



City of Duluth, Minnesota

**REQUEST FOR PROPOSALS
for
Design Services For
2026 Street Preservation Project
(Gary New Duluth, Duluth Heights, Chester Park, UMD)**

RFP NUMBER 25-99478

Issued May 2, 2025

Project No.: 2092

Proposals Due: May 23, 2025 at 3:00 PM, Central Time

PROJECT OVERVIEW AND BACKGROUND

The City of Duluth is interested in retaining a consultant to provide professional services from design thru bidding for the 2026 Gary-New Duluth, Duluth Heights, Kenwood, Chester Park-UMD Street Preservation Project, Project #2092. If construction engineering services are required, then the additional work will be contracted by amendment. See map attached as Appendix B.

Project	Year	Neighborhood	Street Segment	Mileage	Treatment
2092	2026	Gary-New Duluth	Gary Street, TH23 to Becks Rd	1.14	Reclaim
2092	2026	Gary-New Duluth	W Dickson St, from TH23 to westerly dead end past 108th Ave W	0.51	Reclaim
2092	2026	Gary-new Duluth	Hudson Bl, Commonwealth to Herman Ave	0.18	Mill & Overlay
2092	2026	Duluth Heights	Chambersburg Ave, from Anderson Rd to dead end north	0.4	Reclaim
2092	2026	Kenwood	E 13th St from 7th AE to Skyline Parkway	0.07	Mill & Overlay
2092	2026	Kenwood	Fern Ave, High Street to Kelly St	0.38	Mill & Overlay
2092	2026	Kenwood	Martha St, Fern to 7th Ave E	0.06	Mill & Overlay
2092	2026	Kenwood	Howtz St, from Fern Ave to Cliff Ave	0.13	Mill & Overlay
2092	2026	Kenwood	Cliff Ave, from Howtz St to Hawkins St	0.06	Mill & Overlay
2092	2026	Kenwood	Hawkins St, from Cliff Ave to Fern Ave	0.12	Mill & Overlay
2092	2026	Kenwood	Boulevard Pl, from High St to Plum St	0.22	Mill & Overlay
2092	2026	Chester Park-UMD	E Elizabeth Street, Woodland Ave to cul de sac	0.17	Mill & Overlay
				3.44	

- Street construction work may include, but is not limited to: material removal, reclamation, milling, bituminous paving, storm water drainage improvements, ditching, complete or partial curb and gutter replacement, replace and improve all pedestrian ramps, complete or partial sidewalk replacement, turf establishment in all disturbed areas, and striping if present at this time – verify striping plans with City Traffic Engineer.

The project will be funded through City of Duluth Sales Tax Funding, levy funds, and storm water funds (all local funds).

The City of Duluth will provide the following:

- All available street and utility drawings from previous projects.
- Aerial photography and utility layers in ESRI shape files from the cities GIS system.
- Typical plan sheets (.pdf and CAD) from the previous Street Preservation Projects (attached). To provide sample plan layout and sheet formatting and text styles. City will also provide current PIN tables to setup CAD drawings.
- Assistance in obtaining other related information in City files pertaining to the project if needed, such as typical sections.
- List of known monuments on project to be preserved.
- List of known lead services, including which will be replaced by the city and those that will have restoration included in the drawings.

- City will provide a boring report for all streets.
- City will provide televising of appropriate pipes along with a pipe report for each televised pipe.

GENERAL PROJECT SCOPE

Consulting Engineering Services are expected to include all work necessary to provide final design including preliminary survey, plans and specifications, and bidding services.

All work shall be performed in accordance with the most recent version of the City Standard Construction Specifications and the Engineering Guidelines (available on the City of Duluth website), as well as current MNDOT specifications. Note that the city will be updating our construction specifications in 2025. The bid documents will need to incorporate this updated version.

SCOPE OF SERVICES

1. Initial Site Visit and Consultations

- The Consultant shall meet with City of Duluth representatives to review project scope and complexity, design criteria, related requirements, view existing conditions, gather data from the City engineering files and previously prepared reports. Additional consultations shall, where necessary, clarify the technical requirements and objectives of the contract and may be in the form of letters, emails and/or telephone conversations.
- The Consultant shall provide documentation of meetings and data provided.
- The Consultant shall ascertain the applicability of information provided, review data for completeness, and notify the City of any additional data required. It shall be the responsibility of the Consultant to determine, by site inspection procedures, the reliability of all the existing topographic survey. If information is found to be missing, the City will determine if this information should be collected as additional work.
- Consultant will need to prepare preliminary plan sheets to be used for site/street visits.

2. Public Participation

The Consultant should plan on one in-person meeting and one virtual meeting to be coordinated with the City Transportation planner, to communicate the project with residents.

3. Reconnaissance, Field Surveys & Geotechnical Exploration

- The Consultant shall perform survey as necessary for driveways, curbs, road and drainage work, including all manhole and valve locations. Consultant will also collect all survey information of existing ditches and yard slopes as needed for proposed sidewalks and ADA ramps including any retaining walls or v-curb needed and include in construction plans. The Consultant shall determine treatment for all monuments and their boxes that are disturbed

with the project. Coordinate monument treatments with Project Engineer and City Surveyor and include in plan set.

- b. Review project sites (all Streets Listed) for physical conditions or lack of infrastructure that contribute to poor drainage and drainage issues such as sump pump discharges, natural seeps, etc., where they exist. Work will be included in these plans to improve drainage. Coordinate any proposed storm water improvements with the city storm water engineer, Tom Johnson or Nathan Bruno. The consultant shall assume that selective catch basin adjustment, repairs and replacements will be required on all streets and shall allocate design effort to include such work in the Plans. Similarly, the consultant is responsible for reviewing the sites identified for reclamation in the preparation of their proposal and shall assume that existing storm pipes / trenches that show evidence of settling or heaving will require replacement and/or subgrade treatments as part of the project design. Other known storm sewer issues to be addressed by the consultant's design and provided in the consultant's design proposal include:
 - 1. Driveways with bituminous in the concrete gutter section, settled or damaged curb and aprons that affect drainage shall not be perpetuated. New aprons shall be designed and included in the scope of the project. Where driveways are steeper, survey and design are required to prevent bottoming out of vehicles.
 - 2. Locations for water quality structures shall be identified and reviewed for effectiveness within the sewer shed.
- c. The pedestrian ramps will be improved to meet current ADA standards where sidewalks currently exist. The Consultant will be required to complete preliminary design for the curb ramps, with approval of the ramp type prior to final design by the project engineer. If the proposed ramp won't meet ADA standards, the Consultant shall submit to the city an ADA Compliance Checklist for that site in PDF format.
- d. The Consultant shall be responsible for all permit applications that may be required of the City.
- e. The City will provide all necessary geotechnical exploration. The consultant for this proposal shall review, provide recommendations and coordinate with Project Engineer to determine/verify the existing section on all the streets.
- f. The construction type noted for each street segment provides initial guidance to the consultant on the project scope. However, this can be modified with new information, different construction techniques, budget constraints and approval of City Project Manager.
- g. The City will arrange for televising all the storm water pipes under a separate contract. The consultant shall coordinate with the televising consultant to obtain all the video and inspection reports for the City. The consultant shall review all the information from televising consultant including the provided "Storm Video Inspection and Storm/Sanitary structures Assessment Report" that will include high resolution video logs and .pdf reports of each structure. The consultant shall provide all pipe/structure reports, repair and/or replacement recommendations, as appropriate to be included on plan.

- h. The consultant shall include physical inspection of the all the storm structures (catch basins and manholes) and all the sanitary manholes on all of the roadway segments and provide all manhole/structure reports, repair and/or replacement recommendations, as appropriate to be included on plan.
- i. Pipe and structure inspections and defect and feature coding by any consultants shall be in accordance with NASSCO MACP / PACP Level 1 standards. The inspection and recommendations with all forms, reports, photos, exhibits, diagrams, required viewer software, etc. shall be provided with the 30% plan review submittal so repairs and replacements can be assessed and incorporated in the project design to meet the City's overall project schedule.
- j. All traffic control plans shall be reviewed and approved by the City Traffic Engineer.

4. Preliminary Design Recommendations and Costs

- a. The Consultant shall analyze all appropriate data, and prepare recommendations and a **preliminary construction cost estimate broken down per street prior to preparing plans and specifications.**
- b. The consultant shall work with City staff to provide design and cost alternatives to assist the City in meeting the City's desired objectives and budget constraints.
- c. Once the recommendations and cost estimate is prepared, meet with the project engineer to confirm direction.
- d. Full design can commence following that meeting.

5. Plans and Specifications

- a. The consultant shall prepare construction drawings. These drawings shall include all details, plans and specifications necessary for work as required by City. On past similar locally funded projects, an aerial photo of the project site with the work depicted on that aerial photo is sufficient for bidding. An SEQ with each project site in its own column will be necessary. This will allow a contingency if bids come in over budget and scope must be decreased. Note: The title sheet with the streets listed shall be in this order- Overlays, Mill and Overlays, and Reclaims. In each heading the streets shall be listed east to west. The SEQ shall list the streets in the same order. The Cost Estimates shall be in the same order and match the SEQ layout. See sample plan or examples provided by City.
- b. 30%, 60% and 95% plan review submittal requirements will follow the provided MnDOT review checklists attached in Appendix C.
- c. The specification preparation shall also include appropriate sections for bidding, bonding, agreements, general and special provisions, and other appropriate contract provisions as well. These sections shall be developed in accordance with the City standards, which shall be made available to the consultant.
- d. The drawings shall include all necessary site maps, plans, elevations, sections, details, drainage profiles, and notes as needed or necessary to adequately show, explain or

describe all features of the project. A full example plan set can be provided to interested consultants.

- e. The contract drawing sequence shall follow the standard City of Duluth format.

6. Cost Estimate

A preliminary cost estimate (broken down by street in Excel and .pdf) is required prior to preparing plans and specifications (Section 4 above) and is due August 8, 2025. Each plan review submittal also requires an updated cost estimate, for a total of five (5) submittals. The city will provide an example to consultant. Following the completion of the plans and specifications a quantity takeoff and a detailed itemized construction cost estimate (Estimate #4) for each individual segment of the project shall be provided. Cost Estimate #5 shall also be detailed and itemized and shall include any redlines or revisions by City.

7. Project Bidding

Upon completion of plans and specifications, the consultant shall provide all documents and services to provide for bidding and award for construction. The bid form shall be provided in CSV format without any extra or empty spaces between cells. The MnDOT item number, with the corresponding description, units and quantities provided in their own columns in capital letters, in numerical order. The consultant shall answer any questions brought up during bidding and attend a pre-bid conference. This design phase shall be considered complete upon award of the project following bidding.

PROJECT COMPLETION DATES

May 2, 2025	RFP Issued
May 23, 2025	Proposals Due
May 30, 2025	Selection of Consultant-Resolution Due
June 9, 2025	Council Approval to Award Contract
June 13, 2025	Notice to Proceed
August 8, 2025	Prelim Cost Est #1 and meeting
August 29, 2025	30% Plan review and Cost Est #2
October 30, 2025	60% Plan Review and Cost Est #3
December 12, 2025	95% Plan review and Cost Est #4
January 30, 2026	Final Plan, Specification, Cost Estimate #5 and SWPPP to City
February 13, 2026	Advertise for bids
March 10, 2026	Receive bids

QUALIFICATION PROPOSAL CONTENTS

The proposal shall be submitted in the following format broken into the 5 sections identified below. The proposal shall be limited to 10 pages plus a cover letter (The page limit includes all resumes. Proposals that exceed this limit will not be reviewed. Dividers and covers are not included in the

page limitation). No costs shall be included in the qualification proposal. The proposal format shall be as follows:

1. Goals and Objectives

A restatement of the goals and objectives and the project tasks to demonstrate the responder's view and understanding of the project.

2. Knowledge, Experience, and Personnel

An outline of the responder's background and experience with similar projects. Project descriptions shall include a list key staff and their role. Include a description of the firm's knowledge of City of Duluth street and utility standards. Within the experience, the consultant should demonstrate and provide proof of competency in the following areas:

- Road Design and Construction, including knowledge of reclamation and milling projects
- Planning for effective Public Participation
- Cost estimating and cost control
- Project management experience and dealing effectively with residents
- Erosion/Stormwater management for design of SWPPP for the project

Identify personnel to conduct the project and detail their training, certifications and licenses, and work experience. Identify how personnel proposed for this project were involved with the projects listed as experience. Identify a professional engineer registered in the State of Minnesota who will oversee the overall project. No change in personnel assigned to the project will be permitted without approval of the City.

3. Work Plan

Include a detailed work plan identifying the work tasks to be accomplished and the budget hours to be expended on each task and subtask for roadway design. The work plan shall be in spreadsheet format and shall list each task and the number of hours for each staff person on that task. The work plan shall also identify the deliverables at key milestones in the project as well as any other services to be provided by the City. Do NOT include any costs in the work plan.

4. Work Schedule

An anticipated work schedule shall also be provided. The work schedule shall identify all key milestone dates.

5. References

A listing of names, addresses and telephone numbers of at least three (3) references for whom the respondent has performed similar street and utility construction services.

COST PROPOSAL CONTENTS

The consultant must include a not-to-exceed total project cost, as well as subtotals for design services and bidding and any sub consultant fees. The cost proposal shall include all of the following:

- A cover/transmittal letter

- A breakdown of the hours by task for each employee. This shall be in the same format as the work plan in the Qualifications proposal with the addition of costs.
- Hourly rates for each specific employee proposed. (not general rates by category)
- Identification of anticipated direct expenses and rates for miscellaneous charges such as mileage and copies.
- Identification of any assumption made while developing this cost proposal.
- Identification of any cost information related to additional services or tasks. Include this in the cost proposal, but identify it as additional costs and do not make it part of the total project cost.
- The Consultant must have the cost proposal/cover letter/transmittal signed in ink by an authorized member of the firm.
- The consultant must not include any cost information within the body of the RFP qualification proposal response.

SELECTION

The proposals will be reviewed by City Staff. The intent of the selection process is to review proposals and make an award based upon qualifications as described herein. A 100-point scale will be used to create the final evaluation recommendations. The factors and weighting on which proposals will be judged are:

	Item	Percent
1	Goals and Objectives	10%
2	Knowledge, Experience, and Personnel	20%
3	Work Plan	20%
4	Work Schedule	20%
5	Project costs/fees	30%

Proposals will be evaluated on a best value basis with 70% qualifications and 30% cost consideration. The review committee will not open the cost proposal until after the qualification points have been awarded.

PROPOSAL SUBMISSION

To be considered, hard copies of proposals must arrive at the City on or before the time and date specified in the Submittal Date in an envelope marked “25-99478 2026 Street Preservation (GND/Duluth Heights/Chester Pk/UMD).” The City will not accept proposals via email or facsimile transmission. The City reserves the right to reject or to deduct evaluation points for late proposals.

Proposals must be signed by an authorized official. If the official signs the Proposal Cover Sheet attached as Appendix A, this requirement will be met. Proposals must remain valid for 60 days or until a contract is fully executed; and terms of the proposal, if awarded, must be valid for the duration of the project.

Please submit:

- One (1) original and three (3) paper copies of the Technical Submittal.
- One (1) paper copy of the Cost Submittal sealed in an envelope separate from the Technical Submittal.

- One (1) copy of the entire proposal (Technical and Cost submittals, along with all requested documents) on flash drive in Microsoft Office-compatible or pdf format.

SUBMITTAL DATE

Proposals must be received by 3:00PM central time, May 23, 2025at:

Patti Stalvig, Purchasing Agent
City Purchasing
411 W. 1st Street, Room 120
Duluth, MN 55802

CONTACT

All questions concerning the project shall be directed to:

Patrick Loomis, PE
ploomis@duluthmn.gov
City of Duluth - Engineering Division
411 W. 1st Street, Room 240 City Hall
Duluth, Minnesota 55802-1191
(218) 269-5201 cell

LIMITATIONS

This Request for Proposal does not commit the City of Duluth to award a contract or pay costs incurred in the preparation of the proposal, or to procure a contract for services or supplies.

The Proposal shall not in any way include any restrictions on the City of Duluth. The Consultant shall NOT provide proposed contract language.

The City of Duluth specifically reserves the right to accept or reject any or all proposals, to negotiate with any qualified source, to cancel in part or in its entirety the Request for Proposal, to waive any requirements, to investigate the qualifications of any proposal, to obtain new proposals, or proceed to have the service provided in any way as necessary to serve the best interests of the City of Duluth.

The selected consultant must sign the City of Duluth standard Professional Engineering Services Agreement available at <https://www.duluthmn.gov/purchasing/forms>. Any questions concerning this agreement should be asked PRIOR to proposal submittal. These questions should be directed to Howard Smith in the City Engineering Office.

All materials submitted in response to this RFP will become property of the City and will become public record after the evaluation process is completed and an award decision made.

Prior to entering into an agreement with the city, the consultant shall furnish proof that it has met all legal requirements for transacting business in the State of Minnesota.

MANDATORY DISCLOSURES.

By submitting a proposal, each Bidder understands, represents, and acknowledges that:

A. Their proposal has been developed by the Bidder independently and has been submitted without collusion with and without agreement, understanding, or planned common course of action with any other vendor or suppliers of materials, supplies, equipment, or services described in the Request for Proposals, designed to limit independent bidding or competition, and that the contents of the proposal have not been communicated by the Bidder or its employees or agents to any person not an employee or agent of the Bidder.

B. There is no conflict of interest. A conflict of interest exists if a Bidder has any interest that would actually conflict, or has the appearance of conflicting, in any manner or degree with the performance of work on the project. If there are potential conflicts, identify the municipalities, developers, and other public or private entities with whom your company is currently, or have been, employed and which may be affected.

C. It is not currently under suspension or debarment by the State of Minnesota, any other state or the federal government.

D. The company is either organized under Minnesota law or has a Certificate of Authority from the Minnesota Secretary of State to do business in Minnesota, in accordance with the requirements in M.S. 303.03.

APPENDICES

Appendix A – Proposal Cover Sheet

Appendix B – Project 2092 Map

Appendix C – MNDOT Review Checklists

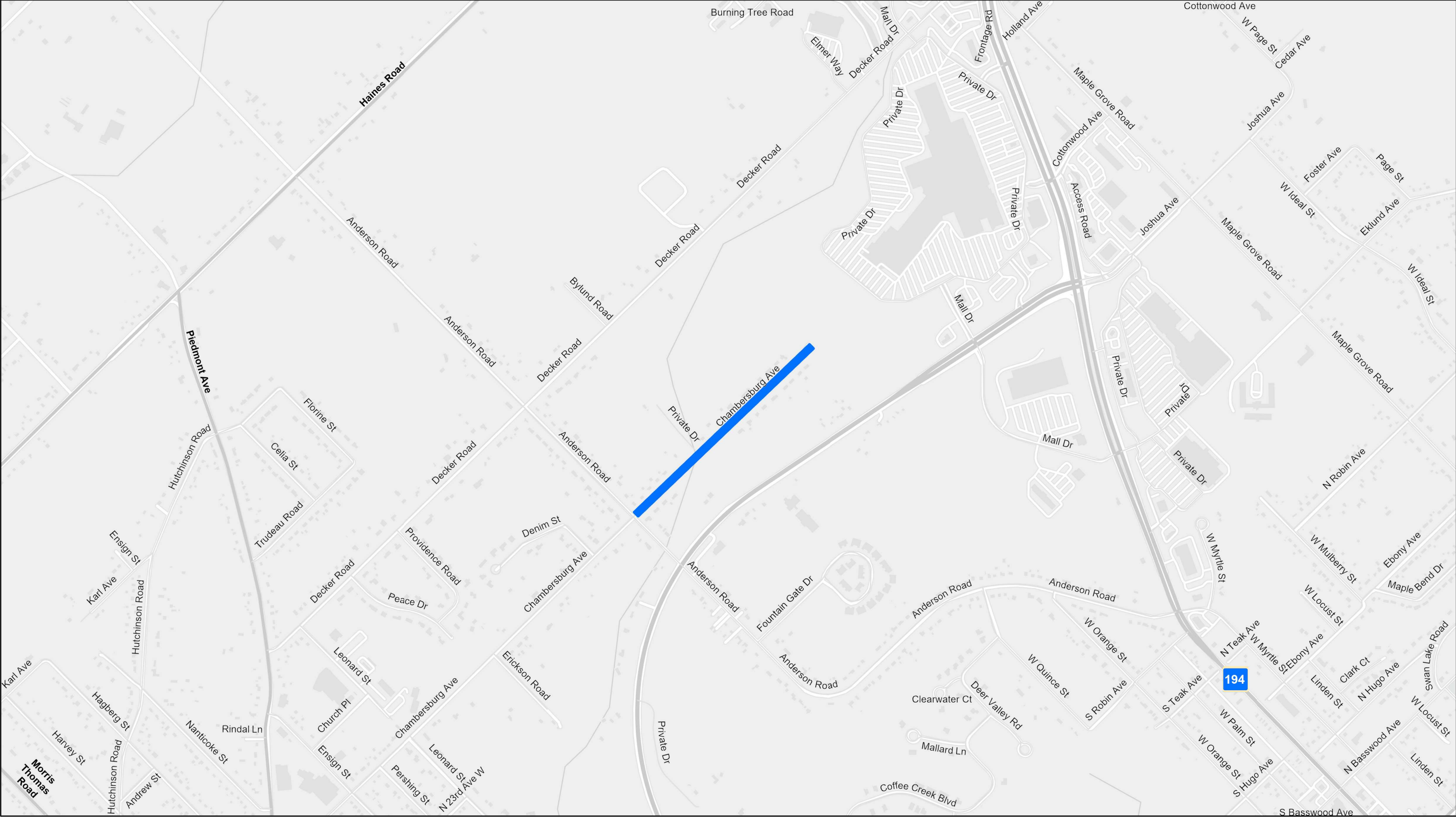
APPENDIX A - PROPOSAL COVER SHEET
CITY OF DULUTH
RFP# 25-99478 2026 Street Preservation (GND/Duluth Hts/Chester Pk/UMD)

Bidder Information:	
Bidder Name	
Mailing Address	
Contact Person	
Contact Person's Phone Number	
Contact Person's E-Mail Address	
Federal ID Number	
Authorized Signature	
Name & Title of Authorized Signer	
Email of Authorized Signer	

