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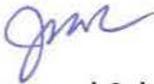
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Inter-Office Memorandum

Date: September 4, 2012

To: Design Teams

From: Roadway Design Division Engineer
John Reese 

Subject: 1st Order Plans and Color Plan/Profile Sheets

Listed below are some required changes to Construction Plans. This is effective for all future Final Construction Plan submittals (1st Order, 1st Order revisions, 2nd Order revisions, addendums, etc.).

1. Construction plans & revisions.

- a) All future submittals of Construction Plans and/or revisions shall be in PDF format.
- b) The PDF format is the same as documented in the current scopes of work & CADD manual. (Minimum 400 DPI, Layers off, 22"x34.6"(RWD), to scale, etc.)
- c) ½ scale Hard Copies are required for review purposes in lieu of submitting full scale hard copies.
- d) Any sheets requiring seals/signatures, will need to be signed, scanned, & then inserted in the PDF's. Image size of these scanned images shouldn't be over 23"x36". MDOT will look at Electronic Signature options in the near future.
- e) Other Division's plans (i.e. Traffic, ITS, Lighting.), excluding Bridge plans, will be inserted by the Roadway Designer into the "Final Plans" PDF. Bridge Plans are discussed more in depth below. PDF instructions for inserting, replacing, etc. sheets in Adobe can be found at GOMDOT -> Divisions > Roadway Design -> CADD Info -> [Other Help Documents](#).
- f) Below is an example of filenames and files to be submitted. As is the case now, Cross Sections will reside in a separate PDF file.



100078-301000-2012-08-10-Bridge.PDF
100078-301000-2012-08-10-FinalPlans.PDF
100078-301000-2012-08-10-FinalXS.PDF
100078-301000-2012-08-10-Standards.PDF

- g) Each revision/addendum requires 2 documents be submitted, one with only revisions, and the other with the most current Final plans.
100078-301000-2010-09-22-FinalPlans-REV.PDF
100078-301000-2010-09-22-FinalPlans.PDF
- h) RWD Designers/Section Engineers will submit 1st Order, 1st Order Revisions, etc. Print Requests through PrintDOT for any future Construction Plan PDF submittals. Full sets of plans developed entirely by other Divisions (no Roadway involvement), will need to be routed to RWD Section Engineers to process the Print Requests.

2. Bridge Plans:

Bridge Index, Bridge Summary of Quantity, & Estimated Quantity Sheets will no longer be inserted in the Roadway plans. They will be included at the beginning of the Bridge Sheets (Sheets 8001-9000). This supersedes the Design Memo dated 5-31-2012 with "Revised Construction Plan Numbering System".

3. Standard Drawings: Will now be submitted by Designers as described below.

- a) An "Active" PDF of the Roadway Standards is available at: GOMDOT -> DIVISIONS -> ROADWAY DESIGN -> STANDARD DRAWINGS
(<http://sp.gomdot.com/Roadway%20Design/Pages/Standard-Drawings.aspx>)
- b) Submit an edited version of this PDF file along with the 1st Order plans and delete the Standards that are not needed for the given project. Also, Add any Bridge (Box Culvert) standards as needed to this file.

4. Color Plan & Profiles

- a) In an effort to make Plan & Profile Sheets more legible, color Plan & Profile sheets are now required for all future printing/PDF's whether Phase "A" or "B". The steps to accomplish color plans are described below and will be added to the CADD Manual in the near future.
- b) The following general note should be added to Final Construction Plans.
IF COLORS ARE USED ON PLAN/PROFILE SHEETS, THEY ARE INTENDED TO VISUALLY EASE THE LOCATION OF ELEMENTS FOR USERS OF THESE DRAWINGS. ALTHOUGH THE INTENT IS TO CATEGORIZE EVERYTHING AS EITHER EXISTING OR PROPOSED, IT IS THE END USER'S RESPONSIBILITY TO ENSURE ALL ELEMENTS ARE INTERPRETED CORRECTLY REGARDLESS OF COLOR.

Overview of creating color plan & profiles sheets:

RWD's Color Pen Table (RwdPdf_Color.tbl or RwdPdf_Color_Final.tbl), as described in the 4-1-2011 RWD CADD update, should be used to establish the colors used for Plan & Profile Sheets. In other words, choose the printer & settings file you normally do but add the Pen Table rwdpdf_color.tbl or RwdPdf_Color_Final.tbl to Plan & Profile Sheets. The Pen table establishes different colors based on levels for the following elements in the resulting prints:

