

**PRELIMINARY**

**FINAL**

Consultant: \_\_\_\_\_

- ☐ A. Correct Title Sheet cell for Project (DFR Title Sheet, C-Title Sheet, PRW-Title-Sheet, Title Sheet/Stacked)
  - ☐ B. Index with Subtotals and Total Sheets (HDM 34.1.9)
  - ☐ C. Location/Description
    - ☐ 1. Check Map against Description.
    - ☐ 2. North Arrow
    - ☐ 3. Location Map Labels (.....County or Town/City of .....
  - ☐ D. NPDES Data (HDM 34.2.2)
  - ☐ E. Longitude and Latitude
  - ☐ F. Railroad Involvement Indicated
  - ☐ G. Traffic Data (most recent year)
  - ☐ H. Check Beginning and Ending Stations Notes on Location Map Agree with:
    - ☐ 1. Typical Sections
    - ☐ 2. Plans
    - ☐ 3. Profiles
    - ☐ 4. Cross Sections
    - ☐ 5. Include arrows indicating "Begin" and "End" of project survey(s)
    - ☐ 6. Project area clearly highlighted on map.
  - ☐ I. Include notes for bridges/culverts and notes for exceptions Agree with:
    - ☐ 1. Typical Sections
    - ☐ 2. Plans
    - ☐ 3. Profiles
    - ☐ 4. Cross Sections
  - ☐ J. Check Length of Project
    - ☐ 1. Show Length(s) in Thousandths (Three Decimal Places)
    - ☐ 2. Show mileage for each mainline survey (side roads, connectors, ramps, detours, etc.).
    - ☐ 3. Show total mileage if multiple roads/lines.
    - ☐ 4. Check for Exceptions for Roadway

- ☐ 5. Show equalities in stationing:
  - ☐ a. Agrees with Plans
  - ☐ b. None
- ☐ 6. Check for Bridge/Structures Over 20' in Length.
  - ☐ a. Included in plans
  - ☐ b. Note: "Bridge plans bound under separate cover".
- ☐ K. Group Coordinator – Initials and Date
- ☐ L. Design Group – Initials and Date
- ☐ M. Standard Drawing & Specification Note – Latest Edition
- ☐ N. Design Group No./Group Coordinator Initials & Initials of Preparer
- ☐ O. Check for correct Seal on Title Sheet
  - ☐ 1. Check for Randall Young's Seal.
- ☐ P. Correct design reference label (IB 2003-8)
- ☐ Q. Correct Hydrology Design Reference Label (IB 2009-3)

### III.SUMMARY OF ESTIMATED QUANTITIES

- ☐ A. Proofread Quantities
  - ☐ 1. Check PES numbers against descriptions.
- ☐ B. Determine if Stabilized Construction Entrance is warranted
- ☐ C. Check Quantity for correct Unit.
- ☐ D. Inclusion Items Reflected in Totals
- ☐ E. Minimum Quantities Necessary for the Construction of Plans
- ☐ F. Asphalt Materials Comply with Guidelines for Hot Mix Asphalt Selection (Latest Version)
- ☐ G. All District 6 Projects to include
  - ☐ 1. 1050800 Construction stakes lines & Grades
  - ☐ 2. 1090200 As-Built Construction Plans
- ☐ H. Check for Graded Aggregate Base Course.
- ☐ I. Check for Alternate Bases. (IB 99-7)
  - ☐ 1. Marine Limestone Base Cr.
  - ☐ 2. Recycled Portland Cement Concrete Base Cr.
  - ☐ 3. Macadam Base Cr.
- ☐ J. Check for Coquina Base in District 5.
  - ☐ 1. Note placed on General Construction Note when Coquina Base is selected. (See Instructional Bulletin 2000-2)
- ☐ K. All Bridge Projects Developed by Road Design will Include Pavement Markings (IB 99-4)
  - ☐ 1. 6040010 Paint 4" White Solid Lines (Pvt. Edge Lines)
  - ☐ 2. 6040105 Paint 4" Yellow Broken Lines (Gaps Exc.)
  - ☐ 3. 6040110 Paint 4" Yellow Solid Lines (Pvt. Edge & No Passing Zone)
  - ☐ 4. 6051100 Permanent Yellow Pavement Markers Bi-Dir., Refl. 4"x4"
- ☐ L. Check for new specification for Borrow Excavation