ACKNOWLEDGMENT OF ADDENDA

ADDENDUM #	INITIAL/DATE
ADDENDUM #	INITIAL/DATE
ADDENDUM #	INITIAL/DATE
ADDENDUM #	INITIAL/DATE
ADDENDUM #	INITIAL/DATE

**APPENDIX B – PROJECT 2092 MAP
CITY OF DULUTH
RFP# 25-99478 2026 Street Preservation (GND/Duluth Hts/Chester Pk/UMD)**



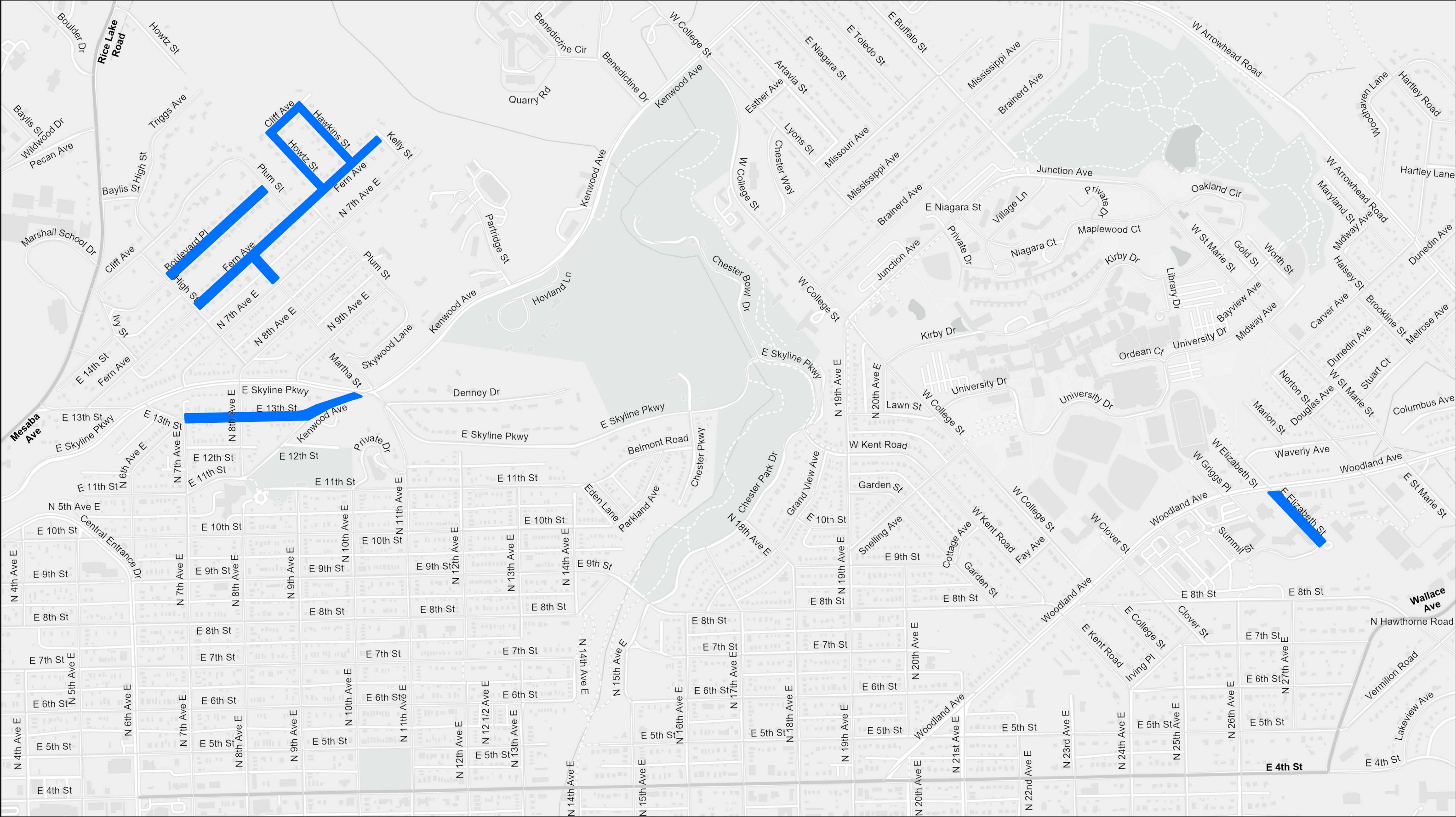
 2026 Sales Tax Projects

**2026 Street Preservation
City Proj No: 2092**



Date Created: 4/24/2025

The City of Duluth has tried to ensure that the information contained in this map or electronic document is accurate. The City of Duluth makes no warranty or guarantee concerning the accuracy or reliability. This drawing/data is neither a legally recorded map nor a survey and is not intended to be used as one. The drawing/data is a compilation of records, information and data located in various City, County and State offices and other sources affecting the area shown and is to be used for reference purposes only. The City of Duluth shall not be liable for errors contained within this data provided or for any damages in connection with the use of this information contained within.



2026 Sales Tax Projects

2026 Street Preservation City Proj No: 2092



Date Created: 4/24/2025

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**APPENDIX C – MNDOT REVIEW CHECKLISTS
CITY OF DULUTH
RFP# 25-99478 2026 Street Preservation (GND/Duluth Hts/Chester Pk/UMD)**

30% REVIEW CHECKLISTS

Project Desc _____

SP : _____

Design Squad : _____

Project Manager : _____

Project Charge ID# : _____

Review Due : _____

Signature : _____

Date : _____

CONTENT

- ☐ Title Sheet
- ☐ General Layout
- ☐ Inplace Utility Tabulation
- ☐ Inplace Utility Plans
- ☐ Typical Sections
- ☐ Alignment Plan
- ☐ Alignment Tabulation
- ☐ Topography Plans
- ☐ Removal Plans
- ☐ Construction Plans
- ☐ Intersection Detail
- ☐ Profiles
- ☐ Superelevation Plans
- ☐ Drainage Plans
- ☐ Cross Sections

30% Plan Review Checklist

SP Number : _____

Designer : _____

Reviewed By : _____

Date : _____

Title Sheet

Page 1 of 1

- | | |
|--|--|
| <input type="checkbox"/> The following items are clearly identified and properly labeled: <ul style="list-style-type: none"><input type="checkbox"/> Counties<input type="checkbox"/> Cities<input type="checkbox"/> Sections<input type="checkbox"/> Township & range<input type="checkbox"/> Bridges (Proposed/Inp.) | <input type="checkbox"/> Design Designation and Design Exceptions information for each roadway |
| <input type="checkbox"/> Work description | <input type="checkbox"/> Project location information at lower middle |
| <input type="checkbox"/> Length of project based on northbound or eastbound alignment (bridge lengths may not be available at 30%) | <input type="checkbox"/> North Arrow |
| <input type="checkbox"/> Reference points (may not be available at 30%) | <input type="checkbox"/> Federal Project Number or State Funds at upper right |
| <input type="checkbox"/> Note referring to the alignment that the length and description is based on | <input type="checkbox"/> Governing Specifications note at upper right |
| <input type="checkbox"/> Necessary equations are shown (only for the alignment that the length is based on) | <input type="checkbox"/> Index with temporary sheet numbers (sheets should be in the order shown on the Sample Plan index) |
| <input type="checkbox"/> Gravel Pits and Pit Data, if applicable (may not be available at 30%) | <input type="checkbox"/> Signature block with the appropriate signature lines |
| <input type="checkbox"/> Beginning and End of All Project SP# (alignment name and station) | <input type="checkbox"/> State Aid signature block, if applicable |
| <input type="checkbox"/> Text reads from the right side of the sheet or from the bottom of the sheet | <input type="checkbox"/> S.P. number at lower right, show all |
| <input type="checkbox"/> Text on index map is large enough so that names of major streets, roadways, and other features are legible | <input type="checkbox"/> State Aid number, if applicable |
| <input type="checkbox"/> CSAH's or CR's are referred to as such(not just city street names) | <input type="checkbox"/> Legislative Route Number is shown after the Trunk Highway Number (in the S.P. block at the lower right) |
| <input type="checkbox"/> Scales at lower left | <input type="checkbox"/> If an overlay, specifies concrete or bituminous overlay |
| <input type="checkbox"/> Exceptions shown on index map | <input type="checkbox"/> If applicable, Note stating High Pressure Pipelines or Petroleum |
| <input type="checkbox"/> File name, plot name and date of plot at lower left | <input type="checkbox"/> Comparison with Sample Plan completed |
| | <input type="checkbox"/> Sample Plan Narrative and Checklist reviewed |
| | <input type="checkbox"/> Complies with CADD Data Standards (i.e. level, line style, line weight, text size, cells, etc.) |

30% Plan Review Checklist

SP Number : _____

Designer : _____

Reviewed By : _____

Date : _____

General Layout

Page 1 of 1

- | | |
|---|---|
| <input type="checkbox"/> The following items are shown and properly labeled: <ul style="list-style-type: none"><input type="checkbox"/> Beginning of project<input type="checkbox"/> End of project<input type="checkbox"/> Beginning of construction<input type="checkbox"/> End of construction<input type="checkbox"/> Cities<input type="checkbox"/> Counties<input type="checkbox"/> Proposed roadways - CSAH's or CR's are referred to as such (not just city street names)<input type="checkbox"/> Bridges (proposed & inp.)<input type="checkbox"/> Walls<input type="checkbox"/> Ponds<input type="checkbox"/> Lakes<input type="checkbox"/> Rivers/Creeks<input type="checkbox"/> Inplace railroads<input type="checkbox"/> City limits<input type="checkbox"/> County limits<input type="checkbox"/> Corporate limits<input type="checkbox"/> Inplace roadways adjacent to the proposed construction | <input type="checkbox"/> Show Exceptions |
| | <input type="checkbox"/> Show Areas of Environ. Sens. if scale is small enough to show; if not, Add Note Cross Ref. to sheets that show it. |
| | <input type="checkbox"/> Projected Traffic Volumes and Report number |
| | <input type="checkbox"/> Sheet locations of topography sheets, construction plan sheets and drainage plan sheets (verify correct sheet numbers are given) |
| | <input type="checkbox"/> Drawn by: and Checked by: Initials included |
| | <input type="checkbox"/> File name, plot name and date of plot at lower left |
| | <input type="checkbox"/> Text reads from the right side of the sheet or from the bottom of the sheet |
| <input type="checkbox"/> Mainline stationing in 500' increments (alignment should not be shown) | <input type="checkbox"/> All text is legible and there is no text on top of text or lines going through text |
| <input type="checkbox"/> Direction of traffic arrows | <input type="checkbox"/> Sheet title at lower right |
| <input type="checkbox"/> Scale | <input type="checkbox"/> S.P. number with T.H. designation at lower right |
| <input type="checkbox"/> North Arrow | <input type="checkbox"/> Comparison with Sample Plan completed |
| <input type="checkbox"/> Legend | <input type="checkbox"/> Sample Plan Narrative and Checklist reviewed |
| <input type="checkbox"/> Patterns in legend match the patterns in the plan | <input type="checkbox"/> Complies with CADD Data Standards (i.e. level, line style, line weight, text size, cells, etc.) |
| <input type="checkbox"/> Show Station Equations | |

30% Plan Review Checklist

SP Number : _____

Designer : _____

Reviewed By : _____

Date : _____

Inplace Utility Tabulation

Page 1 of 1

- | | |
|---|--|
| <input type="checkbox"/> Utility locations and point numbers spot checked against the utility plan sheets | <input type="checkbox"/> If applicable, add note, All overhead lines are distribution unless noted otherwise. |
| <input type="checkbox"/> Remarks and Ownership columns checked. It is particularly important that items which will need to be relocated are correctly identified. Initial Utility Conflicts Determined? | <input type="checkbox"/> All text is legible and there is no text on top of text or lines going through text |
| <input type="checkbox"/> Any Sanitary Sewer or Watermain impacts NEEDS to be designed by a consultant and coordinated with inplace or proposed utilities | <input type="checkbox"/> Drawn by: and Checked by: Initials included |
| <input type="checkbox"/> General Notes shown, (see sample plan) | <input type="checkbox"/> File name, plot name and date of plot at lower left |
| <input type="checkbox"/> Utility company contact list shown | <input type="checkbox"/> Sheet title at lower right |
| <input type="checkbox"/> Utility and Ownership abbreviations defined | <input type="checkbox"/> S.P. number with T.H. designation at lower right |
| <input type="checkbox"/> Text reads from the right side of the sheet or from the bottom of the sheet | <input type="checkbox"/> Comparison with Sample Plan completed |
| <input type="checkbox"/> If no utilities are impacted, don't need to tab. Place Note: No utilities will be impacted by this project. | <input type="checkbox"/> Sample Plan Narrative and Checklist reviewed |
| | <input type="checkbox"/> Complies with CADD Data Standards (i.e. level, line style, line weight, text size, cells, etc.) |

30% Plan Review Checklist

SP Number : _____
Designer : _____
Reviewed By : _____
Date : _____

Inplace Utility Plans

Page 1 of 1

- | | |
|--|--|
| <input type="checkbox"/> The following items are shown and properly labeled: <ul style="list-style-type: none"><input type="checkbox"/> Roadway alignments (including equations)<input type="checkbox"/> At least two stations for each alignment on each sheet<input type="checkbox"/> Walls<input type="checkbox"/> Bridges (Proposed/Inp.)<input type="checkbox"/> R/W and Easements<input type="checkbox"/> Construction limits | <input type="checkbox"/> Label Transmission lines with KV if applicable |
| <input type="checkbox"/> Beginning and End of Construction | <input type="checkbox"/> Text reads from the right side of the sheet or from the bottom of the sheet |
| <input type="checkbox"/> Utilities spot checked to make sure all utilities are included in the tabulations | <input type="checkbox"/> All text is legible and there is no text on top of text or lines going through text |
| <input type="checkbox"/> Scale | <input type="checkbox"/> Drawn by: and Checked by: Initials included |
| <input type="checkbox"/> North Arrow | <input type="checkbox"/> File name, plot name and date of plot at lower left |
| <input type="checkbox"/> Plan Sheet Location box (on projects with complicated plan sheet layouts) (optional) | <input type="checkbox"/> Sheet title at lower right |
| <input type="checkbox"/> Owners labeled on Util. Plans if Designer only tabulates impacted utilities | <input type="checkbox"/> S.P. number with T.H. designation at lower right |
| <input type="checkbox"/> Clear Zone shown | <input type="checkbox"/> Comparison with Sample Plan completed |
| | <input type="checkbox"/> Sample Plan Narrative and Checklist reviewed |
| | <input type="checkbox"/> Complies with CADD Data Standards (i.e. level, line style, line weight, text size, cells, etc.) |

30% Plan Review Checklist

SP Number : _____

Designer : _____

Reviewed By : _____

Date : _____

Typical Sections

Page 1 of 1

- | | |
|--|--|
| <input type="checkbox"/> The following items are shown and properly labeled: <ul style="list-style-type: none"><input type="checkbox"/> Centerlines<input type="checkbox"/> Profile grade locations<input type="checkbox"/> Grading grade<input type="checkbox"/> Existing ground line<input type="checkbox"/> Roadway and shoulder slopes<input type="checkbox"/> Minimum slope dressing<input type="checkbox"/> Curb and C&G | <input type="checkbox"/> Surface cross-slopes agree with superelevation plan |
| <input type="checkbox"/> The following items are shown: <ul style="list-style-type: none"><input type="checkbox"/> Roadway dimensions<input type="checkbox"/> Shoulder dimensions<input type="checkbox"/> Dimensions to P.I. shown | <input type="checkbox"/> General Notes: on 1 st sheet or all |
| <input type="checkbox"/> Typicals comply with Preliminary Materials Design Recommendations in the soils letter | <input type="checkbox"/> Note indicating maximum 0.07 rollover in superelevation areas |
| <input type="checkbox"/> Pavement and base depths and materials | <input type="checkbox"/> Label "ft/ft" on cross slopes or use a note |
| <input type="checkbox"/> Subcut depths | <input type="checkbox"/> Text reads from the right side of the sheet or from the bottom of the sheet |
| <input type="checkbox"/> Limits of muck excavation | <input type="checkbox"/> All text is legible and there is no text on top of text or lines going through text |
| <input type="checkbox"/> Backfill material | <input type="checkbox"/> Drawn by: and Checked by: Initials included |
| <input type="checkbox"/> Typicals comply with the project memo/study report and the layout | <input type="checkbox"/> File name, plot name and date of plot at lower left |
| <input type="checkbox"/> Is safety edge required? Include Detail | <input type="checkbox"/> Sheet title at lower right |
| <input type="checkbox"/> Station limits and dimensions agree with construction plan | <input type="checkbox"/> S.P. number with T.H. designation at lower right |
| | <input type="checkbox"/> Comparison with Sample Plan completed |
| | <input type="checkbox"/> Sample Plan Narrative and Checklist reviewed |
| | <input type="checkbox"/> Complies with CADD Data Standards (i.e. level, line style, line weight, text size, cells, etc.) |

30% Plan Review Checklist

SP Number : _____
Designer : _____
Reviewed By : _____
Date : _____

Alignment Plan

Page 1 of 1

- | | |
|---|--|
| <input type="checkbox"/> North Arrow on each sheet | project specific alignment (Discuss with Surveys) |
| <input type="checkbox"/> Scale on each sheet | <input type="checkbox"/> Plans should be plotted at a 200 scale |
| <input type="checkbox"/> Horizontal Control Note on first sheet (Design needs to get this from the Surveys section) | <input type="checkbox"/> Show PT, PC, and PI. |
| <input type="checkbox"/> All alignments are labeled correctly - CSAH's or CR's are referred to as such (not just city street names) | <input type="checkbox"/> Text reads from the right side of the sheet or from the bottom of the sheet |
| <input type="checkbox"/> All points are labeled correctly | <input type="checkbox"/> All text is legible and there is no text on top of text or lines going through text |
| <input type="checkbox"/> Station ticks and stationing (at least two stations for each alignment labeled on each sheet) | <input type="checkbox"/> Drawn by: and Checked by: Initials included |
| <input type="checkbox"/> Station equations with symbol shown correctly | <input type="checkbox"/> File name, plot name and date of plot at lower left |
| <input type="checkbox"/> Point numbers correspond with the Mn/DOT numbering system | <input type="checkbox"/> Sheet title at lower right |
| <input type="checkbox"/> Point numbers agree with alignment tabulation | <input type="checkbox"/> S.P. number with T.H. designation at lower right |
| <input type="checkbox"/> Point numbers agree with Geopak alignment descriptions | <input type="checkbox"/> Comparison with Sample Plan completed |
| <input type="checkbox"/> On longer length projects with multiple station equations, it is acceptable to store a | <input type="checkbox"/> Sample Plan Narrative and Checklist reviewed |
| | <input type="checkbox"/> Complies with CADD Data Standards (i.e. level, line style, line weight, text size, cells, etc.) |

30% Plan Review Checklist

SP Number : _____

Designer : _____

Reviewed By : _____

Date : _____

Alignment Tabulation

Page 1 of 1

- | | |
|--|---|
| <input type="checkbox"/> Point numbers correspond with the Mn/DOT numbering system | |
| <input type="checkbox"/> Point numbers agree with alignment plan | <input type="checkbox"/> Alignments for entrance and exit ramps Mn/DOT standards (see the Standard Plan sheets) |
| <input type="checkbox"/> Point numbers agree with Geopak alignment descriptions | <input type="checkbox"/> Point equivalents at beginning and/or end of alignments defined (i.e. A Pt. 12.0 ' left of T.H. XX 23+45.678 = Ramp Y 10+00.000) |
| <input type="checkbox"/> Alignment names are exactly the same throughout plan | <input type="checkbox"/> All text is legible and there is no text on top of text or lines going through text |
| <input type="checkbox"/> Alignment tabulation information agrees with information in the .gpk file: <ul style="list-style-type: none"><input type="checkbox"/> Stationing<input type="checkbox"/> Coordinates<input type="checkbox"/> Curve data<input type="checkbox"/> Azimuths | <input type="checkbox"/> Drawn by: and Checked by: Initials included |
| <input type="checkbox"/> Ahead and back azimuths match <u>exactly</u> in Geopak | <input type="checkbox"/> File name, plot name and date of plot at lower left |
| <input type="checkbox"/> Curve radii agree with what is shown on the layout | <input type="checkbox"/> Sheet title at lower right |
| <input type="checkbox"/> All station equations shown correctly | <input type="checkbox"/> S.P. number with T.H. designation at lower right |
| <input type="checkbox"/> Design Speed Criteria met | <input type="checkbox"/> Comparison with Sample Plan completed |
| <input type="checkbox"/> On longer length projects with multiple station equations, it is acceptable to store a project specific alignment (Discuss with Surveys) | <input type="checkbox"/> Sample Plan Narrative and Checklist reviewed |
| | <input type="checkbox"/> Complies with CADD Data Standards (i.e. level, line style, line weight, text size, cells, etc.) |

30% Plan Review Checklist

SP Number : _____

Designer : _____

Reviewed By : _____

Date : _____

Topography Plans

Page 1 of 1

- | | |
|--|--|
| <input type="checkbox"/> The following items are shown and properly labeled: | <input type="checkbox"/> Label in-place Lane/Shld dimensions and traffic flow arrows |
| <input type="checkbox"/> Roadway alignments (including equations) | <input type="checkbox"/> Patterns in legend match the patterns in the plan |
| <input type="checkbox"/> At least two stations for each alignment on each sheet | <input type="checkbox"/> Plan Sheet Location box (on projects with complicated plan sheet layouts) (optional) |
| <input type="checkbox"/> Walls | <input type="checkbox"/> Text reads from the right side of the sheet or from the bottom of the sheet |
| <input type="checkbox"/> Bridges (Proposed/Inp.) | <input type="checkbox"/> All text is legible and there is no text on top of text or lines going through text |
| <input type="checkbox"/> Area of Environmental Sensitivity | <input type="checkbox"/> Drawn by: and Checked by: Initials included |
| <input type="checkbox"/> R/W and Easements | <input type="checkbox"/> File name, plot name and date of plot at lower left |
| <input type="checkbox"/> Construction limits are labeled and shown correctly. Accurate construction limits are particularly important as they are used to determine right-of-way and easement acquisition. | <input type="checkbox"/> Sheet title at lower right |
| <input type="checkbox"/> Beginning and End of Construction | <input type="checkbox"/> S.P. number with T.H. designation at lower right |
| <input type="checkbox"/> In-place utilities and drainage are shown unless separate sheets are used for in-place utilities and/or drainage | <input type="checkbox"/> Comparison with Sample Plan completed |
| <input type="checkbox"/> Proposed construction patterned (only new construction) | <input type="checkbox"/> Sample Plan Narrative and Checklist reviewed |
| <input type="checkbox"/> Scale | <input type="checkbox"/> Complies with CADD Data Standards (i.e. level, line style, line weight, text size, cells, etc.) |
| <input type="checkbox"/> North Arrow | |
| <input type="checkbox"/> Legend | |
| <input type="checkbox"/> Label or Pattern Noxious Weeds | |

