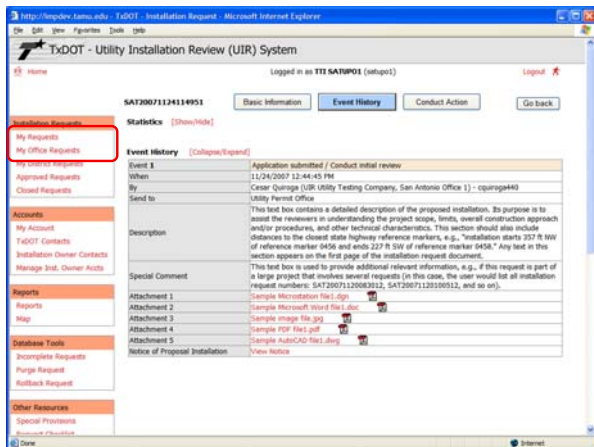
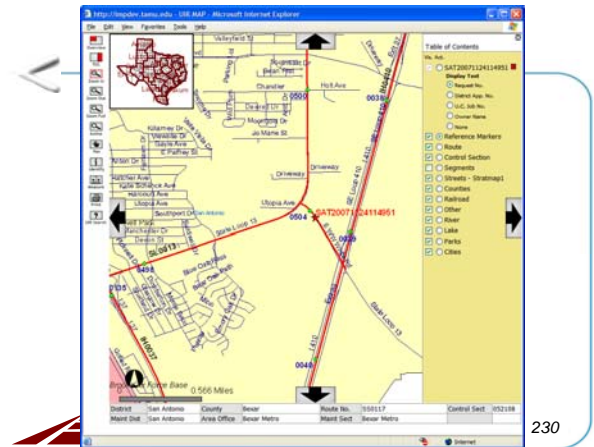
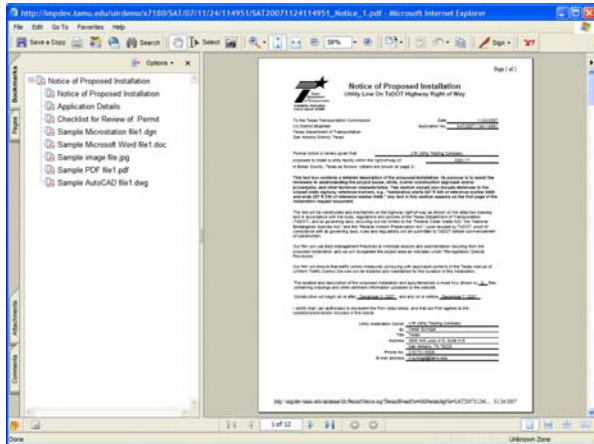
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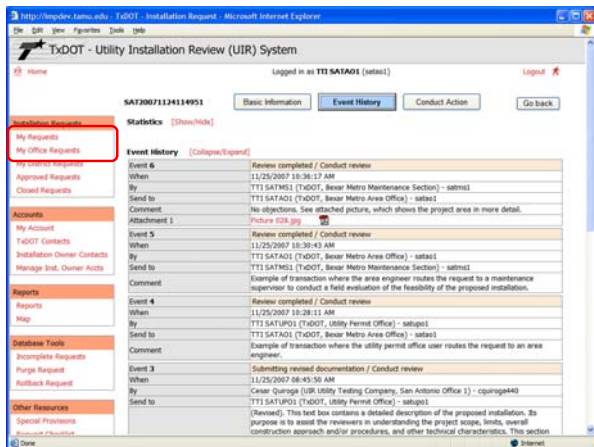
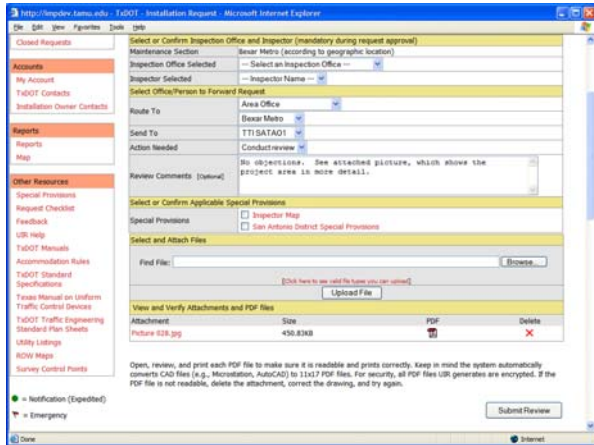
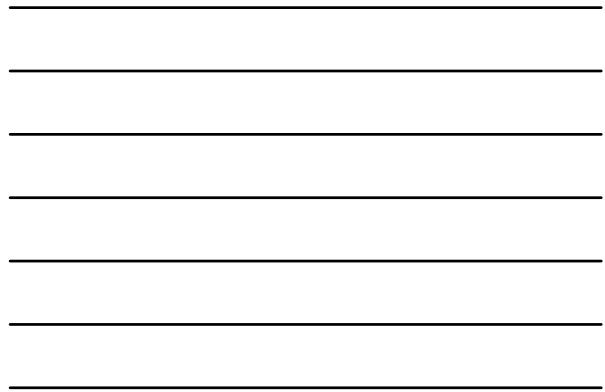
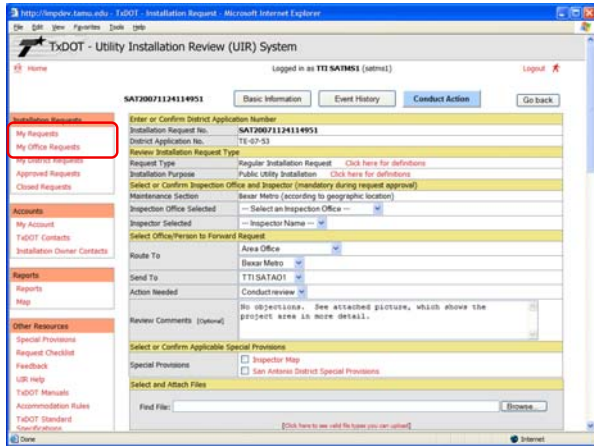