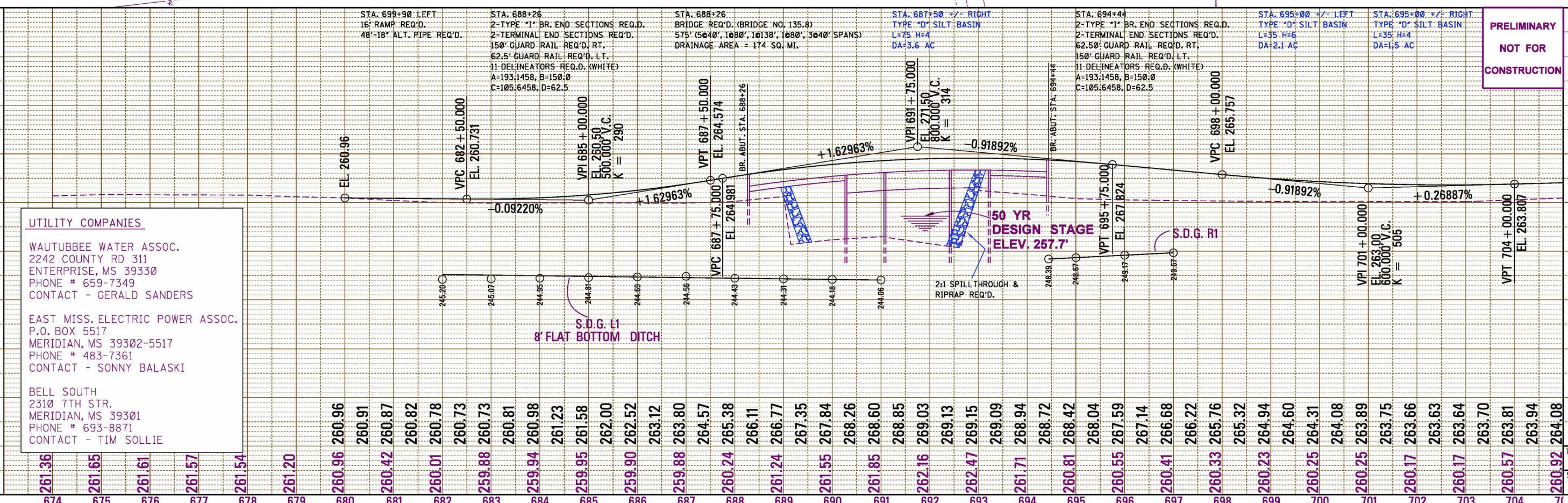
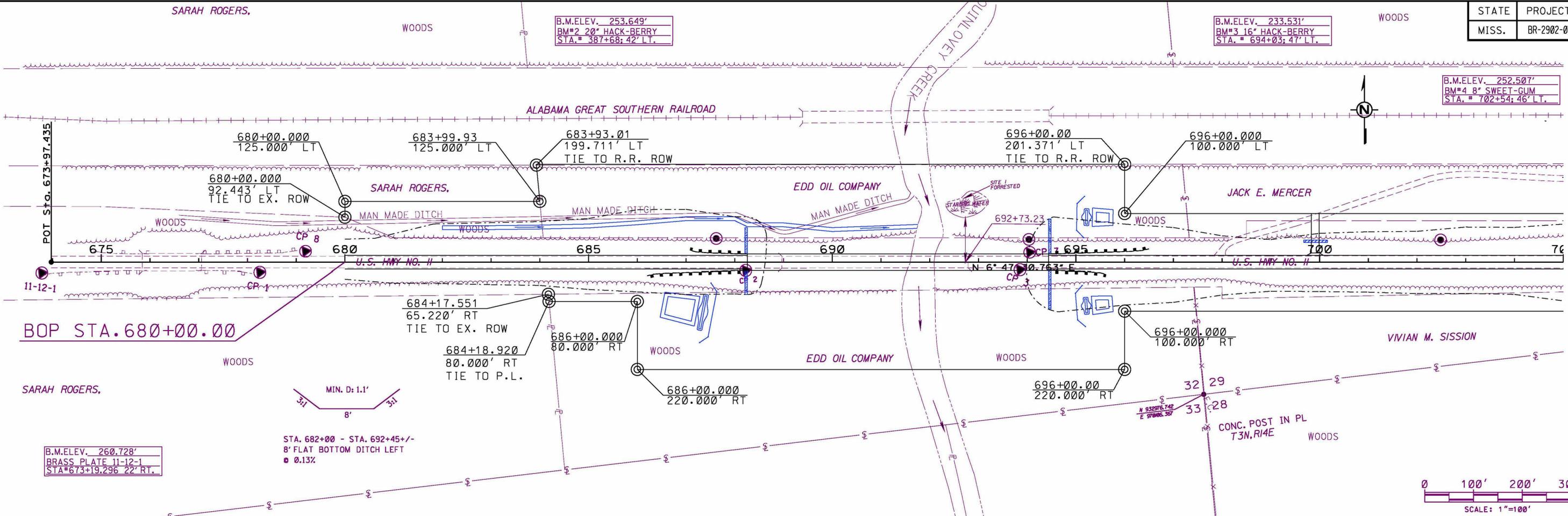
Proposed Elements
Proposed Hydraulic Elements
Existing Elements
Profile Grid

Notes:

1. Elements will need to be on correct levels.
2. All other sheets including Erosion Control Sheets shall be black & white with the optional exception of special design sheets as described below.
3. Colors are allowed on any special design sheets where the designer thinks color will aid in clarity (i.e. Traffic Control). Any Special Design Sheets where color is used shall follow the Plan & Profile sheets in the plans (Group all color sheets together) and should have a legend explaining the difference in the colors. Only darker colors should be used on these Special Design Sheets and red and green cannot be used.
4. ROW revisions for plans in which Final ROW has already been printed should remain black & white.

If there are any questions, please advise.

pc: Assistant Chief Engineer - Pre-Construction (Mood)
Roadway Design Division Engineer (Reese)
Assistant Roadway Design Division Engineer (Pittman)
Roadway Design Section Engineers
Quality Control Engineer (Sutterfield)
CADD Engineer (Boteler)
Active Consultants
District Engineers
Bridge Division (Altobelli & Walker)
Planning Division (Ely)
Traffic Engineering Division (J. Sullivan)
Materials Division- Geotechnical Branch (Ferguson)
General Services Division (Wells)
LPA Division



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 ROADWAY DESIGN DIVISION
 MISSISSIPPI DEPARTMENT OF TRANSPORTATION