Note: Topography items may be included on the Removal Plans

30% Plan Review Checklist

SP Number : _____
Designer : _____
Reviewed By : _____
Date : _____

Removal Plans

Page 1 of 1

- | | |
|--|---|
| <ul style="list-style-type: none"><input type="checkbox"/> The following items are shown and properly labeled:<ul style="list-style-type: none"><input type="checkbox"/> All roadway alignments (including equations)<input type="checkbox"/> At least two stations for each alignment on each sheet<input type="checkbox"/> R/W and Easements<input type="checkbox"/> Construction Limits<input type="checkbox"/> Bridges (Proposed/Inp.)<input type="checkbox"/> Roadways Labeled<input type="checkbox"/> All Pipe Sewer Removals, Pipe Culvert Removals, Structure Removals (CB, MH, DI, etc) and Apron Removals<input type="checkbox"/> All Abandon In-Place Pipe Sewer, Pipe Culverts, and Structures<input type="checkbox"/> Include TAMS Hydinfra ID numbers for Pipes/Culverts, MH's, CB's, and DI's; include 6,000 series numbers for aprons<input type="checkbox"/> Wetland Number and Type<input type="checkbox"/> Beginning and End of Construction<input type="checkbox"/> Scale<input type="checkbox"/> North Arrow<input type="checkbox"/> Legend which clearly indicates removal items, match pay item descriptions (See Removal Patterns and Line Styles microstation file)<input type="checkbox"/> Removal items included on the Removals tabulation | <ul style="list-style-type: none"><input type="checkbox"/> Miscellaneous Drainage Tab – Include all Pipe Sewer, Pipe Culverts, CB's, MH's, DI's, and Aprons to be removed or abandoned in-place along with the TAMS ID's for the pipes, culverts, CB's, MH's, DI's (aprons will have a 6,000 series number).<input type="checkbox"/> Determine Trees to be removed on the project, check trees in the Clear Zone, work with Traffic Safety Area Manager and pull accident history, see Tech memo 17-04-ENV-02. Work with Project Manager and Maintenance to determine if contractor or maintenance will perform the work.<input type="checkbox"/> Legends and Patterning must match<input type="checkbox"/> Text reads from the right side of the sheet or from the bottom of the sheet<input type="checkbox"/> All text is legible and there is no text on top of text or lines going through text<input type="checkbox"/> Drawn by: and Checked by: Initials included<input type="checkbox"/> File name, plot name and date of plot at lower left<input type="checkbox"/> Sheet title at lower right<input type="checkbox"/> S.P. number with T.H. designation at lower right<input type="checkbox"/> Comparison with Sample Plan completed<input type="checkbox"/> Sample Plan Narrative and Checklist reviewed<input type="checkbox"/> Complies with CADD Data Standards (i.e. level, line style, line weight, text size, cells, etc.) |
|--|---|

Note: Removal items may be included on the Topography Plans (not recommended when there is a lot of drainage removal work on the project)

30% Plan Review Checklist

SP Number : _____
Designer : _____
Reviewed By : _____
Date : _____

Construction Plans

Page 1 of 1

- | | |
|---|--|
| <input type="checkbox"/> The following items are shown and properly labeled: <ul style="list-style-type: none"><input type="checkbox"/> Roadway alignments (including equations)<input type="checkbox"/> At least two stations for each alignment on each sheet<input type="checkbox"/> Curb and C&G<input type="checkbox"/> Pedestrian ramps<input type="checkbox"/> Medians<input type="checkbox"/> Median noses<input type="checkbox"/> Walls<input type="checkbox"/> Bridges (Proposed/Inp.)<input type="checkbox"/> Inplace railroads<input type="checkbox"/> Inplace roadways adjacent to the proposed construction<input type="checkbox"/> Inplace lakes, rivers, creeks<input type="checkbox"/> Areas of environmental sensitivity<input type="checkbox"/> Wetland type and number<input type="checkbox"/> R/W and Easements<input type="checkbox"/> Construction Limits<input type="checkbox"/> Label Trunk Highways (Ex TH 35W NB) | <input type="checkbox"/> Noses identified by Standard Plate |
| <input type="checkbox"/> Beginning and End of All Project SP# | <input type="checkbox"/> Scale |
| <input type="checkbox"/> Beginning and End of Construction | <input type="checkbox"/> North Arrow and Legends Shown |
| <input type="checkbox"/> Roadway and shoulder dimensions | <input type="checkbox"/> Initial R/W requirements/construction limits |
| <input type="checkbox"/> Paths/walks labeled and dimensioned | <input type="checkbox"/> Patterns in legend match the patterns in the plan |
| <input type="checkbox"/> Taper rates and pluses shown. Taper rates should be shown as 1:x, not x:1. | <input type="checkbox"/> City, County and Corporate Limits |
| <input type="checkbox"/> Taper lengths computed correctly | <input type="checkbox"/> Plan Sheet Location box (on projects with complicated plan sheet layouts) (optional) |
| <input type="checkbox"/> Intersection radii, nose and other relevant pluses shown | <input type="checkbox"/> Note(s) referring to details |
| <input type="checkbox"/> Staff Approved Layout Signed | <input type="checkbox"/> Text reads from the right side of the sheet or from the bottom of the sheet |
| <input type="checkbox"/> Direction of traffic arrows | <input type="checkbox"/> All text is legible and there is no text on top of text or lines going through text |
| <input type="checkbox"/> Clear Zone shown | <input type="checkbox"/> Drawn by: and Checked by: Initials included |
| | <input type="checkbox"/> File name, plot name and date of plot at lower left |
| | <input type="checkbox"/> Sheet title at lower right |
| | <input type="checkbox"/> S.P. number with T.H. designation at lower right |
| | <input type="checkbox"/> Sample Plan Narrative and Checklist reviewed |
| | <input type="checkbox"/> Comparison with Sample Plan completed |
| | <input type="checkbox"/> Complies with CADD Data Standards (i.e. level, line style, line weight, text size, cells, etc.) |

30% Plan Review Checklist

SP Number : _____

Designer : _____

Reviewed By : _____

Date : _____

Intersection Detail

Page 1 of 1

- | | |
|---|--|
| <input type="checkbox"/> The following items are shown and properly labeled: | <input type="checkbox"/> Label Beg./End Curb Reconstruction |
| <input type="checkbox"/> Roadway alignments (including equations) | <input type="checkbox"/> Gutter grades or spot elevations shown, if applicable |
| <input type="checkbox"/> At least two stations for each alignment on each sheet | <input type="checkbox"/> Provide Plan sheets to MnDOT ADA office prior to site visit |
| <input type="checkbox"/> Median noses including standard plate number | <input type="checkbox"/> Drawn by: and Checked by: Initials included |
| <input type="checkbox"/> R/W | <input type="checkbox"/> File name, plot name and date of plot at lower left |
| <input type="checkbox"/> Inp. Above ground Util. | <input type="checkbox"/> Text reads from the right side of the sheet or from the bottom of the sheet |
| <input type="checkbox"/> Inp. CB, MH, Drop Inlets or Aprons | |
| <input type="checkbox"/> Walls | |
| <input type="checkbox"/> Bridges (Proposed/Inp.) | |
| <input type="checkbox"/> Curb/C&G type | |
| <input type="checkbox"/> Roadway and shoulder dimensions | <input type="checkbox"/> All text is legible and there is no text on top of text or lines going through text |
| <input type="checkbox"/> Paths/walks labeled and dimensioned | <input type="checkbox"/> Sheet title at lower right |
| <input type="checkbox"/> Taper rates and pluses. Taper rates should be shown as 1:x, not x:1. | <input type="checkbox"/> S.P. number with T.H. designation at lower right |
| <input type="checkbox"/> Noses and other relevant pluses | <input type="checkbox"/> Comparison with Sample Plan completed |
| <input type="checkbox"/> Direction of traffic arrows | <input type="checkbox"/> Sample Plan Narrative and Checklist reviewed |
| <input type="checkbox"/> Scale, 20 scale drawings | |
| <input type="checkbox"/> North Arrow | <input type="checkbox"/> Complies with CADD Data Standards (i.e. level, line style, line weight, text size, cells, etc.) |
| <input type="checkbox"/> All radius points and tangent points labeled and tabbed | |

30% Plan Review Checklist

SP Number : _____

Designer : _____

Reviewed By : _____

Date : _____

Profiles

Page 1 of 1

- | | |
|--|--|
| <input type="checkbox"/> Vertical control note (Design needs to get this from the Surveys section) | <input type="checkbox"/> Bridge clearances checked |
| <input type="checkbox"/> Direction of traffic arrows shown correctly | <input type="checkbox"/> Stationing at crossing roadways/railroads shown |
| <input type="checkbox"/> Profile information agrees with information in the .gpk file: <ul style="list-style-type: none"><input type="checkbox"/> Grades<input type="checkbox"/> High and low points<input type="checkbox"/> PVC station and elevation<input type="checkbox"/> PVI station and elevation<input type="checkbox"/> PVT station and elevation<input type="checkbox"/> Beginning and end of profile station and elevation | <input type="checkbox"/> Even increment elevations are shown on both sides of the sheet |
| <input type="checkbox"/> Grade at profile tie-in points at the beginning/end of profiles | <input type="checkbox"/> Stationing is shown along the bottom of the sheet |
| <input type="checkbox"/> Ties to other alignments at the beginning/end of profile shown vertically (including the vertical line) | <input type="checkbox"/> Text reads from the right side of the sheet or from the bottom of the sheet |
| <input type="checkbox"/> Subgrade excavation depth and tapers (may or may not be included in 30% plan). Tapers should be shown as 1:x, not x:1. | <input type="checkbox"/> All text is legible and there is no text on top of text or lines going through text |
| <input type="checkbox"/> Profile grade, grading grade, and existing ground line labeled | <input type="checkbox"/> Drawn by: and Checked by: Initials included |
| <input type="checkbox"/> Muck/rock excavation shown and labeled correctly | <input type="checkbox"/> File name, plot name and date of plot at lower left |
| <input type="checkbox"/> Design speed criteria are met | <input type="checkbox"/> Sheet title at lower right |
| <input type="checkbox"/> Bridges (Prop./Inp.) shown and labeled | <input type="checkbox"/> S.P. number with T.H. designation at lower right |
| <input type="checkbox"/> Bridge excavation shown/Backfill w/ ?? material | <input type="checkbox"/> Comparison with Sample Plan completed |
| | <input type="checkbox"/> Sample Plan Narrative and Checklist reviewed |
| | <input type="checkbox"/> Complies with CADD Data Standards (i.e. level, line style, line weight, text size, cells, etc.) |

30% Plan Review Checklist

SP Number : _____

Designer : _____

Reviewed By : _____

Date : _____

Superelevation Plans

Page 1 of 1

- | | |
|--|--|
| <input type="checkbox"/> The following items are shown and properly labeled: <ul style="list-style-type: none"><input type="checkbox"/> Roadway alignments (including equations)<input type="checkbox"/> At least two stations for each alignment on each sheet<input type="checkbox"/> Walls<input type="checkbox"/> Bridges | <input type="checkbox"/> Legend |
| <input type="checkbox"/> Beginning and End of Construction | <input type="checkbox"/> Patterns in legend match the patterns in the plan |
| <input type="checkbox"/> Roadway and shoulder dimensions | <input type="checkbox"/> Label High/Low points |
| <input type="checkbox"/> Superelevation transitions patterned | <input type="checkbox"/> Plan Sheet Location box (on projects with complicated plan sheet layouts) (optional) |
| <input type="checkbox"/> Station pluses and cross-slopes where superelevation transition begins and ends and where the superelevation is zero. Format cross slope text as 0.02 | <input type="checkbox"/> Text reads from the right side of the sheet or from the bottom of the sheet |
| <input type="checkbox"/> Superelevation transition lengths computed correctly | <input type="checkbox"/> All text is legible and there is no text on top of text or lines going through text |
| <input type="checkbox"/> Label "ft/ft" on cross slopes or use a note | <input type="checkbox"/> Drawn by: and Checked by: Initials included |
| <input type="checkbox"/> Examine superelevation transitions for low points | <input type="checkbox"/> File name, plot name and date of plot at lower left |
| <input type="checkbox"/> Clear Zone shown | <input type="checkbox"/> Sheet title at lower right |
| <input type="checkbox"/> Scale | <input type="checkbox"/> S.P. number with T.H. designation at lower right |
| <input type="checkbox"/> North Arrow | <input type="checkbox"/> Comparison with Sample Plan completed |
| | <input type="checkbox"/> Sample Plan Narrative and Checklist reviewed |
| | <input type="checkbox"/> Complies with CADD Data Standards (i.e. level, line style, line weight, text size, cells, etc.) |

Note: May be combined with Drainage Plans.

30% Plan Review Checklist

SP Number : _____
Designer : _____
Reviewed By : _____
Date : _____

Drainage Plans

Page 1 of 1

- ☐ All preservation work needs to be shown in the 30% plan:
 - ☐ Pipe Sewer and Pipe Culvert Linings along with TAMS ID
 - ☐ Frame and Ring Casting Adjustments and Replacements along with TAMS ID
 - ☐ Misc. Structure Repairs (Grouting, Partial Rebuilds, etc.) along with TAMS ID
- ☐ All of the above work should be tabulated under the Miscellaneous Drainage Tab, which also includes any pipe sewer, pipe culvert, and structure removals and is located near the front of the plan set
- ☐ Between the 30% and 60% review, check to make sure all preservation work is correct in the Removal plans, Drainage Plans, and Miscellaneous Drainage Tabulation
- ☐ Coordinate with WRE to let them know when 30/60/95% plans will be submitted for review, so that they can get you the drainage information prior to the 30/60/95% completion points.
- ☐ Clear Zone and R/W shown
- ☐ Wetland number and type
- ☐ Scale
- ☐ North Arrow
- ☐ Legend - if lining, include symbology
- ☐ Plan Sheet Location box (on projects with complicated plan sheet layouts) (optional)
- ☐ Text reads from the right side of the sheet or from the bottom of the sheet
- ☐ All text is legible, not upside down, and there is no text on top of text or lines going through text
- ☐ Drawn by: and Checked by: Initials included
- ☐ File name, plot name and date of plot at lower left
- ☐ Sheet title at lower right
- ☐ S.P. number with T.H. designation at lower right
- ☐ Comparison with Sample Plan completed
- ☐ Sample Plan Narrative and Checklist reviewed
- ☐ Complies with CADD Data Standards (i.e. level, line style, line weight, text size, cells, etc.)

30% Plan Review Checklist

SP Number : _____

Designer : _____

Reviewed By : _____

Date : _____

Cross Sections

Page 1 of 1

- | | |
|--|---|
| <input type="checkbox"/> The following items are shown and properly labeled: | <input type="checkbox"/> Text reads from the right side of the sheet or from the bottom of the sheet |
| <input type="checkbox"/> All roadway alignments | <input type="checkbox"/> All text is legible and there is no text on top of text or lines going through text |
| <input type="checkbox"/> Walls | <input type="checkbox"/> Drawn by: and Checked by: Initials included |
| <input type="checkbox"/> Bridges (Prop./Inp.) | <input type="checkbox"/> File name, plot name and date of plot at lower left |
| <input type="checkbox"/> Utilities - Existing | <input type="checkbox"/> Sheet title at lower right |
| <input type="checkbox"/> R/W and Easements | <input type="checkbox"/> S.P. number with T.H. designation at lower right |
| <input type="checkbox"/> Slope ratios | <input type="checkbox"/> Comparison with Sample Plan completed |
| <input type="checkbox"/> Paths/walks | <input type="checkbox"/> Sample Plan Narrative and Checklist reviewed |
| <input type="checkbox"/> Beginning and End of Construction | <input type="checkbox"/> Complies with CADD Data Standards (i.e. level, line style, line weight, text size, cells, etc. |
| <input type="checkbox"/> Inplace, survey, or construction centerlines | |
| <input type="checkbox"/> Profile Elevations, Subcuts, Muck Excavation, Rock excavation, Ditch grades, etc. cross-checked | |
| <input type="checkbox"/> Grid Elevations and Distances | |
| <input type="checkbox"/> General Cross Section Notes (on first sheet only) | |

60% REVIEW CHECKLISTS

Project Desc : _____

SP : _____

Design Squad : _____

Project Manager : _____

Project Charge ID# : _____

Review Due : _____

Signature : _____

Date : _____

CONTENT

<input type="checkbox"/>	Title Sheet
<input type="checkbox"/>	General Layout
<input type="checkbox"/>	Standard Plates
<input type="checkbox"/>	Earthwork Tabulation & Summary
<input type="checkbox"/>	Tabulations
<input type="checkbox"/>	Inplace Utility Tabulation
<input type="checkbox"/>	Inplace Utility Plans
<input type="checkbox"/>	Typical Sections
<input type="checkbox"/>	Standard Plan Sheets
<input type="checkbox"/>	Staging Plans
<input type="checkbox"/>	Alignment Plan
<input type="checkbox"/>	Alignment Tabulation
<input type="checkbox"/>	Topography Plans
<input type="checkbox"/>	Removal Plans
<input type="checkbox"/>	Construction Plans
<input type="checkbox"/>	Intersection Detail
<input type="checkbox"/>	Profiles
<input type="checkbox"/>	Concrete Paving Plan & Details
<input type="checkbox"/>	Bituminous Paving Details
<input type="checkbox"/>	Superelevation Plans
<input type="checkbox"/>	Retaining Wall Plans & Profiles
<input type="checkbox"/>	Retaining Wall Profiles
<input type="checkbox"/>	Retaining Wall Tabulations
<input type="checkbox"/>	Noise Wall Profiles
<input type="checkbox"/>	Noise Wall Tabulations
<input type="checkbox"/>	Noise Wall Details
<input type="checkbox"/>	Drainage Plans
<input type="checkbox"/>	Drainage Profiles
<input type="checkbox"/>	Drainage Tabulations
<input type="checkbox"/>	Erosion Control and Turf Establishment Plans
<input type="checkbox"/>	Attenuator Plan
<input type="checkbox"/>	Traffic Barrier Details
<input type="checkbox"/>	Traffic Control Plan
<input type="checkbox"/>	Contour Sheets
<input type="checkbox"/>	Striping Plans
<input type="checkbox"/>	Lighting Plans
<input type="checkbox"/>	Signing Plans
<input type="checkbox"/>	Traffic Management System Plans
<input type="checkbox"/>	Signal Plans
<input type="checkbox"/>	Matchline Layout
<input type="checkbox"/>	Cross Sections

60% Plan Review Checklist

SP Number : _____

Designer : _____

Reviewed By : _____

Date : _____

Title Sheet

Page 1 of 1

- | | |
|--|--|
| <input type="checkbox"/> Check to see that the 30% Plan Review comments have been addressed in the 60% Plan. | <input type="checkbox"/> File name, plot name and date of plot at lower left |
| <input type="checkbox"/> Other items that may have been changed or added since the 30% review | <input type="checkbox"/> Comparison with Sample Plan completed |
| <input type="checkbox"/> Text reads from the right side of the sheet or from the bottom of the sheet | <input type="checkbox"/> Sample Plan Narrative and Checklist reviewed |
| <input type="checkbox"/> All text is legible and there is no text on top of text or lines going through text | <input type="checkbox"/> Complies with CADD Data Standards (i.e. level, line style, line weight, text size, cells, etc.) |

General Layout

Page 1 of 1

- | | |
|--|--|
| <input type="checkbox"/> Check to see that the 30% Plan Review comments have been addressed in the 60% Plan. | <input type="checkbox"/> File name, plot name and date of plot at lower left |
| <input type="checkbox"/> Other items that may have been changed or added since the 30% review | <input type="checkbox"/> Sheet title at lower right |
| <input type="checkbox"/> Text reads from the right side of the sheet or from the bottom of the sheet | <input type="checkbox"/> S.P. number with T.H. designation at lower right |
| <input type="checkbox"/> All text is legible and there is no text on top of text or lines going through text | <input type="checkbox"/> Comparison with Sample Plan completed |
| <input type="checkbox"/> Drawn by: and Checked by: Initials included | <input type="checkbox"/> Sample Plan Narrative and Checklist reviewed |
| | <input type="checkbox"/> Complies with CADD Data Standards (i.e. level, line style, line weight, text size, cells, etc.) |

60% Plan Review Checklist

SP Number : _____

Designer : _____

Reviewed By : _____

Date : _____

Standard Plates

Page 1 of 1

- | | |
|---|--|
| <input type="checkbox"/> Standard Plates listed in numerical order | <input type="checkbox"/> All text is legible and there is no text on top of text or lines going through text |
| <input type="checkbox"/> Numbers, Letters and Descriptions of Standard Plates match the Standard Plates Website | <input type="checkbox"/> Sheet title at lower right |
| <input type="checkbox"/> Standard Plates applicable to other groups (Traffic, Signals, Lighting, etc.) are included, or include note, For Additional Standard Plates, see sheets xx, xx and xx. | <input type="checkbox"/> S.P. number with T.H. designation at lower right |
| <input type="checkbox"/> Blank lines provided between 1000 series | <input type="checkbox"/> Comparison with Sample Plan completed |
| <input type="checkbox"/> Drawn by: and Checked by: Initials included | <input type="checkbox"/> Sample Plan Narrative and Checklist reviewed |
| <input type="checkbox"/> File name, plot name and date of plot at lower left | <input type="checkbox"/> Complies with CADD Data Standards (i.e. level, line style, line weight, text size, cells, etc.) |
| <input type="checkbox"/> Include standard note that shows up at the top of Standard Plates Tab. | |

60% Plan Review Checklist

SP Number : _____

Designer : _____

Reviewed By : _____

Date : _____

Earthwork Tabulation & Summary

Page 1 of 1

- | | |
|--|--|
| <input type="checkbox"/> Earthwork quantities tabulated by alignment | <input type="checkbox"/> Sheet title at lower right |
| <input type="checkbox"/> Earthwork computed by stages, if applicable | <input type="checkbox"/> S.P. number with T.H. designation at lower right |
| <input type="checkbox"/> Breakdown of excavation/embank. quantities | <input type="checkbox"/> Comparison with Sample Plan completed |
| <input type="checkbox"/> Quantities are accurate from the tabulations to the summary | <input type="checkbox"/> Sample Plan Narrative and Checklist reviewed |
| <input type="checkbox"/> All text is legible and there is no text on top of text or lines going through text | <input type="checkbox"/> Complies with CADD Data Standards (i.e. level, line style, line weight, text size, cells, etc.) |
| <input type="checkbox"/> Drawn by: and Checked by: Initials included | |
| <input type="checkbox"/> File name, plot name and date of plot at lower left | |

Tabulations

Page 1 of 1

- ☐ If tabulations are included in the 60% plan submittal, see the 95% Checklist for the tabulations checklist
- ☐ Work with Design Engineer/Project Manager to determine Funding Splits/Funding Sources
- ☐ Work with Design Engineer/Project Manager and C.O. to determine if any Agreements are needed.
- ☐ Mailbox Supports that do not meet standards need to be replaced, work with Project Manager to send out letters (MnDOT's standard letter) to land owners.