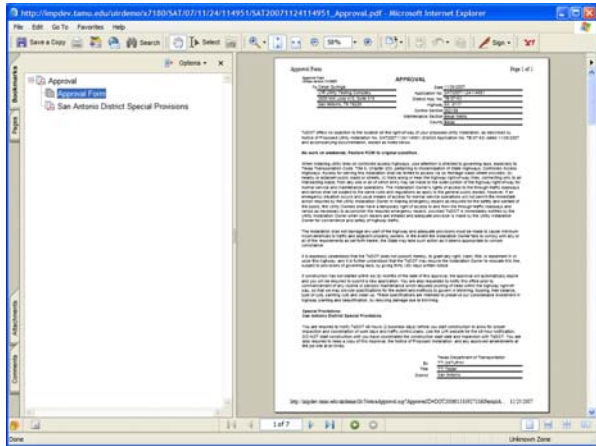












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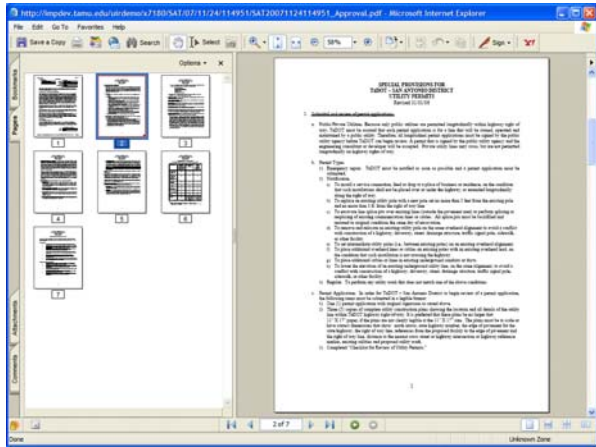
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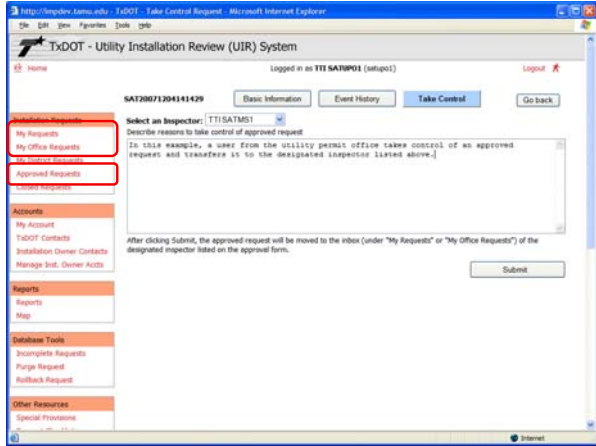