### IV.MOVING ITEMS and REMOVAL & DISPOSAL ITEMS

- ☐ A. Not Required per Project Manager
- ☐ B. Included
  - ☐ 1. Location
  - ☐ 2. Description
  - ☐ 3. Owner
  - ☐ 4. Work To Be Done

### V.DESIGN EXCEPTIONS

- ☐ A. Final Pre-Construction Report Items
  - ☐ 1. Design Speed (HDM 10.1(4))
  - ☐ 2. Horizontal Alignment (HDM CHP. 11)
  - ☐ 3. Vertical Alignment (HDM CHP. 12)
  - ☐ 4. Vertical Clearance (HDM 19.3.2)
  - ☐ 5. Grade (HDM CHP. 12)
  - ☐ 6. Bridge width (HDM 13.5.1)
  - ☐ 7. Superelevation (HDM CHP. 11)
  - ☐ 8. Cross Slope (HDM 13.2.3)

- ☐ 9. Lane width (HDM 13.2.2)
- ☐ 10. Shoulder width (HDM 13.2.6)
- ☐ 11. Stopping sight distance (HDM 10.1.3)
- ☐ 12. Structural Capacity of Bridges (HDM 9.2.2)
- ☐ 13. Horizontal clearance (HDM 11.2.7)
- ☐ B. Copy of "Request for Approval of Design Exceptions" (HDM 9.2A)

#### VI. TYPICAL SECTION(S)

- ☐ A. Pavement design
  - ☐ 1. Primary – approved by Pavement Design Engineer within the last three years (HDM 3.1.15 & IB 2001-8)
  - ☐ 2. Secondary check against Design Plans Field Review Recommendations.
  - ☐ 3. Widths and Thickness/Rates of Materials
    - ☐ a. Agrees with Plans and x-sections
  - ☐ 4. Pavement Legend
  - ☐ 5. Road Group Number, if applicable (IB-2000-3)
  - ☐ 6. Asphalt Materials Used Comply With Guidelines for Hot Mix Asphalt Selection (Latest Version)
  - ☐ 7. Graded Aggregate Bases Shown – not be used in areas with 6' or less width (Requires note on typical section).
- ☐ B. "NTC" If Not To Scale
- ☐ C. Point of Grade Indicated
- ☐ D. Design Speed Block
  - ☐ 1. Completed
  - ☐ 2. Lowest Speed Noted For Group 1 Roads (No Exceptions To Be Noted)
- ☐ E. Ditch note allowing variable ditch where applicable
- ☐ F. Other Notes/Details
  - ☐ 1. Re: Applicable Standard Drawings
  - ☐ 2. Re: Guardrail (Extra 3.5')
  - ☐ 3. Re: Curb & Gutter/Sidewalk
  - ☐ 4. Necessary Detail Drawings
- ☐ G. Lane Width
  - ☐ 1. Agrees with Plans
- ☐ H. Minimum 1.0' Depth of Ditch

#### VII. RIGHT OF WAY DATA SHEET

- ☐ A. Tract Numbers
  - ☐ 1. Agree with Property Strip Map
  - ☐ 2. Agree with Plans
- ☐ B. Owner(s)
- ☐ C. Tax Map Reference
- ☐ D. Tract Total
  - ☐ 1. Acres or square feet per Right of Way Instruments
- ☐ E. Obtain in square feet and acres
- ☐ F. Remain in Acres
  - ☐ 1. If equal to or less than 0.25 acres show remain in square feet
- ☐ G. Permissions Noted
  - ☐ 1. Outfall Ditches
  - ☐ 2. Slope
  - ☐ 3. Drainage Structures
  - ☐ 4. Erosion Control
  - ☐ 5. Entrance

#### VIII. PROPERTY STRIP MAP

- ☐ A. Tracts Numbered (HDM 34.2.5.2)
- ☐ B. Clearly Note Present and New Right of Way
  - ☐ 1. Agrees with Plans