60% Plan Review Checklist

SP Number : _____

Designer : _____

Reviewed By : _____

Date : _____

Inplace Utility Tabulation

Page 1 of 1

- | | |
|--|--|
| <input type="checkbox"/> Check to see that the 30% Plan Review comments have been addressed in the 60% Plan. | <input type="checkbox"/> File name, plot name and date of plot at lower left |
| <input type="checkbox"/> Other items that may have been changed or added since the 30% review | <input type="checkbox"/> Sheet title at lower right |
| <input type="checkbox"/> Finalize Utility Impacts | <input type="checkbox"/> S.P. number with T.H. designation at lower right |
| <input type="checkbox"/> Public utility relocation design and plans | <input type="checkbox"/> Comparison with Sample Plan completed |
| <input type="checkbox"/> Major private utility plans | <input type="checkbox"/> Sample Plan Narrative and Checklist reviewed |
| <input type="checkbox"/> All text is legible and there is no text on top of text or lines going through text | <input type="checkbox"/> Complies with CADD Data Standards (i.e. level, line style, line weight, text size, cells, etc.) |
| <input type="checkbox"/> Drawn by: and Checked by: Initials included | |
| <input type="checkbox"/> Text reads from the right side of the sheet or from the bottom of the sheet | |

Inplace Utility Plans

Page 1 of 1

- | | |
|--|--|
| <input type="checkbox"/> Check to see that the 30% Plan Review comments have been addressed in the 60% Plan. | <input type="checkbox"/> File name, plot name and date of plot at lower left |
| <input type="checkbox"/> Other items that may have been changed or added since the 30% review | <input type="checkbox"/> Sheet title at lower right |
| <input type="checkbox"/> Clear Zone shown | <input type="checkbox"/> Comparison with Sample Plan completed |
| <input type="checkbox"/> Text reads from the right side of the sheet or from the bottom of the sheet | <input type="checkbox"/> Sample Plan Narrative and Checklist reviewed |
| <input type="checkbox"/> All text is legible and there is no text on top of text or lines going through text | <input type="checkbox"/> Complies with CADD Data Standards (i.e. level, line style, line weight, text size, cells, etc.) |
| <input type="checkbox"/> Drawn by: and Checked by: Initials included | |

60% Plan Review Checklist

SP Number : _____

Designer : _____

Reviewed By : _____

Date : _____

Typical Sections

Page 1 of 1

- | | |
|---|---|
| <p><input type="checkbox"/> The following items are shown and properly labeled:</p> <ul style="list-style-type: none"><input type="checkbox"/> Centerlines<input type="checkbox"/> Profile grade locations<input type="checkbox"/> Grading grade<input type="checkbox"/> Existing ground line<input type="checkbox"/> Roadway and shoulder slopes<input type="checkbox"/> Minimum slope dressing<input type="checkbox"/> Curb and C&G <p><input type="checkbox"/> The following items are shown:</p> <ul style="list-style-type: none"><input type="checkbox"/> Roadway dimensions<input type="checkbox"/> Shoulder dimensions<input type="checkbox"/> Dimensions to P.I. shown <p><input type="checkbox"/> Typical sections comply with Final Materials Design Recommendations</p> <p><input type="checkbox"/> Pavement and base depths and materials</p> <p><input type="checkbox"/> Subcut depths</p> <p><input type="checkbox"/> Limits of muck excavation</p> <p><input type="checkbox"/> Backfill material</p> <p><input type="checkbox"/> Typical sections comply with the project memo/study report and the layout</p> <p><input type="checkbox"/> Is safety edge required? Include Detail</p> <p><input type="checkbox"/> Station limits and dimensions agree with construction plan</p> <p><input type="checkbox"/> Surface cross-slopes agree with superelevation plan</p> <p><input type="checkbox"/> General Notes: on 1st sheet or all</p> | <p><input type="checkbox"/> Note indicating maximum 0.07 rollover in superelevation areas</p> <p><input type="checkbox"/> Label "ft/ft" on cross slopes or use a note</p> <p><input type="checkbox"/> Text reads from the right side of the sheet or from the bottom of the sheet</p> <p><input type="checkbox"/> All text is legible and there is no text on top of text or lines going through text</p> <p><input type="checkbox"/> Drawn by: and Checked by: Initials included</p> <p><input type="checkbox"/> File name, plot name and date of plot at lower left</p> <p><input type="checkbox"/> Sheet title at lower right</p> <p><input type="checkbox"/> S.P. number with T.H. designation at lower right</p> <p><input type="checkbox"/> Comparison with Sample Plan completed</p> <p><input type="checkbox"/> Sample Plan Narrative and Checklist reviewed</p> <p><input type="checkbox"/> Complies with CADD Data Standards (i.e. level, line style, line weight, text size, cells, etc.)</p> <p><input type="checkbox"/> Check to see that the 30% Plan Review comments have been addressed in the 60% Plan.</p> <p><input type="checkbox"/> Other items that may have been changed or added since the 30% review</p> |
|---|---|

60% Plan Review Checklist

SP Number : _____
Designer : _____
Reviewed By : _____
Date : _____

Standard Plan Sheets

Page 1 of 1

- | | |
|--|--|
| <input type="checkbox"/> Standard Plans in numerical order | <input type="checkbox"/> See sample plan for examples on how to modify standard plan |
| <input type="checkbox"/> Current sheet only | <input type="checkbox"/> Comparison with Sample Plan completed |
| <input type="checkbox"/> File name, plot name and date of plot at lower left | <input type="checkbox"/> Sample Plan Narrative and Checklist reviewed |
| <input type="checkbox"/> Sheet title at lower right | <input type="checkbox"/> Complies with CADD Data Standards (i.e. level, line style, line weight, text size, cells, etc.) |
| <input type="checkbox"/> S.P. number with T.H. designation at lower right | |

Staging Plans

Page 1 of 1

- | | |
|---|--|
| <input type="checkbox"/> Legend | <input type="checkbox"/> Text reads from the right side of the sheet or from the bottom of the sheet |
| <input type="checkbox"/> Permanent Construction Hatched | <input type="checkbox"/> All text is legible and there is no text on top of text or lines going through text |
| <input type="checkbox"/> Temporary Construction Hatched | <input type="checkbox"/> Drawn by: and Checked by: Initials included |
| <input type="checkbox"/> Removals Hatched | <input type="checkbox"/> File name, plot name and date of plot at lower left |
| <input type="checkbox"/> Traffic Flow | <input type="checkbox"/> Sheet title at lower right |
| <input type="checkbox"/> Portable Concrete Barrier and Impact Attenuators unless shown in Traffic Control Plans | <input type="checkbox"/> S.P. number with T.H. designation at lower right |
| <input type="checkbox"/> Inplace Pavement Dashed | <input type="checkbox"/> Comparison with Sample Plan completed |
| <input type="checkbox"/> Traffic and Construction Narrative | <input type="checkbox"/> Sample Plan Narrative and Checklist reviewed |
| <input type="checkbox"/> Roadways labeled | <input type="checkbox"/> Complies with CADD Data Standards (i.e. level, line style, line weight, text size, cells, etc.) |
| <input type="checkbox"/> Coordinate with Construction and Traffic | |

60% Plan Review Checklist

SP Number : _____

Designer : _____

Reviewed By : _____

Date : _____

Alignment Plan

Page 1 of 1

- | | |
|--|--|
| <input type="checkbox"/> Check to see that the 30% Plan Review comments have been addressed in the 60% Plan. | <input type="checkbox"/> File name, plot name and date of plot at lower left |
| <input type="checkbox"/> Other items that may have been changed or added since the 30% review | <input type="checkbox"/> Sheet title at lower right |
| <input type="checkbox"/> Text reads from the right side of the sheet or from the bottom of the sheet | <input type="checkbox"/> S.P. number with T.H. designation at lower right |
| <input type="checkbox"/> All text is legible and there is no text on top of text or lines going through text | <input type="checkbox"/> Comparison with Sample Plan completed |
| <input type="checkbox"/> Drawn by: and Checked by: Initials included | <input type="checkbox"/> Sample Plan Narrative and Checklist reviewed |
| | <input type="checkbox"/> Complies with CADD Data Standards (i.e. level, line style, line weight, text size, cells, etc.) |

Alignment Tabulation

Page 1 of 1

- | | |
|--|--|
| <input type="checkbox"/> Check to see that the 30% Plan Review comments have been addressed in the 60% Plan. | <input type="checkbox"/> File name, plot name and date of plot at lower left |
| <input type="checkbox"/> Other items that may have been changed or added since the 30% review | <input type="checkbox"/> Sheet title at lower right |
| <input type="checkbox"/> Text reads from the right side of the sheet or from the bottom of the sheet | <input type="checkbox"/> S.P. number with T.H. designation at lower right |
| <input type="checkbox"/> All text is legible and there is no text on top of text or lines going through text | <input type="checkbox"/> Comparison with Sample Plan completed |
| <input type="checkbox"/> Drawn by: and Checked by: Initials included | <input type="checkbox"/> Sample Plan Narrative and Checklist reviewed |
| | <input type="checkbox"/> Complies with CADD Data Standards (i.e. level, line style, line weight, text size, cells, etc.) |

60% Plan Review Checklist

SP Number : _____

Designer : _____

Reviewed By : _____

Date : _____

Topography Plans

Page 1 of 1

- | | |
|--|--|
| <input type="checkbox"/> Check to see that the 30% Plan Review comments have been addressed in the 60% Plan. | <input type="checkbox"/> File name, plot name and date of plot at lower left |
| <input type="checkbox"/> Other items that may have been changed or added since the 30% review | <input type="checkbox"/> Sheet title at lower right |
| <input type="checkbox"/> Text reads from the right side of the sheet or from the bottom of the sheet | <input type="checkbox"/> S.P. number with T.H. designation at lower right |
| <input type="checkbox"/> All text is legible and there is no text on top of text or lines going through text | <input type="checkbox"/> Comparison with Sample Plan completed |
| <input type="checkbox"/> Drawn by: and Checked by: Initials included | <input type="checkbox"/> Sample Plan Narrative and Checklist reviewed |
| | <input type="checkbox"/> Complies with CADD Data Standards (i.e. level, line style, line weight, text size, cells, etc.) |

Note: Removal items may be included on the Topography Plans

60% Plan Review Checklist

SP Number : _____

Designer : _____

Reviewed By : _____

Date : _____

Removal Plans

Page 1 of 1

- | | |
|--|---|
| <ul style="list-style-type: none"><input type="checkbox"/> The following items are shown and properly labeled:<ul style="list-style-type: none"><input type="checkbox"/> All roadway alignments (including equations)<input type="checkbox"/> At least two stations for each alignment on each sheet<input type="checkbox"/> R/W and Easements<input type="checkbox"/> Construction Limits<input type="checkbox"/> Bridges (Proposed/Inp.)<input type="checkbox"/> Roadways Labeled<input type="checkbox"/> All Pipe Sewer Removals, Pipe Culvert Removals, Structure Removals (CB, MH, DI, etc) and Apron Removals<input type="checkbox"/> All Abandon In-Place Pipe Sewer, Pipe Culverts, and Structures<input type="checkbox"/> Include TAMS Hydinfra ID numbers for Pipes/Culverts, MH's, CB's, and DI's; include 6,000 series numbers for aprons<input type="checkbox"/> Wetland Number and Type<input type="checkbox"/> Beginning and End of Construction<input type="checkbox"/> Scale<input type="checkbox"/> North Arrow<input type="checkbox"/> Legend which clearly indicates removal items, match pay item descriptions (See Removal Patterns and Line Styles microstation file)<input type="checkbox"/> Removal items included on the Removals tabulation | <ul style="list-style-type: none"><input type="checkbox"/> Miscellaneous Drainage Tab – Include all Pipe Sewer, Pipe Culverts, CB's, MH's, DI's, and Aprons to be removed or abandoned in-place along with the TAMS ID's for the pipes, culverts, CB's, MH's, DI's (aprons will have a 6,000 series number).<input type="checkbox"/> Determine Trees to be removed on the project, check trees in the Clear Zone, work with Traffic Safety Area Manager and pull accident history, see Tech memo 17-04-ENV-02. Work with Project Manager and Maintenance to determine if contractor or maintenance will perform the work.<input type="checkbox"/> Legends and Patterning must match<input type="checkbox"/> Text reads from the right side of the sheet or from the bottom of the sheet<input type="checkbox"/> All text is legible and there is no text on top of text or lines going through text<input type="checkbox"/> Drawn by: and Checked by: Initials included<input type="checkbox"/> File name, plot name and date of plot at lower left<input type="checkbox"/> Sheet title at lower right<input type="checkbox"/> S.P. number with T.H. designation at lower right<input type="checkbox"/> Comparison with Sample Plan completed<input type="checkbox"/> Sample Plan Narrative and Checklist reviewed<input type="checkbox"/> Complies with CADD Data Standards (i.e. level, line style, line weight, text size, cells, etc.) |
|--|---|

Note: Removal items may be included on the Topography Plans (not recommended when there is a lot of drainage removal work on the project)

60% Plan Review Checklist

SP Number : _____

Designer : _____

Reviewed By : _____

Date : _____

Construction Plans

Page 1 of 1

- | | |
|---|---|
| <input type="checkbox"/> The following items are shown and properly labeled: <ul style="list-style-type: none"><input type="checkbox"/> Roadway alignments (including equations)<input type="checkbox"/> At least two stations for each alignment on each sheet<input type="checkbox"/> Curb and C&G<input type="checkbox"/> Pedestrian ramps<input type="checkbox"/> Medians<input type="checkbox"/> Median noses<input type="checkbox"/> Walls<input type="checkbox"/> Bridges (Proposed/Inp.)<input type="checkbox"/> Inplace railroads<input type="checkbox"/> Inplace roadways adjacent to the proposed construction<input type="checkbox"/> Inplace lakes, rivers, creeks<input type="checkbox"/> Areas of environmental sensitivity<input type="checkbox"/> Wetland Number and Type<input type="checkbox"/> R/W and Easements<input type="checkbox"/> Construction Limits<input type="checkbox"/> Label Trunk Highways (Ex TH 35W NB) | <input type="checkbox"/> North Arrow and Legend |
| <input type="checkbox"/> Beginning and End of Project | <input type="checkbox"/> Special Structures – Coordination with Bridge Office |
| <input type="checkbox"/> Beginning and End of Construction | <input type="checkbox"/> Patterns in legend match the patterns in the plan |
| <input type="checkbox"/> Roadway and shoulder dimensions | <input type="checkbox"/> City, County and Corporate Limits |
| <input type="checkbox"/> Paths/walks labeled and dimensioned | <input type="checkbox"/> Plan Sheet Location box (on projects with complicated plan sheet layouts) (optional) |
| <input type="checkbox"/> Taper rates and pluses shown. Taper rates should be shown as 1:x, not x:1. | <input type="checkbox"/> Note(s) referring to details |
| <input type="checkbox"/> Taper lengths computed correctly | <input type="checkbox"/> Text reads from the right side of the sheet or from the bottom of the sheet |
| <input type="checkbox"/> Intersection radii, nose and other relevant pluses shown | <input type="checkbox"/> All text is legible and there is no text on top of text or lines going through text |
| <input type="checkbox"/> Proposed guardrail runs parallel to the alignment. | <input type="checkbox"/> Drawn by: and Checked by: Initials included |
| <input type="checkbox"/> Direction of traffic arrows | <input type="checkbox"/> File name, plot name and date of plot at lower left |
| <input type="checkbox"/> Noses identified by Stnd. Plate | <input type="checkbox"/> Sheet title at lower right |
| <input type="checkbox"/> Clear Zone shown | <input type="checkbox"/> S.P. number with T.H. designation at lower right |
| <input type="checkbox"/> Scale | <input type="checkbox"/> Sample Plan Narrative and Checklist reviewed |
| | <input type="checkbox"/> Comparison with Sample Plan completed |
| | <input type="checkbox"/> Complies with CADD Data Standards (i.e. level, line style, line weight, text size, cells, etc. |
| | <input type="checkbox"/> Check to see that the 30% Plan Review comments have been addressed in the 60% Plan. |
| | <input type="checkbox"/> Other items that may have been changed or added since the 30% review |

60% Plan Review Checklist

SP Number : _____
Designer : _____
Reviewed By : _____
Date : _____

Intersection Details

Page 1 of 1

- | | |
|---|--|
| <input type="checkbox"/> Check to see that the 30% Plan Review comments have been addressed in the 60% Plan. | <input type="checkbox"/> Drawn by: and Checked by: Initials included |
| <input type="checkbox"/> Check items that may have been changed or added since the 30% review | <input type="checkbox"/> File name, plot name and date of plot at lower left |
| <input type="checkbox"/> Coordinate with MnDOT ADA Office. Complete ADA Plan Review Checklist 1 form located on their website and submit for review:

https://www.dot.state.mn.us/ada/design.html | <input type="checkbox"/> Sheet title at lower right |
| <input type="checkbox"/> Text reads from the right side of the sheet or from the bottom of the sheet | <input type="checkbox"/> S.P. number with T.H. designation at lower right |
| <input type="checkbox"/> All text is legible and there is no text on top of text or lines going through text | <input type="checkbox"/> Comparison with Sample Plan completed |
| | <input type="checkbox"/> Sample Plan Narrative and Checklist reviewed |
| | <input type="checkbox"/> Complies with CADD Data Standards (i.e. level, line style, line weight, text size, cells, etc.) |

60% Plan Review Checklist

SP Number : _____
Designer : _____
Reviewed By : _____
Date : _____

Profiles

Page 1 of 1

- | | |
|--|--|
| <input type="checkbox"/> Vertical control note (Design needs to get this from the Surveys section) | <input type="checkbox"/> Even increment elevations are shown on both sides of the sheet |
| <input type="checkbox"/> Direction of traffic arrows shown correctly | <input type="checkbox"/> Stationing is shown along the bottom of the sheet |
| <input type="checkbox"/> Profile information agrees with information in the .gpk file: <ul style="list-style-type: none"><input type="checkbox"/> Grades<input type="checkbox"/> High and low points<input type="checkbox"/> PVC station and elevation<input type="checkbox"/> PVI station and elevation<input type="checkbox"/> PVT station and elevation<input type="checkbox"/> Beginning and end of profile station and elevation | <input type="checkbox"/> Text reads from the right side of the sheet or from the bottom of the sheet |
| <input type="checkbox"/> Grade at profile tie-in points at the beginning/end of profiles | <input type="checkbox"/> All text is legible and there is no text on top of text or lines going through text |
| <input type="checkbox"/> Ties to other alignments at the beginning/end of profile shown vertically (including the vertical line) | <input type="checkbox"/> Drawn by: and Checked by: Initials included |
| <input type="checkbox"/> Subgrade excavation depth and tapers (may or may not be included in 30% plan). Tapers should be shown as 1:x, not x:1. | <input type="checkbox"/> File name, plot name and date of plot at lower left |
| <input type="checkbox"/> Profile grade, grading grade, and existing ground line labeled | <input type="checkbox"/> Sheet title at lower right |
| <input type="checkbox"/> Muck/rock excavation shown and labeled correctly | <input type="checkbox"/> S.P. number with T.H. designation at lower right |
| <input type="checkbox"/> Design speed criteria are met | <input type="checkbox"/> Comparison with Sample Plan completed |
| <input type="checkbox"/> Bridges (Prop./Inp.) shown and labeled | <input type="checkbox"/> Sample Plan Narrative and Checklist reviewed |
| <input type="checkbox"/> Bridge excavation shown/Backfill w/?? material | <input type="checkbox"/> Complies with CADD Data Standards (i.e. level, line style, line weight, text size, cells, etc.) |
| <input type="checkbox"/> Bridge clearances checked | <input type="checkbox"/> Check to see that the 30% Plan Review comments have been addressed in the 60% Plan. |
| <input type="checkbox"/> Stationing at crossing roadways/railroads shown | <input type="checkbox"/> Other items that may have been changed or added since the 30% review |
| <input type="checkbox"/> Show Station Equations with Elevations and show gap | <input type="checkbox"/> Vertical Control note (may or may not have been included in 30% plan) |
| | <input type="checkbox"/> Subgrade excavation depth and tapers (may or may not have been included in 30% plan) |