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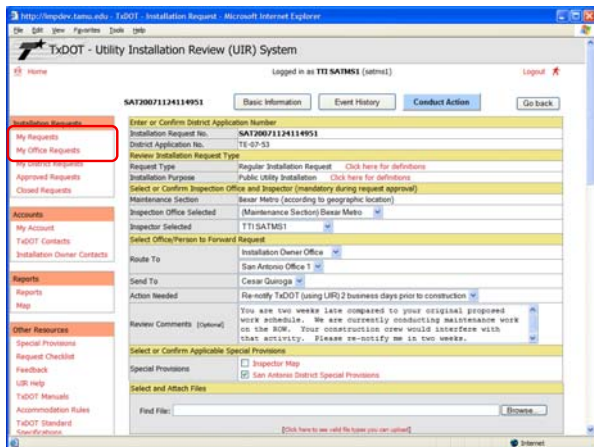
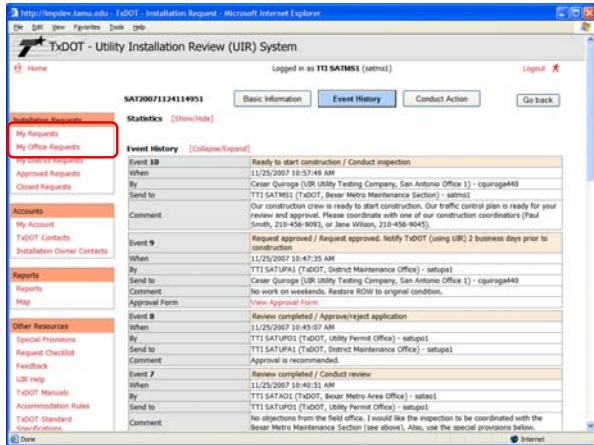
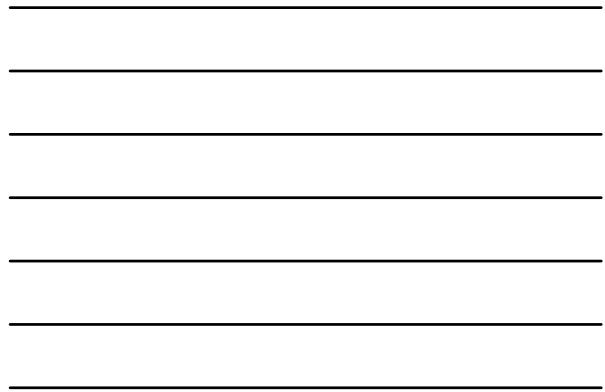
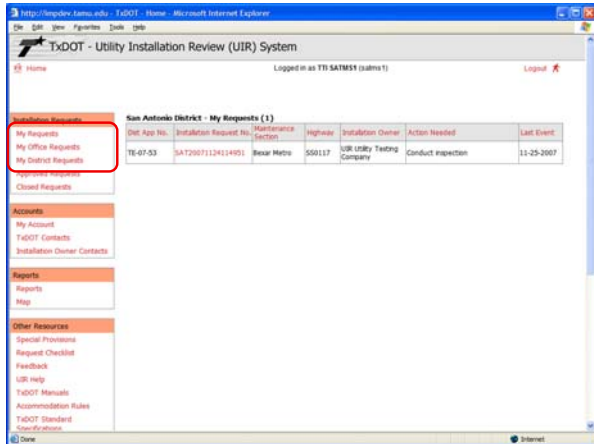
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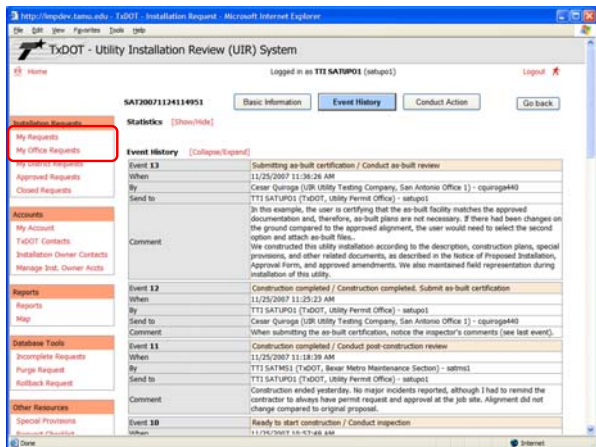
