Abbreviations & Terminology:
Item Prefix = First 4 digits of item number (**2203**-XXXX)
Item Suffix = Last 4 digits of item number (XXXX-**0001**)
Pub. 408 = PennDOT Publication 408
CS = Commission Specification
SP = Special Provision
SSP = Standard Special Provision

START

Does CS Section Exist?

Is there any reason to not use CS Section? — YES / NO

Is work within PTC Right of Way? — YES / NO

Does CS need to be modified by SP? — NO / YES

Does SSP Exist? — YES / NO

Does SSP need to be modified? — NO / YES

Can work be easily tied to a Pub. 408 Section? — NO / YES

Does Pub. 408 Section need to be modified by SP? — NO / YES

2XXX-XXXX
- First digit of Item Prefix is always "2"
- Last three digits of Item Prefix matches applicable CS Section (ie. 2203 for Section 203 or 2005 for Section 1005)
- Item Suffix comes from PTC Master Item List or a new one can be created
- Reference Column on Bid Item Summary Sheet is "CS"

2XXX-XXXX
- Item Number or direction for creating Item Number is always given in SSP file
- First digit of Item Prefix is either "2" or "4", but directions in SSP file should be consulted
- Item Suffix comes from PTC Master Item List or a new one can be created (ie. If there are multiple Temporary Shoring Items)
- Reference Column on Bid Item Summary Sheet is "SP"

4XXX-XXXX
- First digit of Item Prefix is always "4"
- Last three digits of Item Prefix matches applicable CS Section (ie. 4203 for Section 203 or 4005 for Section 1005)
- Item Suffix comes from PTC Master Item List or a new one can be created
- Reference Column on Bid Item Summary Sheet is "SP"

4XXX-XXXX
- Utilize Item Number specified in SSP and included in PTC Master Item List
- First digit of Item Prefix is changed to "4"
- Item Suffix comes from PTC Master Item List or a new one can be created (ie. If there are multiple Temporary Shoring Items)
- Reference Column on Bid Item Summary Sheet is "SP"
- Remove date from SSP in Spec Book

0XXX-XXXX or 1XXX-XXXX
- Item Prefix is always the same as the number of the Pub. 408 Section with a "0" or "1" as the first digit
- Item Prefix and Suffix come from PennDOT Master Item List
- Reference Column on Bid Item Summary Sheet is "408"

3XXX-XXXX
- First digit of Item Prefix is always "3"
- Last three digits of Item Prefix matches applicable Pub. 408 Section (ie. 3910 for Section 910 or 3002 for Section 1002)
- Item Suffix comes from PennDOT Master Item List or a new can be created
- Reference Column on Bid Item Summary Sheet is "SP"

4000-XXXX
- Item Prefix is "4000"
- Item Suffix can be anything (generally is 0001, 0002, etc.)
- Reference Column on Bid Item Summary Sheet is "SP"

PENNA TURN PIKE

Reference: Section 18.2 of Design Consistency Guidelines