60% Plan Review Checklist

SP Number : _____
Designer : _____
Reviewed By : _____
Date : _____

Concrete Paving Plan and Details

Page 1 of 1

- | | |
|---|--|
| <input type="checkbox"/> The following items are shown and properly labeled: | <input type="checkbox"/> For Gore areas, Place a Note referring to Standard Plans |
| <input type="checkbox"/> Roadway alignments (including equations) | <input type="checkbox"/> Coordinate with Concrete Office |
| <input type="checkbox"/> At least two stations for each alignment on each sheet | <input type="checkbox"/> North Arrow |
| <input type="checkbox"/> Curb and C&G | <input type="checkbox"/> Legend |
| <input type="checkbox"/> Raised medians | <input type="checkbox"/> Plan Sheet Location box (on projects with complicated plan sheet layouts) (optional) |
| <input type="checkbox"/> Joints | |
| <input type="checkbox"/> Headers | |
| <input type="checkbox"/> Bridges (Prop./Inp.) | |
| <input type="checkbox"/> The following items are shown: | <input type="checkbox"/> Note(s) referring to details |
| <input type="checkbox"/> Construction notes on first sheet | <input type="checkbox"/> Text reads from the right side of the sheet or from the bottom of the sheet |
| <input type="checkbox"/> Uniform panel lengths | <input type="checkbox"/> All text is legible and there is no text on top of text or lines going through text |
| <input type="checkbox"/> Pavement thickness | |
| <input type="checkbox"/> Taper rates and pluses (Taper rates should be shown as 1:x, not x:1). | <input type="checkbox"/> Drawn by: and Checked by: Initials included |
| <input type="checkbox"/> Beginning and End of Construction | <input type="checkbox"/> File name, plot name and date of plot at lower left |
| <input type="checkbox"/> Roadway and shoulder dimensions | <input type="checkbox"/> Sheet title at lower right |
| <input type="checkbox"/> Pavement design complies with the Project Memo, soils letter, and the typical sections | <input type="checkbox"/> S.P. number with T.H. designation at lower right |
| <input type="checkbox"/> Panel dimensions | <input type="checkbox"/> Comparison with Sample Plan completed |
| <input type="checkbox"/> Reinforced panels over culverts (patterned) Supplemental Pavement Reinforcement | <input type="checkbox"/> Sample Plan Narrative and Checklist reviewed |
| <input type="checkbox"/> Taper lengths computed correctly | |
| <input type="checkbox"/> Scale | <input type="checkbox"/> Complies with CADD Data Standards (i.e. level, line style, line weight, text size, cells, etc.) |

60% Plan Review Checklist

SP Number : _____

Designer : _____

Reviewed By : _____

Date : _____

Bituminous Paving Details

Page 1 of 1

- | | |
|---|--|
| <input type="checkbox"/> The following items are shown and properly labeled: | <input type="checkbox"/> Text reads from the right side of the sheet or from the bottom of the sheet |
| <input type="checkbox"/> Roadway alignments (including equations) | <input type="checkbox"/> All text is legible and there is no text on top of text or lines going through text |
| <input type="checkbox"/> At least two stations for each alignment on each sheet | <input type="checkbox"/> Drawn by: and Checked by: Initials included |
| <input type="checkbox"/> Curb and C&G | <input type="checkbox"/> File name, plot name and date of plot at lower left |
| <input type="checkbox"/> Raised medians | <input type="checkbox"/> Sheet title at lower right |
| <input type="checkbox"/> Bridges (Prop./Inp.) | <input type="checkbox"/> S.P. number with T.H. designation at lower right |
| <input type="checkbox"/> Roadway and shoulder dimensions | <input type="checkbox"/> Comparison with Sample Plan completed |
| <input type="checkbox"/> Pavement design complies with the Project Memo, soils letter, and the typical sections | <input type="checkbox"/> Sample Plan Narrative and Checklist reviewed |
| <input type="checkbox"/> Taper rates and pluses shown. Taper rates should be shown as 1:x, not x:1. | <input type="checkbox"/> Complies with CADD Data Standards (i.e. level, line style, line weight, text size, cells, etc.) |
| <input type="checkbox"/> Taper lengths computed correctly | |
| <input type="checkbox"/> Scale | |
| <input type="checkbox"/> Legend | |

60% Plan Review Checklist

SP Number : _____
Designer : _____
Reviewed By : _____
Date : _____

Superelevation Plans

Page 1 of 1

- | | |
|--|--|
| <input type="checkbox"/> The following items are shown and properly labeled: <ul style="list-style-type: none"><input type="checkbox"/> Roadway alignments (including equations)<input type="checkbox"/> At least two stations for each alignment on each sheet<input type="checkbox"/> Walls<input type="checkbox"/> Bridges | <input type="checkbox"/> Label High/Low points |
| <input type="checkbox"/> Beginning and End of Construction | <input type="checkbox"/> Plan Sheet Location box (on projects with complicated plan sheet layouts) (optional) |
| <input type="checkbox"/> Roadway and shoulder dimensions | <input type="checkbox"/> Text reads from the right side of the sheet or from the bottom of the sheet |
| <input type="checkbox"/> Superelevation transitions patterned | <input type="checkbox"/> All text is legible and there is no text on top of text or lines going through text |
| <input type="checkbox"/> Station pluses and cross-slopes where superelevation transition begins and ends and where the superelevation is zero
Format cross slope text as 0.02 | <input type="checkbox"/> Drawn by: and Checked by: Initials included |
| <input type="checkbox"/> Superelevation transition lengths computed correctly | <input type="checkbox"/> File name, plot name and date of plot at lower left |
| <input type="checkbox"/> Label "ft/ft" on cross slopes or use a note | <input type="checkbox"/> Sheet title at lower right |
| <input type="checkbox"/> Examine superelevation transitions for low points | <input type="checkbox"/> S.P. number with T.H. designation at lower right |
| <input type="checkbox"/> Clear Zone shown | <input type="checkbox"/> Comparison with Sample Plan completed |
| <input type="checkbox"/> Scale | <input type="checkbox"/> Sample Plan Narrative and Checklist reviewed |
| <input type="checkbox"/> North Arrow | <input type="checkbox"/> Complies with CADD Data Standards (i.e. level, line style, line weight, text size, cells, etc.) |
| <input type="checkbox"/> Legend | <input type="checkbox"/> Check to see that the 30% Plan Review comments have been addressed in the 60% Plan. |
| <input type="checkbox"/> Patterns in legend match the patterns in the plan | <input type="checkbox"/> Other items that may have been changed or added since the 30% review |

Note: Superelevation Plan may be included with the Drainage Plan

60% Plan Review Checklist

SP Number : _____

Designer : _____

Reviewed By : _____

Date : _____

Retaining Wall Plans and Profiles

Page 1 of 1

- | | |
|---|--|
| <ul style="list-style-type: none"><input type="checkbox"/> The following items in the area of the retaining wall are shown and properly labeled:<ul style="list-style-type: none"><input type="checkbox"/> Roadways (including centerline and stationing)<input type="checkbox"/> Walks<input type="checkbox"/> Paths<input type="checkbox"/> Other walls
<input type="checkbox"/> Decision has been made for "Type" of retaining wall (ex. CIP, Sheet Pile, MSE, Block, etc.) Coordinate with foundations and bridge.
<input type="checkbox"/> All special designs, such as Moment Slabs, Oversized R-walls, N-walls on top of R-walls, need to be design by a consultant or MnDOT bridge.
<input type="checkbox"/> Beginning and End of Construction
<input type="checkbox"/> Scale
<input type="checkbox"/> North Arrow
<input type="checkbox"/> The following items are shown and properly labeled:<ul style="list-style-type: none"><input type="checkbox"/> Top of railing (or Parapet)<input type="checkbox"/> Top of Retaining Wall<input type="checkbox"/> Finished groundline at front face<input type="checkbox"/> Inplace groundline<input type="checkbox"/> Top of footing<input type="checkbox"/> Bottom of footing<input type="checkbox"/> Any inplace utilities, sewer pipes or culverts which are to remain | <ul style="list-style-type: none"><input type="checkbox"/> Any utilities, sewer pipes or culverts that will be installed
<input type="checkbox"/> If not shown in tabulation form, the elevations of the following items should be shown at each wall joint:<ul style="list-style-type: none"><input type="checkbox"/> Top of railing (or Parapet)<input type="checkbox"/> Top of Wall<input type="checkbox"/> Finished Groundline at Front Face<input type="checkbox"/> Top of Footing<input type="checkbox"/> Bottom of Footing
<input type="checkbox"/> If not shown in tabulation form, the station of the each joint is shown
<input type="checkbox"/> Text reads from the right side of the sheet or from the bottom of the sheet
<input type="checkbox"/> All text is legible and there is no text on top of text or lines going through text
<input type="checkbox"/> Sheet title at lower right
<input type="checkbox"/> S.P. number with T.H. designation at lower right
<input type="checkbox"/> Comparison with Sample Plan completed
<input type="checkbox"/> Sample Plan Narrative and Checklist reviewed
<input type="checkbox"/> Complies with CADD Data Standards (i.e. level, line style, line weight, text size, cells, etc) |
|---|--|

60% Plan Review Checklist

SP Number : _____

Designer : _____

Reviewed By : _____

Date : _____

Retaining Wall Tabulations (Cast In Place)

Page 1 of 1

- | | |
|--|--|
| <input type="checkbox"/> If not shown on the profile, the elevations of the following items should be shown at each joint: <ul style="list-style-type: none"><input type="checkbox"/> Top of Railing (or Parapet)<input type="checkbox"/> Top of Wall<input type="checkbox"/> Finished groundline at Front Face<input type="checkbox"/> Top of Footing<input type="checkbox"/> Bottom of Footing | <input type="checkbox"/> All text is legible and there is no text on top of text or lines going through text |
| <input type="checkbox"/> Joint Station | <input type="checkbox"/> Drawn by: and Checked by: Initials included |
| <input type="checkbox"/> Joint XY coordinates | <input type="checkbox"/> File name, plot name and date of plot at lower left |
| <input type="checkbox"/> Panel Height | <input type="checkbox"/> Sheet title at lower right |
| <input type="checkbox"/> Panel Length | <input type="checkbox"/> S.P. number with T.H. designation at lower right |
| <input type="checkbox"/> Concrete quantity for each panel | <input type="checkbox"/> For all types of wall examples, see sample plan |
| <input type="checkbox"/> Reinforcement quantity for each panel | <input type="checkbox"/> Sample Plan Narrative and Checklist reviewed |
| | <input type="checkbox"/> Complies with CADD Data Standards (i.e. level, line style, line weight, text size, cells, etc.) |

60% Plan Review Checklist

SP Number : _____
Designer : _____
Reviewed By : _____
Date : _____

Noise Wall Profiles/Concrete Post and Wood Plank

Page 1 of 1

- | | |
|---|--|
| <input type="checkbox"/> The following items are shown and properly labeled: | <input type="checkbox"/> Text reads from the right side of the sheet or from the bottom of the sheet |
| <input type="checkbox"/> Top and Bottom of Noise Wall | <input type="checkbox"/> All text is legible and there is no text on top of text or lines going through text |
| <input type="checkbox"/> Ground Elevation at face of wall | <input type="checkbox"/> Drawn by: and Checked by: Initials included |
| <input type="checkbox"/> Inplace Groundlines | <input type="checkbox"/> File name, plot name and date of plot at lower left |
| <input type="checkbox"/> Depth of Post Embedment | <input type="checkbox"/> Sheet title at lower right |
| <input type="checkbox"/> Any inplace utilities, sewer pipes or culverts which are to remain | <input type="checkbox"/> S.P. number with T.H. designation at lower right |
| <input type="checkbox"/> Any utilities, sewer pipes or culverts that will be installed | <input type="checkbox"/> Comparison with Sample Plan completed |
| <input type="checkbox"/> Station of each post/joint | <input type="checkbox"/> Sample Plan Narrative and Checklist reviewed |
| <input type="checkbox"/> Elevations along the top of wall | <input type="checkbox"/> Complies with CADD Data Standards (i.e. level, line style, line weight, text size, cells, etc.) |
| <input type="checkbox"/> Every 10 th post numbered | |
| <input type="checkbox"/> Stationing along bottom of profile | |
| <input type="checkbox"/> Even increment elevations on both sides of sheet | |

Noise Wall Tabulations

Page 1 of 1

- | | |
|--|--|
| <input type="checkbox"/> Using most up to date Excel file | <input type="checkbox"/> Text reads from the right side of the sheet or from the bottom of the sheet |
| <input type="checkbox"/> Post number and station | <input type="checkbox"/> All text is legible and there is no text on top of text or lines going through text |
| <input type="checkbox"/> Ground Elevation | <input type="checkbox"/> Drawn by: and Checked by: Initials included |
| <input type="checkbox"/> Slope | <input type="checkbox"/> File name, plot name and date of plot at lower left |
| <input type="checkbox"/> Top of Wall Elevation | <input type="checkbox"/> Sheet title at lower right |
| <input type="checkbox"/> Area | <input type="checkbox"/> S.P. number with T.H. designation at lower right |
| <input type="checkbox"/> Post Length | <input type="checkbox"/> Comparison with Sample Plan completed |
| <input type="checkbox"/> Post Embedment | <input type="checkbox"/> Sample Plan Narrative and Checklist reviewed |
| <input type="checkbox"/> Bottom of Embedment | <input type="checkbox"/> Complies with CADD Data Standards (i.e. level, line style, line weight, text size, cells, etc.) |
| <input type="checkbox"/> Fine Filter Aggregate or structural concrete (1A43), discuss with foundations | |
| <input type="checkbox"/> Check for need of guardrail or rubrail | |

60% Plan Review Checklist

SP Number : _____

Designer : _____

Reviewed By : _____

Date : _____

Noise Wall Details

Page 1 of 1

- | | |
|--|--|
| <input type="checkbox"/> Location of wall alignment in relation to the wall is indicated | <input type="checkbox"/> All text is legible and there is no text on top of text or lines going through text |
| <input type="checkbox"/> Station range that detail applies to, if not the entire wall | <input type="checkbox"/> Drawn by: and Checked by: Initials included |
| <input type="checkbox"/> Slopes | <input type="checkbox"/> File name, plot name and date of plot at lower left |
| <input type="checkbox"/> Width of slopes | <input type="checkbox"/> Sheet title at lower right |
| <input type="checkbox"/> Inplace groundline | <input type="checkbox"/> S.P. number with T.H. designation at lower right |
| <input type="checkbox"/> Limits of excavation | <input type="checkbox"/> Comparison with Sample Plan completed |
| <input type="checkbox"/> Backfill material | <input type="checkbox"/> Sample Plan Narrative and Checklist reviewed |
| <input type="checkbox"/> Confirm any Special Treatment Details | <input type="checkbox"/> Complies with CADD Data Standards (i.e. level, line style, line weight, text size, cells, etc.) |
| <input type="checkbox"/> Text reads from the right side of the sheet or from the bottom of the sheet | |

60% Plan Review Checklist

SP Number : _____

Designer : _____

Reviewed By : _____

Date : _____

Drainage Plans

Page 1 of 1

- | | |
|--|--|
| <input type="checkbox"/> The following items are shown and properly labeled: | <input type="checkbox"/> Coordinate with WRE to let them know when 30/60/95% plans will be submitted for review, so that they can get you the drainage information prior to the 30/60/95% completion points. |
| <input type="checkbox"/> All roadway alignments (including equations) | <input type="checkbox"/> . |
| <input type="checkbox"/> At least two stations for each alignment on each sheet | <input type="checkbox"/> Proposed ditch blocks |
| <input type="checkbox"/> Walls | <input type="checkbox"/> Basin Signage |
| <input type="checkbox"/> Bridges | <input type="checkbox"/> Note(s) referring to drainage profiles, tabulations and details |
| <input type="checkbox"/> Paths/Walks | |
| <input type="checkbox"/> Lakes, Rivers, Creeks | <input type="checkbox"/> Scale |
| <input type="checkbox"/> Areas of environmental sensitivity | <input type="checkbox"/> North Arrow |
| <input type="checkbox"/> Wetland number and type | <input type="checkbox"/> Legend – if lining, include symbology |
| <input type="checkbox"/> R/W and Easements | <input type="checkbox"/> Plan Sheet Location box (on projects with complicated plan sheet layouts) (optional) |
| <input type="checkbox"/> Beginning and End of Construction | <input type="checkbox"/> Text reads from the right side of the sheet or from the bottom of the sheet |
| <input type="checkbox"/> Inplace drainage structures and pipe <u>culverts</u> , with TAMS ID numbers and aprons with 6,000 series numbers – Only if work is being done on them or on the storm sewer between them and they are staying inplace | <input type="checkbox"/> All text is legible, not upside down, and there is no text on top of text or lines going through text |
| <input type="checkbox"/> Pipe Sewer and Pipe Culvert Linings along with TAMS ID | <input type="checkbox"/> Drawn by: and Checked by: Initials included |
| <input type="checkbox"/> Frame and Ring Casting Adjustments and Replacements along with TAMS ID and note | <input type="checkbox"/> File name, plot name and date of plot at lower left |
| <input type="checkbox"/> Misc. Structure Repairs (Grouting, Partial Rebuilds, etc.) along with TAMS ID and note | <input type="checkbox"/> Sheet title at lower right |
| <input type="checkbox"/> Proposed drainage structures and aprons, with 5,000 series numbers, and aprons , labeled | <input type="checkbox"/> S.P. number with T.H. designation at lower right |
| <input type="checkbox"/> Wet Pond, Filtration, and Infiltration Basin with Bottom Elevation, Normal Water Line and High Water Line data shown (Include if possible at this point) | <input type="checkbox"/> Comparison with Sample Plan completed |
| <input type="checkbox"/> High and Low Point station and elevation shown | <input type="checkbox"/> Sample Plan Narrative and Checklist reviewed |
| <input type="checkbox"/> Roadway and shoulder dimensions | <input type="checkbox"/> Complies with CADD Data Standards (i.e. level, line style, line weight, text size, cells, etc.) |
| <input type="checkbox"/> Direction of surface flow arrows and storm sewer flow direction arrows | <input type="checkbox"/> Between the 60% and 90%, review to make sure all information is correct |
| <input type="checkbox"/> Riprap locations | |
| <input type="checkbox"/> Clear Zone shown | |

Note: Superelevation and Erosion Control information may be shown on Drainage Plan sheets

60% Plan Review Checklist

SP Number : _____

Designer : _____

Reviewed By : _____

Date : _____

Drainage Profiles

Page 1 of 1

- | | |
|---|---|
| <p><input type="checkbox"/> The following items are shown and properly labeled:</p> <ul style="list-style-type: none"><input type="checkbox"/> Elbows<input type="checkbox"/> Bends<input type="checkbox"/> Reducers<input type="checkbox"/> Inplace and Proposed Groundlines<input type="checkbox"/> Utilities adjacent to structures or pipes<input type="checkbox"/> Top of Casting and Flow Line Elevations<input type="checkbox"/> Stationing and Elevations <p><input type="checkbox"/> Pipes are labeled with the following information:</p> <ul style="list-style-type: none"><input type="checkbox"/> Type (material)<input type="checkbox"/> Diameter<input type="checkbox"/> Length<input type="checkbox"/> Slope<input type="checkbox"/> Class (if other than class II)<input type="checkbox"/> RC Apron or Safety Apron <p><input type="checkbox"/> The following items are accurate when spot-checked:</p> <ul style="list-style-type: none"><input type="checkbox"/> Structure station and offset | <ul style="list-style-type: none"><input type="checkbox"/> Elevation<input type="checkbox"/> Pipe lengths<input type="checkbox"/> Grades <p><input type="checkbox"/> Any inplace structures or pipes are shown dashed</p> <p><input type="checkbox"/> Structure numbers (5,000 if proposed and TAMS ID if existing)</p> <p><input type="checkbox"/> Pipe diameters, length, material, and class are consistent between profiles and tabulation</p> <p><input type="checkbox"/> Include Safety Apron details as needed</p> <p><input type="checkbox"/> Include notes</p> <p><input type="checkbox"/> Between the 60% and 90%, review to make sure all information is correct</p> |
|---|---|

60% Plan Review Checklist

SP Number : _____
Designer : _____
Reviewed By : _____
Date : _____

Drainage Tabulations

Page 1 of 1

- | | |
|---|--|
| <input type="checkbox"/> All information spot-checked | <input type="checkbox"/> Plastic Pipe option column |
| <input type="checkbox"/> All totals checked for accuracy | <input type="checkbox"/> Apron and apron type column |
| <input type="checkbox"/> Pipe diameters, material, length, and class are consistent between profiles and tabulation | <input type="checkbox"/> Riprap Type with quantity column |
| <input type="checkbox"/> Guideposts are included at proper locations | <input type="checkbox"/> Geotextile Filter Type with quantity column |
| <input type="checkbox"/> Sheet totals correctly transferred to any summary tabulations | <input type="checkbox"/> Text reads from the right side of the sheet or from the bottom of the sheet |
| <input type="checkbox"/> Notes which indicate the location of station and offset for aprons, pipes, and structures | <input type="checkbox"/> All text is legible, not upside down, and there is no text on top of text or lines going through text |
| <input type="checkbox"/> Casting assembly type column | <input type="checkbox"/> Drawn by: and Checked by: Initials included |
| <input type="checkbox"/> Structure pay height and type columns | <input type="checkbox"/> File name, plot name and date of plot at lower left |
| <input type="checkbox"/> Construct Drainage Structure Design Special column | <input type="checkbox"/> Sheet title at lower right |
| <input type="checkbox"/> At the lower right, list of structures and aprons found on this sheet | <input type="checkbox"/> S.P. number with T.H. designation at lower right |
| <input type="checkbox"/> Pipe Sewer and Pipe Culvert tabbed separately | <input type="checkbox"/> Comparison with Sample Plan completed |
| <input type="checkbox"/> Steps Req'd box filled out – steps required when structures are 4' or greater in height | <input type="checkbox"/> Sample Plan Narrative and Checklist reviewed |
| <input type="checkbox"/> On large projects, create drainage index | <input type="checkbox"/> Complies with CADD Data Standards (i.e. level, line style, line weight, text size, cells, etc.) |
| | <input type="checkbox"/> Between the 60% and 90%, review to make sure all information is correct |