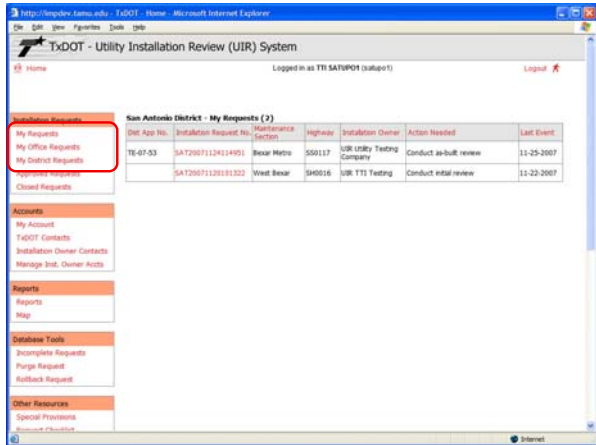
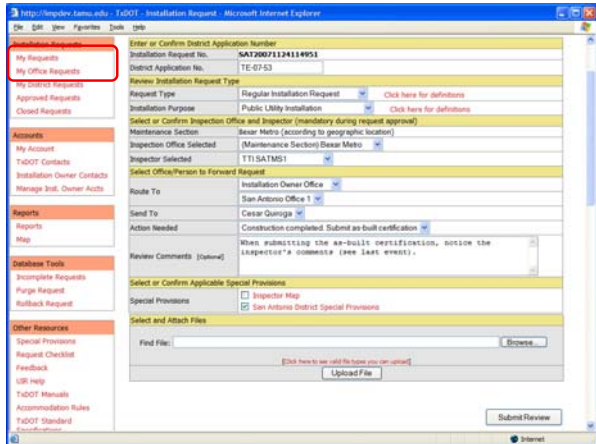
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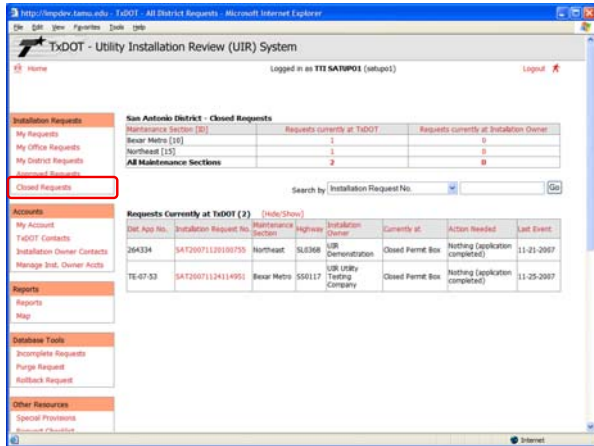
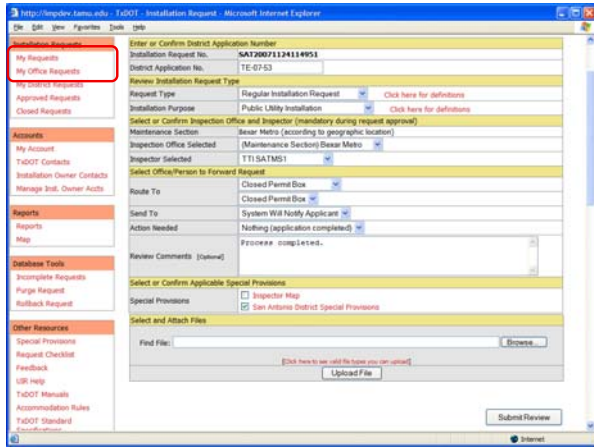
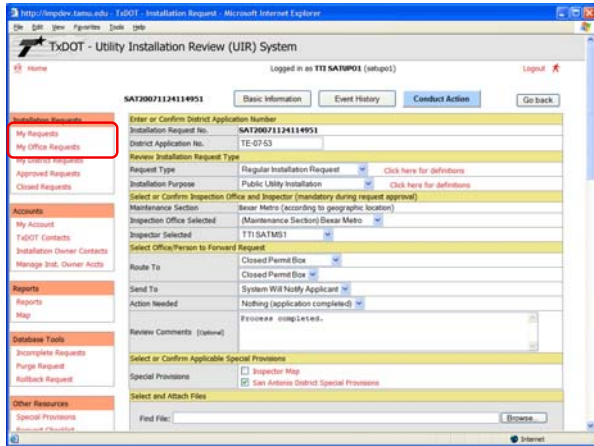