60% Plan Review Checklist

SP Number : _____
Designer : _____
Reviewed By : _____
Date : _____

Erosion Control and Turf Establishment Plans

Page 1 of 1

- | | |
|---|--|
| <input type="checkbox"/> The following items are shown and properly labeled: | <input type="checkbox"/> Proposed ditch blocks |
| <input type="checkbox"/> All roadway alignments (including equations) | <input type="checkbox"/> Culvert end controls |
| <input type="checkbox"/> At least two stations for each alignment on each sheet | <input type="checkbox"/> Site Plan requirement notes |
| <input type="checkbox"/> Paths/Walks | <input type="checkbox"/> Turf Establishment method |
| <input type="checkbox"/> Walls | <input type="checkbox"/> Scale |
| <input type="checkbox"/> Bridges | <input type="checkbox"/> North Arrow |
| <input type="checkbox"/> Lakes | <input type="checkbox"/> Legend |
| <input type="checkbox"/> Rivers, Creeks | <input type="checkbox"/> Plan Sheet Location box (on projects with complicated plan sheet layouts) (optional) |
| <input type="checkbox"/> Areas of environmental sensitivity | <input type="checkbox"/> Note(s) referring to details |
| <input type="checkbox"/> Wetland number and type | <input type="checkbox"/> Text reads from the right side of the sheet or from the bottom of the sheet |
| <input type="checkbox"/> Construction limits | <input type="checkbox"/> All text is legible and there is no text on top of text or lines going through text |
| <input type="checkbox"/> R/W and Easements | <input type="checkbox"/> Drawn by: and Checked by: Initials included |
| <input type="checkbox"/> Beginning and End of Construction | <input type="checkbox"/> File name, plot name and date of plot at lower left |
| <input type="checkbox"/> Inplace drainage structures and culverts with TAMS ID's and aprons with 6,000 series numbers and pipes labeled | <input type="checkbox"/> Sheet title at lower right |
| <input type="checkbox"/> Proposed drainage structures and aprons labeled with 5,000 series numbers | <input type="checkbox"/> S.P. number with T.H. designation at lower right |
| <input type="checkbox"/> Wet Pond, Filtration and Infiltration Basin with Bottom, Normal Water Line and High Water Line data shown | <input type="checkbox"/> Comparison with Sample Plan completed |
| <input type="checkbox"/> High and Low Point station and elevation shown | <input type="checkbox"/> Sample Plan Narrative and Checklist reviewed |
| <input type="checkbox"/> Roadway and shoulder dimensions | <input type="checkbox"/> Complies with CADD Data Standards (i.e. level, line style, line weight, text size, cells, etc.) |
| <input type="checkbox"/> Direction of surface flow arrows and storm sewer flow arrows | |
| <input type="checkbox"/> Riprap locations | |
| <input type="checkbox"/> Bio Rolls | |
| <input type="checkbox"/> Silt fence | |
| <input type="checkbox"/> Silt fence note (see Sample Plan) | |
| <input type="checkbox"/> Storm drain inlet protection | |

Note: Erosion Control information may be shown on Drainage Plan or Turf Establishment sheets

60% Plan Review Checklist

SP Number : _____
Designer : _____
Reviewed By : _____
Date : _____

Impact Attenuator Plan

Page 1 of 1

- | | |
|---|--|
| <input type="checkbox"/> The following items are shown and properly labeled: | <input type="checkbox"/> Include Design Speed for Attenuator |
| <input type="checkbox"/> All roadway alignments (including equations) | <input type="checkbox"/> Notes or sheet no. for attenuator details |
| <input type="checkbox"/> At least two stations for each alignment on each sheet | <input type="checkbox"/> Text reads from the right side of the sheet or from the bottom of the sheet |
| <input type="checkbox"/> Curb and C&G | <input type="checkbox"/> All text is legible and there is no text on top of text or lines going through text |
| <input type="checkbox"/> Pedestrian ramps | <input type="checkbox"/> Drawn by: and Checked by: Initials included |
| <input type="checkbox"/> Medians | <input type="checkbox"/> File name, plot name and date of plot at lower left |
| <input type="checkbox"/> Median noses | <input type="checkbox"/> Sheet title at lower right |
| <input type="checkbox"/> Bridges (Prop./Inp.) | <input type="checkbox"/> S.P. number with T.H. designation at lower right |
| <input type="checkbox"/> Beginning and End of Construction | <input type="checkbox"/> Comparison with Sample Plan completed |
| <input type="checkbox"/> Scale | <input type="checkbox"/> Sample Plan Narrative and Checklist reviewed |
| <input type="checkbox"/> North Arrow | <input type="checkbox"/> Complies with CADD Data Standards (i.e. level, line style, line weight, text size, cells, etc.) |
| <input type="checkbox"/> Legend (should include Traffic Flow Arrow) | |
| <input type="checkbox"/> Patterns in legend match the patterns in the plan | |
| <input type="checkbox"/> Roadway and shoulder dimensions | |
| <input type="checkbox"/> Plan sheet does not contain unnecessary information | |
| <input type="checkbox"/> Label Impact Attenuator type | |

Note: this can be shown in other parts of the plan

60% Plan Review Checklist

SP Number : _____
Designer : _____
Reviewed By : _____
Date : _____

Traffic Barrier Details

Page 1 of 1

- | | |
|---|--|
| <input type="checkbox"/> The following items are shown and properly labeled: | <input type="checkbox"/> Patterns in legend match the patterns in the plan |
| <input type="checkbox"/> All roadway alignments (including equations) | <input type="checkbox"/> Text reads from the right side of the sheet or from the bottom of the sheet |
| <input type="checkbox"/> At least two stations for each alignment on each sheet | <input type="checkbox"/> All text is legible and there is no text on top of text or lines going through text |
| <input type="checkbox"/> Inplace roadways adjacent to the proposed construction | <input type="checkbox"/> Drawn by: and Checked by: Initials included |
| <input type="checkbox"/> The following items are shown: | <input type="checkbox"/> File name, plot name and date of plot at lower left |
| <input type="checkbox"/> Intersection radii, nose and other relevant pluses | <input type="checkbox"/> Sheet title at lower right |
| <input type="checkbox"/> Include X,Y coordinates at all kink points at bullnose designs and include tab | <input type="checkbox"/> S.P. number with T.H. designation at lower right |
| <input type="checkbox"/> Paths/walks labeled and dimensioned | <input type="checkbox"/> Comparison with Sample Plan completed |
| <input type="checkbox"/> Note any incidental work applying to the details | <input type="checkbox"/> Sample Plan Narrative and Checklist reviewed |
| <input type="checkbox"/> Scale | <input type="checkbox"/> Complies with CADD Data Standards (i.e. level, line style, line weight, text size, cells, etc.) |
| <input type="checkbox"/> North Arrow | |
| <input type="checkbox"/> Legend (should include traffic and drainage flow) | |

60% Plan Review Checklist

SP Number : _____
Designer : _____
Reviewed By : _____
Date : _____

Traffic Control Plan

Page 1 of 1

- | | |
|--|--|
| <input type="checkbox"/> The following items are shown and properly labeled: <ul style="list-style-type: none"><input type="checkbox"/> All roadway alignments (including equations)<input type="checkbox"/> At least two stations for each alignment on each sheet<input type="checkbox"/> Bypasses<input type="checkbox"/> Inplace roadways adjacent to the proposed construction<input type="checkbox"/> Bridges (Prop./Inp.) | <input type="checkbox"/> Tab letter(s) and Sheet numbers |
| <input type="checkbox"/> The following items are shown: <ul style="list-style-type: none"><input type="checkbox"/> Temporary Traffic Control Devices<input type="checkbox"/> Detours (if applicable)<input type="checkbox"/> Staged construction (if applicable) | <input type="checkbox"/> Cross References to other sheets (as applicable) |
| <input type="checkbox"/> Beginning and End of Construction | <input type="checkbox"/> Text reads from the right side of the sheet or from the bottom of the sheet |
| <input type="checkbox"/> Scale | <input type="checkbox"/> All text is legible and there is no text on top of text or lines going through text |
| <input type="checkbox"/> North Arrow | <input type="checkbox"/> Drawn by: and Checked by: Initials included |
| <input type="checkbox"/> Legend | <input type="checkbox"/> File name, plot name and date of plot at lower left |
| <input type="checkbox"/> Patterns in legend match the patterns in the plan | <input type="checkbox"/> Sheet title at lower right |
| <input type="checkbox"/> Pay items correspond with those shown in TRNSPORT | <input type="checkbox"/> S.P. number with T.H. designation at lower right |
| | <input type="checkbox"/> Comparison with Sample Plan completed |
| | <input type="checkbox"/> Sample Plan Narrative and Checklist reviewed |
| | <input type="checkbox"/> Complies with CADD Data Standards (i.e. level, line style, line weight, text size, cells, etc.) |

Note: See Sample Plan Narrative for examples

60% Plan Review Checklist

SP Number : _____

Designer : _____

Reviewed By : _____

Date : _____

Contour Sheets

Page 1 of 1

- | | |
|--|--|
| <ul style="list-style-type: none"><input type="checkbox"/> The following items are shown and properly labeled:<ul style="list-style-type: none"><input type="checkbox"/> All roadway alignments (including equations)<input type="checkbox"/> At least two stations for each alignment on each sheet<input type="checkbox"/> Wet Ponds (w/ name, high, normal and bottom elevation)<input type="checkbox"/> Dry Ponds, Filtration, and Infiltration Basins (w/ name, high, and bottom elevations)<input type="checkbox"/> Bridges (Prop./Inp.)<input type="checkbox"/> Slopes (i.e. 1:6, 1:3)<input type="checkbox"/> High and low points<input type="checkbox"/> Inplace railroads<input type="checkbox"/> Lakes<input type="checkbox"/> Rivers/Creeks<input type="checkbox"/> Areas of environmental sensitivity<input type="checkbox"/> Inplace roadways<input type="checkbox"/> R/W and Easements<input type="checkbox"/> Construction Limits<input type="checkbox"/> Scale<input type="checkbox"/> North Arrow<input type="checkbox"/> Contours are typically drawn at 2 foot intervals with elevations labeled at every 10 feet of change or as needed to show intent<input type="checkbox"/> Pond and Infiltration/Filtration Basin contours are typically drawn at 1 foot intervals with elevations labeled at every 5 feet of change or as needed to show intent | <ul style="list-style-type: none"><input type="checkbox"/> Provide X,Y coordinates along a single contour<input type="checkbox"/> Other sheets are cross-referenced (as applicable)<input type="checkbox"/> Note(s) referring to details<input type="checkbox"/> Text reads from the right side of the sheet or from the bottom of the sheet<input type="checkbox"/> All text is legible and there is no text on top of text or lines going through text<input type="checkbox"/> Drawn by: and Checked by: Initials included<input type="checkbox"/> File name, plot name and date of plot at lower left<input type="checkbox"/> Sheet title at lower right<input type="checkbox"/> S.P. number with T.H. designation at lower right<input type="checkbox"/> Comparison with Sample Plan completed<input type="checkbox"/> Sample Plan Narrative and Checklist reviewed<input type="checkbox"/> Complies with CADD Data Standards (i.e. level, line style, line weight, text size, cells, etc.) |
|--|--|

60% Plan Review Checklist

SP Number : _____

Designer : _____

Reviewed By : _____

Date : _____

Striping Plans

Page 1 of 1

- | | |
|---|--|
| <input type="checkbox"/> Roadways labeled | <input type="checkbox"/> All text is legible and there is no text on top of text or lines going through text |
| <input type="checkbox"/> Stationing shown | <input type="checkbox"/> Drawn by: and Checked by: Initials included |
| <input type="checkbox"/> Bypass striping and staged construction striping shown if not included in the Traffic Control Plan | <input type="checkbox"/> File name, plot name and date of plot at lower left |
| <input type="checkbox"/> Scale | <input type="checkbox"/> Sheet title at lower right |
| <input type="checkbox"/> North Arrow | <input type="checkbox"/> S.P. number with T.H. designation at lower right |
| <input type="checkbox"/> Legend | <input type="checkbox"/> Comparison with Sample Plan completed |
| <input type="checkbox"/> Patterns in legend match the patterns in the plan | <input type="checkbox"/> Sample Plan Narrative and Checklist reviewed |
| <input type="checkbox"/> Text reads from the right side of the sheet or from the bottom of the sheet | <input type="checkbox"/> Complies with CADD Data Standards (i.e. level, line style, line weight, text size, cells, etc.) |

Note: Striping plans may not be included with the 60% plan, See Sample Plan Narrative for examples

60% Plan Review Checklist

SP Number : _____

Designer : _____

Reviewed By : _____

Date : _____

Lighting Plans

Page 1 of 1

- | | |
|--|--|
| <input type="checkbox"/> Roadways labeled | <input type="checkbox"/> All text is legible and there is no text on top of text or lines going through text |
| <input type="checkbox"/> Stationing shown | <input type="checkbox"/> Drawn by: and Checked by: Initials included |
| <input type="checkbox"/> Bypasses and staged construction shown and labeled, if applicable | <input type="checkbox"/> File name, plot name and date of plot at lower left |
| <input type="checkbox"/> Check for conflicts between light bases/wiring and drainage structures or utilities | <input type="checkbox"/> Sheet title at lower right |
| <input type="checkbox"/> Scale | <input type="checkbox"/> S.P. number with T.H. designation at lower right |
| <input type="checkbox"/> North Arrow | <input type="checkbox"/> Comparison with Sample Plan completed |
| <input type="checkbox"/> Legend | <input type="checkbox"/> Sample Plan Narrative and Checklist reviewed |
| <input type="checkbox"/> Patterns in legend match the patterns in the plan | <input type="checkbox"/> Complies with CADD Data Standards (i.e. level, line style, line weight, text size, cells, etc.) |
| <input type="checkbox"/> Text reads from the right side of the sheet or from the bottom of the sheet | |

Note: Lighting plans may not be included with the 60% plan, See Sample Plan Narrative for examples

60% Plan Review Checklist

SP Number : _____
Designer : _____
Reviewed By : _____
Date : _____

Signing Plans

Page 1 of 1

- | | |
|--|--|
| <input type="checkbox"/> Roadways labeled | <input type="checkbox"/> Drawn by: and Checked by: Initials included |
| <input type="checkbox"/> Stationing shown | <input type="checkbox"/> File name, plot name and date of plot at lower left |
| <input type="checkbox"/> Bypasses and staged construction shown and labeled, if applicable | <input type="checkbox"/> Sheet title at lower right |
| <input type="checkbox"/> Scale | <input type="checkbox"/> S.P. number with T.H. designation at lower right |
| <input type="checkbox"/> North Arrow | <input type="checkbox"/> Comparison with Sample Plan completed |
| <input type="checkbox"/> Legend | <input type="checkbox"/> Sample Plan Narrative and Checklist reviewed |
| <input type="checkbox"/> Patterns in legend match the patterns in the plan | <input type="checkbox"/> Complies with CADD Data Standards (i.e. level, line style, line weight, text size, cells, etc.) |
| <input type="checkbox"/> All text is legible and there is no text on top of text or lines going through text | |

Note: Signing plans may not be included with the 60% plan, See Sample Plan Narrative for examples

60% Plan Review Checklist

SP Number : _____

Designer : _____

Reviewed By : _____

Date : _____

Traffic Management System Plans

Page 1 of 1

- | | |
|--|--|
| <input type="checkbox"/> Roadways labeled | <input type="checkbox"/> All text is legible and there is no text on top of text or lines going through text |
| <input type="checkbox"/> Stationing shown | <input type="checkbox"/> Drawn by: and Checked by: Initials included |
| <input type="checkbox"/> Bypasses and staged construction shown and labeled, if applicable | <input type="checkbox"/> File name, plot name and date of plot at lower left |
| <input type="checkbox"/> Check for conflicts between TMS and drainage structures or utilities | <input type="checkbox"/> Sheet title at lower right |
| <input type="checkbox"/> Scale | <input type="checkbox"/> S.P. number with T.H. designation at lower right |
| <input type="checkbox"/> North Arrow | <input type="checkbox"/> Comparison with Sample Plan completed |
| <input type="checkbox"/> Legend | <input type="checkbox"/> Sample Plan Narrative and Checklist reviewed |
| <input type="checkbox"/> Patterns in legend match the patterns in the plan | <input type="checkbox"/> Complies with CADD Data Standards (i.e. level, line style, line weight, text size, cells, etc.) |
| <input type="checkbox"/> Text reads from the right side of the sheet or from the bottom of the sheet | |

Note: Traffic Management System plans may not be included with the 60% plan, See Sample Plan Narrative for examples

60% Plan Review Checklist

SP Number : _____

Designer : _____

Reviewed By : _____

Date : _____

Signal Plans

Page 1 of 1

- | | |
|--|--|
| <input type="checkbox"/> Roadways labeled | <input type="checkbox"/> All text is legible and there is no text on top of text or lines going through text |
| <input type="checkbox"/> Stationing shown | <input type="checkbox"/> Drawn by: and Checked by: Initials included |
| <input type="checkbox"/> Bypasses and staged construction shown and labeled, if applicable | <input type="checkbox"/> File name, plot name and date of plot at lower left |
| <input type="checkbox"/> Check for conflicts between signals/wiring and drainage structures or utilities | <input type="checkbox"/> Sheet title at lower right |
| <input type="checkbox"/> Scale | <input type="checkbox"/> S.P. number with T.H. designation at lower right |
| <input type="checkbox"/> North Arrow | <input type="checkbox"/> Comparison with Sample Plan completed |
| <input type="checkbox"/> Legend | <input type="checkbox"/> Sample Plan Narrative and Checklist reviewed |
| <input type="checkbox"/> Patterns in legend match the patterns in the plan | <input type="checkbox"/> Complies with CADD Data Standards (i.e. level, line style, line weight, text size, cells, etc.) |
| <input type="checkbox"/> Text reads from the right side of the sheet or from the bottom of the sheet | |

Note: Signal plans may not be included with the 60% plan, See Sample Plan Narrative for examples

60% Plan Review Checklist

SP Number : _____

Designer : _____

Reviewed By : _____

Date : _____

Cross Section Matchline Layout

Page 1 of 1

- | | |
|--|--|
| <input type="checkbox"/> The following items are shown and properly labeled: | <input type="checkbox"/> All text is legible and there is no text on top of text or lines going through text |
| <input type="checkbox"/> All roadway alignments (including equations) | <input type="checkbox"/> Drawn by: and Checked by: Initials included |
| <input type="checkbox"/> At least two stations for each alignment on each sheet | <input type="checkbox"/> File name, plot name and date of plot at lower left |
| <input type="checkbox"/> Matchlines | <input type="checkbox"/> Sheet title at lower right |
| <input type="checkbox"/> Walls | <input type="checkbox"/> S.P. number with T.H. designation at lower right |
| <input type="checkbox"/> Cross section index | <input type="checkbox"/> Comparison with Sample Plan completed |
| <input type="checkbox"/> Bar Scale | <input type="checkbox"/> Sample Plan Narrative and Checklist reviewed |
| <input type="checkbox"/> North Arrow | <input type="checkbox"/> Complies with CADD Data Standards (i.e. level, line style, line weight, text size, cells, etc.) |
| <input type="checkbox"/> Text reads from the right side of the sheet or from the bottom of the sheet | |

Cross Sections

Page 1 of 1

- | | |
|--|--|
| <input type="checkbox"/> The following items are shown and properly labeled: | <input type="checkbox"/> All text is legible and there is no text on top of text or lines going through text |
| <input type="checkbox"/> All roadway alignments | <input type="checkbox"/> Drawn by: and Checked by: Initials included |
| <input type="checkbox"/> Walls | <input type="checkbox"/> File name, plot name and date of plot at lower left |
| <input type="checkbox"/> Bridges (Prop./Inp.) | <input type="checkbox"/> Sheet title at lower right |
| <input type="checkbox"/> Utilities - Existing | <input type="checkbox"/> S.P. number with T.H. designation at lower right |
| <input type="checkbox"/> R/W and Easements | <input type="checkbox"/> Comparison with Sample Plan completed |
| <input type="checkbox"/> Slope ratios | <input type="checkbox"/> Sample Plan Narrative and Checklist reviewed |
| <input type="checkbox"/> Paths/walks | <input type="checkbox"/> Complies with CADD Data Standards (i.e. level, line style, line weight, text size, cells, etc.) |
| <input type="checkbox"/> Beginning and End of Construction | <input type="checkbox"/> Check to see that the 30% Plan Review comments have been addressed in the 60% Plan. |
| <input type="checkbox"/> Inplace, survey, or construction centerlines | <input type="checkbox"/> Other items that may have been changed or added since the 30% review |
| <input type="checkbox"/> Profile Elevations, Subcuts, Muck Excavation, Rock excavation, Ditch grades, etc. cross-checked | |
| <input type="checkbox"/> Grid Elevations and Distances | |
| <input type="checkbox"/> General Cross Section Notes (on first sheet only) | |
| <input type="checkbox"/> Text reads from the right side of the sheet or from the bottom of the sheet | |

95% REVIEW CHECKLISTS

Project Desc :

SP:

Design Squad :

Project Manager :

Project Charge ID# :

Review Due :

Signature : _____

Date : _____

CONTENT

- ☐ Title Sheet
- ☐ General Layout
- ☐ Estimated Quantities
- ☐ Standard Plates
- ☐ Earthwork Tabulation & Summary
- ☐ Soils & Construction Notes
- ☐ Tabulations
- ☐ Inplace Utility Tabulation
- ☐ Inplace Utility Plans
- ☐ Typical Sections
- ☐ Standard Plan Sheets
- ☐ Staging Plans
- ☐ Alignment Plan
- ☐ Alignment Tabulation
- ☐ Topography Plans
- ☐ Removal Plans
- ☐ Construction Plans
- ☐ Intersection Detail
- ☐ Profiles
- ☐ Concrete Paving Plan & Details
- ☐ Bituminous Paving Details
- ☐ Superelevation Plans
- ☐ Retaining Wall Plans
- ☐ Retaining Wall Profiles
- ☐ Retaining Wall Tabulations
- ☐ Noise Wall Profiles
- ☐ Noise Wall Tabulations
- ☐ Noise Wall Details
- ☐ Drainage Plans
- ☐ Drainage Profiles
- ☐ Drainage Tabulations
- ☐ Environment Management Plan (Green sheets)
- ☐ Water Resources Notes/SWPPP
- ☐ Erosion Control and Turf Establishment Plans
- ☐ Attenuator Plan
- ☐ Traffic Barrier Details
- ☐ Contour Sheets
- ☐ Fencing Plans
- ☐ Traffic Control Plan
- ☐ Striping Plans
- ☐ Lighting Plans
- ☐ Signing Plans
- ☐ Traffic Management System Plans
- ☐ Signal Plans
- ☐ Matchline Layout
- ☐ Cross Sections

95% Plan Review Checklist

SP Number : _____
Designer : _____
Reviewed By : _____
Date : _____

Title Sheet

Page 1 of 1

- | | |
|--|---|
| <input type="checkbox"/> Check to see that the 60% Plan Review comments have been addressed in the 95% Plan. | <input type="checkbox"/> Comparison with Sample Plan completed. |
| <input type="checkbox"/> Check items that may have been changed or added since the 60% review. | <input type="checkbox"/> Sample Plan Narrative and Checklist reviewed. |
| <input type="checkbox"/> Index with sheet numbers complete | <input type="checkbox"/> Complies with CADD Data Standards (i.e. level, line style, line weight, text size, cells, etc.). |
| <input type="checkbox"/> File name, plot name and date of plot at lower left. | <input type="checkbox"/> Title Sheet sent to Tim Swanson, Jane Krebsbach and Chee Yeun Lay for Review prior to making vellum. |
| <input type="checkbox"/> Title Sheet index description matches Plan Sheet titles exactly. | <input type="checkbox"/> Complies with CADD Data Standards (i.e. level, line style, line weight, text size, cells, etc.). |
| <input type="checkbox"/> Federal Number for upper right corner. Project Manager or Design Engineer should request the Fed. # | |

General Layout

Page 1 of 1

- | | |
|--|---|
| <input type="checkbox"/> Check to see that the 60% Plan Review comments have been addressed in the 95% Plan. | <input type="checkbox"/> File name, plot name and date of plot at lower left. |
| <input type="checkbox"/> Check items that may have been changed or added since the 60% review. | <input type="checkbox"/> Comparison with Sample Plan completed. |
| <input type="checkbox"/> References to other sheets are accurate (i.e. See Sheet No. xx). | <input type="checkbox"/> Sample Plan Narrative and Checklist reviewed. |
| | <input type="checkbox"/> Complies with CADD Data Standards (i.e. level, line style, line weight, text size, cells, etc.). |

95% Plan Review Checklist

SP Number : _____
Designer : _____
Reviewed By : _____
Date : _____

Estimated Quantities

Sheet 1 of 1

- | | |
|---|---|
| <input type="checkbox"/> Items and item numbers are exactly as shown on the TRANSPORT list. | <input type="checkbox"/> Contact survey's to see if they want Construction Surveying by Lump Sum on the project. |
| <input type="checkbox"/> Units for each item agree with the TRANSPORT list. TRANSPORT list has units in short form. The units need to be shown in the correct abbreviation on the Estimated Quantities. | <input type="checkbox"/> See design scene for cost breakdown examples |
| <input type="checkbox"/> Pay items provided by other functional groups (traffic, lighting, etc.) are included. | <input type="checkbox"/> Consult with Construction regarding the proper pay items for field laboratory, field office. |
| <input type="checkbox"/> If there is more than one S.P. and/or there is cost participation by another unit of government/agency, the quantities need to be split out into separate columns. | <input type="checkbox"/> Leave blank lines between groups of items for improved readability. |
| <input type="checkbox"/> All quantities (except for Clearing and Grubbing/Seeding/Subsoiling/Seed Bed Preparation) are rounded up to the nearest whole number. | <input type="checkbox"/> All text is legible and there is no text on top of text or lines going through text. |
| <input type="checkbox"/> Tab index are not required, but on larger projects it is helpful | <input type="checkbox"/> References to other sheets are accurate (i.e. See Sheet No. xx). |
| <input type="checkbox"/> The 4 ProRata items can be placed to the nearest 0.01, see design scene | <input type="checkbox"/> Drawn by: and Checked by: Initials included. |
| <input type="checkbox"/> Quantities agree with tabulations. | <input type="checkbox"/> File name, plot name and date of plot at lower left. |
| <input type="checkbox"/> Tabulation number and sheet number of each item agree with the tabulations. | <input type="checkbox"/> Sheet title at lower right. |
| <input type="checkbox"/> Consult with Construction regarding the Plan quantity items on the project. | <input type="checkbox"/> S.P. number with T.H. designation at lower right. |
| <input type="checkbox"/> Plan quantity items are shown with a (P) after the item. | <input type="checkbox"/> Comparison with Sample Plan completed. |
| | <input type="checkbox"/> Sample Plan Narrative and Checklist reviewed. |
| | <input type="checkbox"/> Complies with CADD Data Standards (i.e. level, line style, line weight, text size, cells, etc.). |

95% Plan Review Checklist

SP Number : _____
Designer : _____
Reviewed By : _____
Date : _____

Standard Plates

Page 1 of 1

- | | |
|--|---|
| <input type="checkbox"/> Check to see that the 60% Plan Review comments have been addressed in the 95% Plan. | <input type="checkbox"/> File name, plot name and date of plot at lower left. |
| <input type="checkbox"/> Check items that may have been changed or added since the 60% review. | <input type="checkbox"/> Comparison with Sample Plan completed. |
| <input type="checkbox"/> References to other sheets are accurate (i.e. See Sheet No. xx). | <input type="checkbox"/> Sample Plan Narrative and Checklist reviewed. |
| <input type="checkbox"/> Use the Master list of plates maintained by C.O. Standards to prepare the tabulation. | <input type="checkbox"/> Complies with CADD Data Standards (i.e. level, line style, line weight, text size, cells, etc.). |

Earthwork Tabulation & Summary

Page 1 of 1

- | | |
|---|---|
| <input type="checkbox"/> All text is legible and there is no text on top of text or lines going through text. | <input type="checkbox"/> File name, plot name and date of plot at lower left. |
| <input type="checkbox"/> References to other sheets are accurate (i.e. See Sheet No. xx). | <input type="checkbox"/> Sheet title at lower right. |
| <input type="checkbox"/> Drawn by: and Checked by: Initials included. | <input type="checkbox"/> S.P. number with T.H. designation at lower right. |
| <input type="checkbox"/> Quantities from work not done from cross sections, (ie. Ponds,Bypass) included with as a line item on the summary. | <input type="checkbox"/> Comparison with Sample Plan completed. |
| | <input type="checkbox"/> Sample Plan Narrative and Checklist reviewed. |
| | <input type="checkbox"/> Complies with CADD Data Standards (i.e. level, line style, line weight, text size, cells, etc.). |

Soils and Construction Notes

Page 1 of 1

- | | |
|--|---|
| <input type="checkbox"/> Statements in the soils letter/MDR that have a single vertical line next to them in the left margin are included in the plan. | <input type="checkbox"/> File name, plot name and date of plot at lower left. |
| <input type="checkbox"/> All text is legible and there is no text on top of text or lines going through text. | <input type="checkbox"/> Sheet title at lower right. |
| <input type="checkbox"/> References to other sheets are accurate (i.e. See Sheet No. xx). | <input type="checkbox"/> S.P. number with T.H. designation at lower right. |
| <input type="checkbox"/> Drawn by: and Checked by: Initials included. | <input type="checkbox"/> Comparison with Sample Plan completed. |
| | <input type="checkbox"/> Sample Plan Narrative and Checklist reviewed. |
| | <input type="checkbox"/> Complies with CADD Data Standards (i.e. level, line style, line weight, text size, cells, etc.). |

95% Plan Review Checklist

SP Number : _____
Designer : _____
Reviewed By : _____
Date : _____

Tabulations

Sheet 1 of 2

- ☐ Almost all pay items should be tabulated. See Sample Plan for a list of possible tabulations.
- ☐ Tabulation letter/number is shown in the title box on the right side of each tabulation.
- ☐ Column headings must be the same as the pay items on the Estimated Quantities (acceptable abbreviations may be used).
- ☐ If a pay item number is used in a column heading, use the first four digits only, not the last three.
- ☐ Appropriate units are shown in column sub-heading.
- ☐ Offset distances need to include the unit (12' Rt) or the unit needs to be included in the Offset column heading.
- ☐ In most cases, the location of individual tabulated items should be from the nearest roadway alignment.
- ☐ The location and offset of items should be specific. For instance, B624 C&G on W. Fr. Rd. should be as follows:

10+25 to 11+50	12' Rt	125
11+50 to 12+40	12' to 18' Rt	90
12+40 to 14+50	18' Rt	210
Not as follows:		
W. Fr. Rd.		425
- ☐ All quantities are checked by someone else that didn't create the tabulation for accuracy by referencing the appropriate sheets (Construction Plans, Topography Plans, Turf Establishment, etc.).
- ☐ If a high error rate (10% or more lines have an error) is found and/or it is apparent that an incorrect methodology has been used to arrive at the quantities, return to owner.
- ☐ If multiple sheets are necessary for a tabulation, subtotals should be shown on each sheet with a totals on the last sheet.
- ☐ If there are multiple S.P.'s, there should be a total for each S.P.
- ☐ Check totals for accuracy. Use a calculator. Be aware of rounding errors in the totals
- ☐ Aggregate and Bituminous tabulation:
 - ☐ Bituminous mixtures, aggregate shouldering and aggregate base agree with soils letter and typical sections.
 - ☐ The extra amount used for computing the first lift of the bituminous mixtures is shown in a footnote.
- ☐ Concrete Paving tabulation:
 - ☐ Depth of pavement agrees with soils letter and typical sections.
- Curb/Curb and Gutter and Walk tabulation:
 - ☐ Pedestrian Ramps are paid for as curb/curb and gutter and concrete walk. See ADA Standard Plans.
 - ☐ On entrances where the gutter goes through the entrance, there is no deduction from C&G quantity. See ADA Standard Plans.
 - ☐ Standard Plate 7107 and 7108 noses are paid for as curb/curb and gutter and 6" concrete walk. Standard Plate 7109 and 7113 noses are paid for as 6" concrete walk.
- ☐ Salvage and Removals tabulation:
 - ☐ If the tabulation includes concrete/bituminous pavement removal, provide a footnote indicating whether the concrete pavement is reinforced or not and the approx. thickness of both

Tabulations (cont.)

- | | |
|--|---|
| <ul style="list-style-type: none"><input type="checkbox"/> If the tabulation includes the removal of any anchorage assemblies, add a footnote stating includes anchorage block.<input type="checkbox"/> If the tabulation includes plate beam guardrail removal, the removal of end treatments is tabulated also.<input type="checkbox"/> Traffic Barrier tabulation:<ul style="list-style-type: none"><input type="checkbox"/> Each type of guardrail end treatment has a separate column heading.<input type="checkbox"/> Safety grates at apron inlet/outlet would not eliminate the need for guardrail.<input type="checkbox"/> 25' of Traffic Barrier Design Special is tabulated for guardrail attachment to bridge railings or concrete median barriers. Include appropriate standard plan sheets<input type="checkbox"/> Guardrail installations where the guardrail is less than the minimum distance from a hazard which presents the risk of snagging, note that the rail will be double nested as per standard plan sheet.<input type="checkbox"/> There are no gaps in the guardrail that are less than 200'<input type="checkbox"/> Turf Establishment tabulation:<ul style="list-style-type: none"><input type="checkbox"/> Tabulate all items needed for turf establishment for the project, including temporary items.<input type="checkbox"/> Sawing Pavement tabulation:<ul style="list-style-type: none"><input type="checkbox"/> Footnote(s) indicating approximate depth of bituminous/concrete pavement.<input type="checkbox"/> Fencing tabulation:<ul style="list-style-type: none"><input type="checkbox"/> Electrical Grounds, Metal Brace Assembly and Gates are each in a separate column heading. | <ul style="list-style-type: none"><input type="checkbox"/> Culvert tabulation:<ul style="list-style-type: none"><input type="checkbox"/> The culvert class is indicated in the column heading.<input type="checkbox"/> Casting Assemblies tabulation:<ul style="list-style-type: none"><input type="checkbox"/> Refer to the Catch Basin and Manhole tables in section .400 of the Standard Plates manual for correct assemblies.<input type="checkbox"/> Riprap tabulation:<ul style="list-style-type: none"><input type="checkbox"/> The riprap class is indicated in the column heading.<input type="checkbox"/> Include fabric as per standard plate<input type="checkbox"/> In the lower right corner of the sheet, the name of each tabulation on that particular sheet is listed.<input type="checkbox"/> References to other sheets are accurate (i.e. See Sheet No. xx). Don't duplicate notes on Estimated Quantities<input type="checkbox"/> All text is legible and there is no text on top of text or lines going through text.<input type="checkbox"/> Drawn by: and Checked by: Initials included.<input type="checkbox"/> File name, plot name and date of plot at lower left.<input type="checkbox"/> Sheet title at lower right.<input type="checkbox"/> S.P. number with T.H. designation at lower right.<input type="checkbox"/> Comparison with Sample Plan completed.<input type="checkbox"/> Sample Plan Narrative and Checklist reviewed.<input type="checkbox"/> Complies with CADD Data Standards (i.e. level, line style, line weight, text size, cells, etc.). |
|--|---|

95% Plan Review Checklist

SP Number : _____

Designer : _____

Reviewed By : _____

Date : _____

Inplace Utility Tabulation

Page 1 of 1

- | | |
|--|---|
| <input type="checkbox"/> Check to see that the 60% Plan Review comments have been addressed in the 95% Plan. | <input type="checkbox"/> File name, plot name and date of plot at lower left. |
| <input type="checkbox"/> Check items that may have been changed or added since the 60% review. | <input type="checkbox"/> Comparison with Sample Plan completed. |
| <input type="checkbox"/> References to other sheets are accurate (i.e. See Sheet No. xx). | <input type="checkbox"/> Sample Plan Narrative and Checklist reviewed. |
| | <input type="checkbox"/> Complies with CADD Data Standards (i.e. level, line style, line weight, text size, cells, etc.). |

Inplace Utility Plans

Page 1 of 1

- | | |
|--|---|
| <input type="checkbox"/> Check to see that the 60% Plan Review comments have been addressed in the 95% Plan. | <input type="checkbox"/> File name, plot name and date of plot at lower left. |
| <input type="checkbox"/> Check items that may have been changed or added since the 60% review. | <input type="checkbox"/> Comparison with Sample Plan completed. |
| <input type="checkbox"/> Clear Zone shown | <input type="checkbox"/> Sample Plan Narrative and Checklist reviewed. |
| <input type="checkbox"/> References to other sheets are accurate (i.e. See Sheet No. xx). | <input type="checkbox"/> Complies with CADD Data Standards (i.e. level, line style, line weight, text size, cells, etc.). |

95% Plan Review Checklist

SP Number : _____

Designer : _____

Reviewed By : _____

Date : _____

Typical Sections

Page 1 of 1

- | | |
|--|---|
| <input type="checkbox"/> Check to see that the 60% Plan Review comments have been addressed in the 95% Plan. | <input type="checkbox"/> File name, plot name and date of plot at lower left. |
| <input type="checkbox"/> Check items that may have been changed or added since the 60% review. | <input type="checkbox"/> Comparison with Sample Plan completed. |
| <input type="checkbox"/> References to other sheets are accurate (i.e. See Sheet No. xx). | <input type="checkbox"/> Sample Plan Narrative and Checklist reviewed. |
| <input type="checkbox"/> Has Materials reviewed the Typical Sections? | <input type="checkbox"/> Complies with CADD Data Standards (i.e. level, line style, line weight, text size, cells, etc.). |

Standard Plan Sheets

Page 1 of 1

- | | |
|--|---|
| <input type="checkbox"/> The most current version of Standard Plan sheets can be found on ProjectWise. | <input type="checkbox"/> Comparison with Sample Plan completed. |
| <input type="checkbox"/> If any revision has been made to a Standard Plan sheet, see design scene. | <input type="checkbox"/> Sample Plan Narrative and Checklist reviewed. |
| <input type="checkbox"/> References to other sheets are accurate (i.e. See Sheet No. xx). | <input type="checkbox"/> Complies with CADD Data Standards (i.e. level, line style, line weight, text size, cells, etc.). |
| <input type="checkbox"/> File name, plot name and date of plot at lower left. | |

95% Plan Review Checklist

SP Number : _____

Designer : _____

Reviewed By : _____

Date : _____

Staging Plans

Page 1 of 1

- | | |
|--|---|
| <input type="checkbox"/> Check to see that the 60% Plan Review comments have been addressed in the 95% Plan. | <input type="checkbox"/> File name, plot name and date of plot at lower left. |
| <input type="checkbox"/> Check items that may have been changed or added since the 60% review. | <input type="checkbox"/> Comparison with Sample Plan completed. |
| <input type="checkbox"/> References to other sheets are accurate (i.e. See Sheet No. xx). | <input type="checkbox"/> Sample Plan Narrative and Checklist reviewed. |
| | <input type="checkbox"/> Complies with CADD Data Standards (i.e. level, line style, line weight, text size, cells, etc.). |

Alignment Plan

Page 1 of 1

- | | |
|--|---|
| <input type="checkbox"/> Check to see that the 60% Plan Review comments have been addressed in the 95% Plan. | <input type="checkbox"/> File name, plot name and date of plot at lower left. |
| <input type="checkbox"/> Check items that may have been changed or added since the 60% review. | <input type="checkbox"/> Comparison with Sample Plan completed. |
| <input type="checkbox"/> References to other sheets are accurate (i.e. See Sheet No. xx). | <input type="checkbox"/> Sample Plan Narrative and Checklist reviewed. |
| | <input type="checkbox"/> Complies with CADD Data Standards (i.e. level, line style, line weight, text size, cells, etc.). |

Alignment Tabulation

Page 1 of 1

- | | |
|--|---|
| <input type="checkbox"/> Check to see that the 60% Plan Review comments have been addressed in the 95% Plan. | <input type="checkbox"/> File name, plot name and date of plot at lower left. |
| <input type="checkbox"/> Check items that may have been changed or added since the 60% review. | <input type="checkbox"/> Comparison with Sample Plan completed. |
| <input type="checkbox"/> References to other sheets are accurate (i.e. See Sheet No. xx). | <input type="checkbox"/> Sample Plan Narrative and Checklist reviewed. |
| | <input type="checkbox"/> Complies with CADD Data Standards (i.e. level, line style, line weight, text size, cells, etc.). |

95% Plan Review Checklist

SP Number : _____

Designer : _____

Reviewed By : _____

Date : _____

Topography Plans

Page 1 of 1

- | | |
|--|---|
| <input type="checkbox"/> Check to see that the 60% Plan Review comments have been addressed in the 95% Plan. | <input type="checkbox"/> File name, plot name and date of plot at lower left. |
| <input type="checkbox"/> Other items that may have been changed or added since the 60% review. | <input type="checkbox"/> Comparison with Sample Plan completed. |
| <input type="checkbox"/> References to other sheets are accurate (i.e. See Sheet No. xx). | <input type="checkbox"/> Sample Plan Narrative and Checklist reviewed. |
| | <input type="checkbox"/> Complies with CADD Data Standards (i.e. level, line style, line weight, text size, cells, etc.). |

Note: Removal items may be included on the Topography Plans

Removal Plans

Page 1 of 1

- | | |
|--|---|
| <input type="checkbox"/> Check to see that the 60% Plan Review comments have been addressed in the 95% Plan. | <input type="checkbox"/> File name, plot name and date of plot at lower left. |
| <input type="checkbox"/> Check items that may have been changed or added since the 60% review. | <input type="checkbox"/> Comparison with Sample Plan completed. |
| <input type="checkbox"/> References to other sheets are accurate (i.e. See Sheet No. xx). | <input type="checkbox"/> Sample Plan Narrative and Checklist reviewed. |
| | <input type="checkbox"/> Complies with CADD Data Standards (i.e. level, line style, line weight, text size, cells, etc.). |

Note: Removal items may be included on the Topography Plans (not recommended when there is a lot of drainage removal work on the project)

95% Plan Review Checklist

SP Number : _____
Designer : _____
Reviewed By : _____
Date : _____

Construction Plans

Page 1 of 1

- | | |
|--|---|
| <input type="checkbox"/> Check to see that the 60% Plan Review comments have been addressed in the 95% Plan. | <input type="checkbox"/> File name, plot name and date of plot at lower left. |
| <input type="checkbox"/> Check items that may have been changed or added since the 60% review. | <input type="checkbox"/> Comparison with Sample Plan completed. |
| <input type="checkbox"/> Clear Zone shown | <input type="checkbox"/> Sample Plan Narrative and Checklist reviewed. |
| <input type="checkbox"/> References to other sheets are accurate (i.e. See Sheet No. xx). | <input type="checkbox"/> Complies with CADD Data Standards (i.e. level, line style, line weight, text size, cells, etc.). |

Intersection Details

Page 1 of 1

- | | |
|--|---|
| <input type="checkbox"/> Check to see that the 60% Plan Review comments have been addressed in the 95% Plan. | <input type="checkbox"/> File name, plot name and date of plot at lower left. |
| <input type="checkbox"/> Check items that may have been changed or added since the 60% review. | <input type="checkbox"/> Comparison with Sample Plan completed. |
| <input type="checkbox"/> References to other sheets are accurate (i.e. See Sheet No. xx). | <input type="checkbox"/> Sample Plan Narrative and Checklist reviewed. |
| <input type="checkbox"/> MnDOT ADA Office reviewed. Complete ADA Plan Review Checklist 2 form located on their website and submit for review:
https://www.dot.state.mn.us/ada/design.html | <input type="checkbox"/> Complies with CADD Data Standards (i.e. level, line style, line weight, text size, cells, etc.). |

95% Plan Review Checklist

SP Number : _____

Designer : _____

Reviewed By : _____

Date : _____

Profiles

Page 1 of 1

- | | |
|--|---|
| <input type="checkbox"/> Check to see that the 60% Plan Review comments have been addressed in the 95% Plan. | <input type="checkbox"/> File name, plot name and date of plot at lower left. |
| <input type="checkbox"/> Other items that may have been changed or added since the 60% review. | <input type="checkbox"/> Comparison with Sample Plan completed. |
| <input type="checkbox"/> References to other sheets are accurate (i.e. See Sheet No. xx). | <input type="checkbox"/> Sample Plan Narrative and Checklist reviewed. |
| | <input type="checkbox"/> Complies with CADD Data Standards (i.e. level, line style, line weight, text size, cells, etc.). |

Concrete Paving Plan and Details

Page 1 of 1

- | | |
|--|---|
| <input type="checkbox"/> Check to see that the 60% Plan Review comments have been addressed in the 95% Plan. | <input type="checkbox"/> File name, plot name and date of plot at lower left. |
| <input type="checkbox"/> Check items that may have been changed or added since the 60% review. | <input type="checkbox"/> Comparison with Sample Plan completed. |
| <input type="checkbox"/> References to other sheets are accurate (i.e. See Sheet No. xx). | <input type="checkbox"/> Sample Plan Narrative and Checklist reviewed. |
| <input type="checkbox"/> Final Review by Concrete Office. | <input type="checkbox"/> Complies with CADD Data Standards (i.e. level, line style, line weight, text size, cells, etc.). |