http://myviewer.sams.edu / TxDOT - Rollback Request - Microsoft Internet Explorer

TxDOT - Utility Installation Review (UIR) System

Home | Logged in as TTI SATUP01 (satup01) | Logout

SAT2007124114951 | Basic Information | **Event History** | Rollback Event | Go back

**Statistics** [Show/Hide]

**Event History** [Collapse/Expand]

Status	Events	By	Office Name	Date
Completed	14. Process completed	TTI SATUP01	TxDOT, Utility Permit Office	11-25-2007
Post-construction	13. Submitting as-built certification	Cesar Quiroga	UIR Utility Testing Company, San Antonio Office	11-25-2007
Post-construction	12. Construction completed	TTI SATUP01	TxDOT, Utility Permit Office	11-25-2007
Post-construction	11. Construction completed	TTI SATM01	TxDOT, Beasor Metro Maintenance Section	11-25-2007
Construction	10. Ready to start construction	Cesar Quiroga	UIR Utility Testing Company, San Antonio Office	11-25-2007
Pre-construction	9. Request approved	TTI SATUPA1	TxDOT, District Maintenance Office	11-25-2007
Under review	8. Review completed	TTI SATUP01	TxDOT, Utility Permit Office	11-25-2007
Under review	7. Review completed	TTI SATAD1	TxDOT, Beasor Metro Area Office	11-25-2007
Under review	6. Review completed	TTI SATM01	TxDOT, Beasor Metro Maintenance Section	11-25-2007
Under review	5. Review completed	TTI SATAD1	TxDOT, Beasor Metro Area Office	11-25-2007
Under review	4. Review completed	TTI SATUP01	TxDOT, Utility Permit Office	11-25-2007
Under review	3. Submitting revised documentation	Cesar Quiroga	UIR Utility Testing Company, San Antonio Office	11-25-2007
Under review	2. Review partially completed	TTI SATUP01	TxDOT, Utility Permit Office	11-25-2007
Submitted	1. Application submitted	Cesar Quiroga	UIR Utility Testing Company, San Antonio Office	11-24-2007

**Installation Requests**

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- My Office Requests
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- Rollback Request

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- Special Provisions
- Request Checklist