95% Plan Review Checklist

SP Number : _____
Designer : _____
Reviewed By : _____
Date : _____

Bituminous Paving Details

Page 1 of 1

- | | |
|--|---|
| <input type="checkbox"/> Check to see that the 60% Plan Review comments have been addressed in the 95% Plan. | <input type="checkbox"/> File name, plot name and date of plot at lower left. |
| <input type="checkbox"/> Check items that may have been changed or added since the 60% review. | <input type="checkbox"/> Comparison with Sample Plan completed. |
| <input type="checkbox"/> References to other sheets are accurate (i.e. See Sheet No. xx). | <input type="checkbox"/> Sample Plan Narrative and Checklist reviewed. |
| | <input type="checkbox"/> Complies with CADD Data Standards (i.e. level, line style, line weight, text size, cells, etc.). |

Superelevation Plans

Page 1 of 1

- | | |
|--|---|
| <input type="checkbox"/> Check to see that the 60% Plan Review comments have been addressed in the 95% Plan. | <input type="checkbox"/> File name, plot name and date of plot at lower left. |
| <input type="checkbox"/> Other items that may have been changed or added since the 60% review. | <input type="checkbox"/> Comparison with Sample Plan completed. |
| <input type="checkbox"/> Clear Zone shown | <input type="checkbox"/> Sample Plan Narrative and Checklist reviewed. |
| <input type="checkbox"/> References to other sheets are accurate (i.e. See Sheet No. xx). | <input type="checkbox"/> Complies with CADD Data Standards (i.e. level, line style, line weight, text size, cells, etc.). |

Note: Superelevation Plan may be included with the Drainage Plan

95% Plan Review Checklist

SP Number : _____

Designer : _____

Reviewed By : _____

Date : _____

Retaining Wall Plans

Page 1 of 1

- | | |
|--|---|
| <input type="checkbox"/> Check to see that the 60% Plan Review comments have been addressed in the 95% Plan. | <input type="checkbox"/> File name, plot name and date of plot at lower left. |
| <input type="checkbox"/> Check items that may have been changed or added since the 60% review. | <input type="checkbox"/> Comparison with Sample Plan completed. |
| <input type="checkbox"/> Final Review by Foundations if warranted. | <input type="checkbox"/> Sample Plan Narrative and Checklist reviewed. |
| <input type="checkbox"/> References to other sheets are accurate (i.e. See Sheet No. xx). | <input type="checkbox"/> Complies with CADD Data Standards (i.e. level, line style, line weight, text size, cells, etc.). |

Retaining Wall Profiles

Page 1 of 1

- | | |
|--|---|
| <input type="checkbox"/> Check to see that the 60% Plan Review comments have been addressed in the 95% Plan. | <input type="checkbox"/> File name, plot name and date of plot at lower left. |
| <input type="checkbox"/> Check items that may have been changed or added since the 60% review. | <input type="checkbox"/> Comparison with Sample Plan completed. |
| <input type="checkbox"/> Confirm tie-in elevations at existing retaining walls or Proposed/Inp. bridge wing walls. | <input type="checkbox"/> Sample Plan Narrative and Checklist reviewed. |
| <input type="checkbox"/> References to other sheets are accurate (i.e. See Sheet No. xx). | <input type="checkbox"/> Complies with CADD Data Standards (i.e. level, line style, line weight, text size, cells, etc.). |

Retaining Wall Tabs

Page 1 of 1

- | | |
|--|---|
| <input type="checkbox"/> Check to see that the 60% Plan Review comments have been addressed in the 95% Plan. | <input type="checkbox"/> Confirm retaining wall esthetics with Bridge Office. |
| <input type="checkbox"/> Check items that may have been changed or added since the 60% review. | <input type="checkbox"/> File name, plot name and date of plot at lower left. |
| <input type="checkbox"/> References to other sheets are accurate (i.e. See Sheet No. xx). | <input type="checkbox"/> Comparison with Sample Plan completed. |
| | <input type="checkbox"/> Sample Plan Narrative and Checklist reviewed. |
| | <input type="checkbox"/> Complies with CADD Data Standards (i.e. level, line style, line weight, text size, cells, etc.). |

95% Plan Review Checklist

SP Number : _____

Designer : _____

Reviewed By : _____

Date : _____

Noise Wall Profiles

Page 1 of 1

- | | |
|--|---|
| <input type="checkbox"/> Check to see that the 60% Plan Review comments have been addressed in the 95% Plan. | <input type="checkbox"/> File name, plot name and date of plot at lower left. |
| <input type="checkbox"/> Check items that may have been changed or added since the 60% review. | <input type="checkbox"/> Comparison with Sample Plan completed. |
| <input type="checkbox"/> References to other sheets are accurate (i.e. See Sheet No. xx). | <input type="checkbox"/> Sample Plan Narrative and Checklist reviewed. |
| | <input type="checkbox"/> Complies with CADD Data Standards (i.e. level, line style, line weight, text size, cells, etc.). |

Noise Wall Tabulations

Page 1 of 1

- | | |
|--|---|
| <input type="checkbox"/> Check to see that the 60% Plan Review comments have been addressed in the 95% Plan. | <input type="checkbox"/> File name, plot name and date of plot at lower left. |
| <input type="checkbox"/> Check items that may have been changed or added since the 60% review. | <input type="checkbox"/> Comparison with Sample Plan completed. |
| <input type="checkbox"/> References to other sheets are accurate (i.e. See Sheet No. xx). | <input type="checkbox"/> Sample Plan Narrative and Checklist reviewed. |
| <input type="checkbox"/> Confirm paint/stain colors with Project Documentation. | <input type="checkbox"/> Complies with CADD Data Standards (i.e. level, line style, line weight, text size, cells, etc.). |

Noise Wall Details

Page 1 of 1

- | | |
|--|---|
| <input type="checkbox"/> Check to see that the 60% Plan Review comments have been addressed in the 95% Plan. | <input type="checkbox"/> File name, plot name and date of plot at lower left. |
| <input type="checkbox"/> Check items that may have been changed or added since the 60% review. | <input type="checkbox"/> Comparison with Sample Plan completed. |
| <input type="checkbox"/> Confirm any Special Treatment Details. | <input type="checkbox"/> Sample Plan Narrative and Checklist reviewed. |
| <input type="checkbox"/> References to other sheets are accurate (i.e. See Sheet No. xx). | <input type="checkbox"/> Complies with CADD Data Standards (i.e. level, line style, line weight, text size, cells, etc.). |

95% Plan Review Checklist

SP Number : _____
Designer : _____
Reviewed By : _____
Date : _____

Drainage Plans

Page 1 of 1

- | | |
|--|---|
| <input type="checkbox"/> Check to see that the 60% Plan Review comments have been addressed in the 95% Plan. | <input type="checkbox"/> References to other sheets are accurate (i.e. See Sheet No. xx). |
| <input type="checkbox"/> Check items that may have been changed or added since the 60% review. | <input type="checkbox"/> File name, plot name and date of plot at lower left. |
| <input type="checkbox"/> Clear Zone shown | <input type="checkbox"/> Comparison with Sample Plan completed. |
| <input type="checkbox"/> Confirm with Water Resources that all Final Changes/Revisions are complete. | <input type="checkbox"/> Sample Plan Narrative and Checklist reviewed. |
| | <input type="checkbox"/> Complies with CADD Data Standards (i.e. level, line style, line weight, text size, cells, etc.). |

Note: Superelevation and Erosion Control information may be shown on Drainage Plan sheets

Drainage Profiles

Page 1 of 1

- | | |
|--|---|
| <input type="checkbox"/> Check to see that the 60% Plan Review comments have been addressed in the 95% Plan. | <input type="checkbox"/> File name, plot name and date of plot at lower left. |
| <input type="checkbox"/> Check items that may have been changed or added since the 60% review. | <input type="checkbox"/> Comparison with Sample Plan completed. |
| <input type="checkbox"/> Confirm with Water Resources that all Final Changes/Revisions are complete. | <input type="checkbox"/> Sample Plan Narrative and Checklist reviewed. |
| <input type="checkbox"/> References to other sheets are accurate (i.e. See Sheet No. xx). | <input type="checkbox"/> Complies with CADD Data Standards (i.e. level, line style, line weight, text size, cells, etc.). |

Drainage Tabulations

Page 1 of 1

- | | |
|--|---|
| <input type="checkbox"/> Check to see that the 60% Plan Review comments have been addressed in the 95% Plan. | <input type="checkbox"/> File name, plot name and date of plot at lower left. |
| <input type="checkbox"/> Check items that may have been changed or added since the 60% review. | <input type="checkbox"/> Comparison with Sample Plan completed. |
| <input type="checkbox"/> Confirm with Water Resources that all Final Changes/Revisions are complete. | <input type="checkbox"/> Sample Plan Narrative and Checklist reviewed. |
| <input type="checkbox"/> References to other sheets are accurate (i.e. See Sheet No. xx). | <input type="checkbox"/> Complies with CADD Data Standards (i.e. level, line style, line weight, text size, cells, etc.). |

95% Plan Review Checklist

SP Number : _____
Designer : _____
Reviewed By : _____
Date : _____

Environment Management Plan (Green Sheets)

Page 1 of 1

- ☐ PM is responsible that Green Sheets are created and completed in the plan & Specs.
- ☐ PM will coordinate with functional groups to ensure that all the items on the Green sheets have been addressed and completed in the plan & Specs.
- ☐ Design is responsible to take the Green sheet spreadsheets from the PM and paste them into plan sheet borders and gave it back to PM to review.
- ☐ Sample plan Narrative and Checklist reviewed.

Water Resources Notes/SWPPP

Page 1 of 1

- ☐ Water Resources section provides plan sheets
- ☐ Text reads from the right side of the sheet or from the bottom of the sheet
- ☐ All text is legible and there is no text on top of text or lines going through text
- ☐ Drawn by: and Checked by: Initials included
- ☐ File name, plot name and date of plot at lower left
- ☐ Sheet title at lower right
- ☐ S.P. number with T.H. designation at lower right
- ☐ Comparison with Sample Plan completed
- ☐ Sample Plan Narrative and Checklist reviewed
- ☐ Complies with CADD Data Standards (i.e. level, line style, line weight, text size, cells, etc.)

95% Plan Review Checklist

SP Number : _____

Designer : _____

Reviewed By : _____

Date : _____

Erosion Control and Turf Establishment Plans

Page 1 of 1

- | | |
|--|---|
| <input type="checkbox"/> The following items are shown and properly labeled: <ul style="list-style-type: none"><input type="checkbox"/> Roadway alignments (including equations)<input type="checkbox"/> At least two stations for each alignment on each sheet<input type="checkbox"/> R/W and Easements<input type="checkbox"/> Construction Limits<input type="checkbox"/> Walls<input type="checkbox"/> Bridges (Proposed/Inp.) | <input type="checkbox"/> Text reads from the right side of the sheet or from the bottom of the sheet. |
| <input type="checkbox"/> Check to see that the 60% Plan Review comments have been addressed in the 95% Plan. | <input type="checkbox"/> All text is legible and there is no text on top of text or lines going through text. |
| <input type="checkbox"/> Check items that may have been changed or added since the 60% review. | <input type="checkbox"/> References to other sheets are accurate (i.e. See Sheet No. xx). |
| <input type="checkbox"/> Beginning and End of Construction. | <input type="checkbox"/> Drawn by: and Checked by: Initials included. |
| <input type="checkbox"/> North Arrow on each sheet. | <input type="checkbox"/> File name, plot name and date of plot at lower left. |
| <input type="checkbox"/> Scale on each sheet. | <input type="checkbox"/> Sheet title at lower right. |
| <input type="checkbox"/> Legend | <input type="checkbox"/> S.P. number with T.H. designation at lower right. |
| <input type="checkbox"/> Any new ponds should show the normal and high water elevations. | <input type="checkbox"/> Comparison with Sample Plan completed. |
| | <input type="checkbox"/> Sample Plan Narrative and Checklist reviewed. |
| | <input type="checkbox"/> Complies with CADD Data Standards (i.e. level, line style, line weight, text size, cells, etc.). |

95% Plan Review Checklist

SP Number : _____

Designer : _____

Reviewed By : _____

Date : _____

Impact Attenuator Plan

Page 1 of 1

- | | |
|--|---|
| <input type="checkbox"/> Check to see that the 60% Plan Review comments have been addressed in the 95% Plan. | <input type="checkbox"/> File name, plot name and date of plot at lower left. |
| <input type="checkbox"/> Other items that may have been changed or added since the 60% review. | <input type="checkbox"/> Comparison with Sample Plan completed. |
| <input type="checkbox"/> References to other sheets are accurate (i.e. See Sheet No. xx). | <input type="checkbox"/> Sample Plan Narrative and Checklist reviewed. |
| | <input type="checkbox"/> Complies with CADD Data Standards (i.e. level, line style, line weight, text size, cells, etc.). |

Traffic Barrier Details

Page 1 of 1

- | | |
|--|---|
| <input type="checkbox"/> Check to see that the 60% Plan Review comments have been addressed in the 95% Plan. | <input type="checkbox"/> File name, plot name and date of plot at lower left. |
| <input type="checkbox"/> Other items that may have been changed or added since the 60% review. | <input type="checkbox"/> Comparison with Sample Plan completed. |
| <input type="checkbox"/> References to other sheets are accurate (i.e. See Sheet No. xx). | <input type="checkbox"/> Sample Plan Narrative and Checklist reviewed. |
| | <input type="checkbox"/> Complies with CADD Data Standards (i.e. level, line style, line weight, text size, cells, etc.). |

95% Plan Review Checklist

SP Number : _____
Designer : _____
Reviewed By : _____
Date : _____

Contour Sheets

Page 1 of 1

- | | |
|--|---|
| <input type="checkbox"/> Check to see that the 60% Plan Review comments have been addressed in the 95% Plan. | <input type="checkbox"/> File name, plot name and date of plot at lower left. |
| <input type="checkbox"/> Other items that may have been changed or added since the 60% review. | <input type="checkbox"/> Comparison with Sample Plan completed. |
| <input type="checkbox"/> References to other sheets are accurate (i.e. See Sheet No. xx). | <input type="checkbox"/> Sample Plan Narrative and Checklist reviewed. |
| | <input type="checkbox"/> Complies with CADD Data Standards (i.e. level, line style, line weight, text size, cells, etc.). |

Fencing Plans

Page 1 of 1

- | | |
|--|---|
| <input type="checkbox"/> The following items are shown and properly labeled: <ul style="list-style-type: none"><input type="checkbox"/> Roadway alignments (including equations)<input type="checkbox"/> At least two stations for each alignment on each sheet<input type="checkbox"/> Walls<input type="checkbox"/> Bridges (Proposed/Inplace)<input type="checkbox"/> Inplace railroads<input type="checkbox"/> Inplace roadways adjacent to the proposed construction<input type="checkbox"/> Inplace lakes, rivers, creeks<input type="checkbox"/> Areas of environmental sensitivity<input type="checkbox"/> R/W and Easements | <input type="checkbox"/> References to other sheets are accurate (i.e. See Sheet No. xx). |
| <input type="checkbox"/> Note stating dimensions from R/W to fence locations. | <input type="checkbox"/> Text reads from the right side of the sheet or from the bottom of the sheet. |
| <input type="checkbox"/> Fence gates shown and labeled. | <input type="checkbox"/> All text is legible and there is no text on top of text or lines going through text. |
| <input type="checkbox"/> Scale. | <input type="checkbox"/> Drawn by: and Checked by: Initials included |
| <input type="checkbox"/> North Arrow. | <input type="checkbox"/> File name, plot name and date of plot at lower left. |
| <input type="checkbox"/> Legend. | <input type="checkbox"/> Sheet title at lower right. |
| <input type="checkbox"/> Patterns in legend match the patterns in the plan. | <input type="checkbox"/> S.P. number with T.H. designation at lower right. |
| | <input type="checkbox"/> Comparison with Sample Plan completed. |
| | <input type="checkbox"/> Sample Plan Narrative and Checklist reviewed. |
| | <input type="checkbox"/> Complies with CADD Data Standards (i.e. level, line style, line weight, text size, cells, etc.). |

95% Plan Review Checklist

SP Number : _____

Designer : _____

Reviewed By : _____

Date : _____

Traffic Control Plans

Page 1 of 1

- | | |
|--|---|
| <input type="checkbox"/> Check to see that the 60% Plan Review comments have been addressed in the 95% Plan. | <input type="checkbox"/> File name, plot name and date of plot at lower left. |
| <input type="checkbox"/> Other items that may have been changed or added since the 60% review. | <input type="checkbox"/> Comparison with Sample Plan completed. |
| <input type="checkbox"/> References to other sheets are accurate (i.e. See Sheet No. xx). | <input type="checkbox"/> Sample Plan Narrative and Checklist reviewed. |
| | <input type="checkbox"/> Complies with CADD Data Standards (i.e. level, line style, line weight, text size, cells, etc.). |

Striping Plans

Page 1 of 1

- | | |
|--|---|
| <input type="checkbox"/> Check to see that the 60% Plan Review comments have been addressed in the 95% Plan. | <input type="checkbox"/> Comparison with Sample Plan completed. |
| <input type="checkbox"/> Other items that may have been changed or added since the 60% review. | <input type="checkbox"/> Sample Plan Narrative and Checklist reviewed. |
| <input type="checkbox"/> References to other sheets are accurate (i.e. See Sheet No. xx). | <input type="checkbox"/> Complies with CADD Data Standards (i.e. level, line style, line weight, text size, cells, etc.). |
| <input type="checkbox"/> File name, plot name and date of plot at lower left. | |

Note: Striping Plans may not have been included in the 60% plan. If so, use the 60% and 95% checklists for the 95% review.

95% Plan Review Checklist

SP Number : _____

Designer : _____

Reviewed By : _____

Date : _____

Lighting Plans

Page 1 of 1

- | | |
|--|---|
| <input type="checkbox"/> Check to see that the 60% Plan Review comments have been addressed in the 95% Plan. | <input type="checkbox"/> File name, plot name and date of plot at lower left. |
| <input type="checkbox"/> Other items that may have been changed or added since the 60% review. | <input type="checkbox"/> Comparison with Sample Plan completed. |
| <input type="checkbox"/> References to other sheets are accurate (i.e. See Sheet No. xx). | <input type="checkbox"/> Sample Plan Narrative and Checklist reviewed. |
| | <input type="checkbox"/> Complies with CADD Data Standards (i.e. level, line style, line weight, text size, cells, etc.). |

Note: Lighting Plans may not have been included in the 60% plan. If so, use the 60% and 95% checklists for the 95% review.

Signing Plans

Page 1 of 1

- | | |
|--|---|
| <input type="checkbox"/> Check to see that the 60% Plan Review comments have been addressed in the 95% Plan. | <input type="checkbox"/> File name, plot name and date of plot at lower left. |
| <input type="checkbox"/> Other items that may have been changed or added since the 60% review. | <input type="checkbox"/> Comparison with Sample Plan completed. |
| <input type="checkbox"/> References to other sheets are accurate (i.e. See Sheet No. xx). | <input type="checkbox"/> Sample Plan Narrative and Checklist reviewed. |
| | <input type="checkbox"/> Complies with CADD Data Standards (i.e. level, line style, line weight, text size, cells, etc.). |

Note: Signing Plans may not have been included in the 60% plan. If so, use the 60% and 95% checklists for the 95% review.

95% Plan Review Checklist

SP Number : _____

Designer : _____

Reviewed By : _____

Date : _____

Traffic Management System Plans

Page 1 of 1

- | | |
|--|---|
| <input type="checkbox"/> Check to see that the 60% Plan Review comments have been addressed in the 95% Plan. | <input type="checkbox"/> File name, plot name and date of plot at lower left. |
| <input type="checkbox"/> Other items that may have been changed or added since the 60% review. | <input type="checkbox"/> Comparison with Sample Plan completed. |
| <input type="checkbox"/> References to other sheets are accurate (i.e. See Sheet No. xx). | <input type="checkbox"/> Sample Plan Narrative and Checklist reviewed. |
| | <input type="checkbox"/> Complies with CADD Data Standards (i.e. level, line style, line weight, text size, cells, etc.). |

Note: Traffic Management System Plans may not have been included in the 60% plan. If so, use the 60% and 95% checklists for the 95% review.

Signal Plans

Page 1 of 1

- | | |
|--|---|
| <input type="checkbox"/> Check to see that the 60% Plan Review comments have been addressed in the 95% Plan. | <input type="checkbox"/> File name, plot name and date of plot at lower left. |
| <input type="checkbox"/> Other items that may have been changed or added since the 60% review. | <input type="checkbox"/> Comparison with Sample Plan completed. |
| <input type="checkbox"/> References to other sheets are accurate (i.e. See Sheet No. xx). | <input type="checkbox"/> Sample Plan Narrative and Checklist reviewed. |
| | <input type="checkbox"/> Complies with CADD Data Standards (i.e. level, line style, line weight, text size, cells, etc.). |

Note: Signal Plans may not have been included in the 60% plan. If so, use the 60% and 95% checklists for the 95% review.

95% Plan Review Checklist

SP Number : _____
Designer : _____
Reviewed By : _____
Date : _____

Cross Section Matchline Layout

Page 1 of 1

- | | |
|--|---|
| <input type="checkbox"/> Check to see that the 60% Plan Review comments have been addressed in the 95% Plan. | <input type="checkbox"/> File name, plot name and date of plot at lower left. |
| <input type="checkbox"/> Other items that may have been changed or added since the 60% review. | <input type="checkbox"/> Comparison with Sample Plan completed. |
| <input type="checkbox"/> References to other sheets are accurate (i.e. See Sheet No. xx). | <input type="checkbox"/> Sample Plan Narrative and Checklist reviewed. |
| | <input type="checkbox"/> Complies with CADD Data Standards (i.e. level, line style, line weight, text size, cells, etc.). |

Cross Sections

Page 1 of 1

- | | |
|--|---|
| <input type="checkbox"/> Check to see that the 60% Plan Review comments have been addressed in the 95% Plan. | <input type="checkbox"/> File name, plot name and date of plot at lower left. |
| <input type="checkbox"/> Other items that may have been changed or added since the 60% review. | <input type="checkbox"/> Comparison with Sample Plan completed. |
| <input type="checkbox"/> Sheets should be number with XS1-XS?? | <input type="checkbox"/> Sample Plan Narrative and Checklist reviewed. |
| <input type="checkbox"/> References to other sheets are accurate (i.e. See Sheet No. xx). | <input type="checkbox"/> Complies with CADD Data Standards (i.e. level, line style, line weight, text size, cells, etc.). |