## IX. GENERAL CONSTRUCTION NOTE

- ☐ A. Omitted for R/W Plans
- ☐ B. General Construction Note (IB 2003-6)
- ☐ C. Inclusion Items – items Not Shown in Detail on Plans
  - ☐ 1. Check items for appropriate unit
    - ☐ a. Accurate description for intended use (IB 2003-3)
- ☐ D. Clearing and Grubbing outfall Ditches
- ☐ E. Drives & Build Up/Leveling
  - ☐ 1. Base/Binder
  - ☐ 2. Surface
  - ☐ 3. Liquid Asphalt Binder
- ☐ F. Extra Pipe Per Field Review
- ☐ G. Perforate Pipe Underdrain Per Field Review
  - ☐ 1. Aggregate Underdrain
    - ☐ a. For 4" pipe = 11CY per 100LF
    - ☐ b. For 6" pipe = 13CY per 100LF
- ☐ H. Riprap (Tons)
  - ☐ 1. Geotextile Fabric under Riprap (HDM 35.5C)
  - ☐ 2. Quantities broken down for specific use (bridges ends, ditches, etc.)
- ☐ I. Reset Fence
- ☐ J. Seeding/Sodding or Permanent/Temporary Vegetation
  - ☐ 1. Unmulched unless otherwise specified on field review
    - ☐ a. Fertilizer (10-10-10) – Tons (1000#Ac)
    - ☐ b. Lime – Tons (1 Ton/Acre)
    - ☐ c. Nitrogen – Pounds (48# Per Acre)
  - ☐ 2. Temporary Seeding
    - ☐ a. 50% unless otherwise specified on field review
    - ☐ b. Fertilizer @ 500 lbs./Ac unless otherwise specified on field review
- ☐ K. Mowing
- ☐ L. Erosion Control Items (Listed Separate)
  - ☐ 1. Sediment tubes per field review/Job Requirements (IB 2003-4)
  - ☐ 2. Silt Fence per field review/Job Requirements
  - ☐ 3. Other Items
    - ☐ a. Specified on field review
    - ☐ b. Necessary for adequate erosion control
- ☐ M. Unclassified Excavation & Borrow Per field review – for removal and replacing unstable material
- ☐ N. Prime Coat for Aggregate or Sand Clay Bases (IB 94-7)
- ☐ O. Project Data (Information Box)
- ☐ P. Alternate Pipe Note (IB 96-8)

## X. REFERENCE DATA SHEETS

- ☐ A. Plan Data
  - ☐ 1. Control Points
  - ☐ 2. Relocation Control Points (IB 97-10)
  - ☐ 3. Reference Points
  - ☐ 4. Curve Data
    - ☐ a. Superelevation Noted (IB 2003-11)
  - ☐ 5. Benchmarks
    - ☐ a. Description
    - ☐ b. Elevation
    - ☐ c. Datum: Assumed, NAVD-88, Or NGVD-29 (IB 96-3)
  - ☐ 6. Curb Grade Profile Data
- ☐ B. Plan Sheet Layout Diagram
  - ☐ 1. Agrees with Plans

## XI.FIRST PLAN SHEET

- ☐ A. Right of Way Notes (IB 97-8)
- ☐ B. Utility Notes (PPG 4-2)
- ☐ C. All Items in Section XII Below

## XII.ALL PLAN SHEETS

- ☐ A. North Arrow
- ☐ 1. Bearing(s) on all Centerline Tangents
- ☐ B. R/W Data
  - ☐ 1. Show Property Lines
  - ☐ 2. Tracts numbered
  - ☐ 3. Give Pluses for Shifts and at Beginning and End of Tapers for New R/W.
  - ☐ 4. Label R/W at Beginning and End of each Plan Sheet.
  - ☐ 5. Label R/W at Breaks/Shifts for New R/W.
  - ☐ 6. Label Triangle Areas (PPG 12-7)
  - ☐ 7. Estimated Excavation
    - ☐ a. Entrances
      - ☐ 1. Beyond Right of Way Limits
      - ☐ 2. Relocated, New Construction/Alignment (IB 97-10)
      - ☐ 3. Estimated Excavation
    - ☐ b. Pipe/Drainage Structures Beyond Right of Way Limits
- ☐ C. Show Travelway Widths
  - ☐ 1. Beginning & End of Each Street
  - ☐ 2. Beginning and End of Tapers
    - ☐ a. Give Pluses at Beginning and End
  - ☐ 3. Radii at Intersections per Face of Gutter/Edge of Pavement
  - ☐ 4. Medians Labeled per Standard Drawing No. 100-8
- ☐ D. Construction Lines Plotted and labeled (cut/fill)
  - ☐ 1. N.P.D.E.S. Lines (IB 2002-7)
- ☐ E. New Guardrail Plotted (Check Roadside Design Guide) – use only after all other options are considered.
- ☐ F. Relocation Notes (IB 97-10)
- ☐ G. Plotted For Readability at 50% reduction
- ☐ H. Label Control of Access
- ☐ I. Special Notes
- ☐ J. Drainage – Pipe and Structures
  - ☐ 1. Check against Design Plans Field Review Recommendations/Hydrology.
  - ☐ 2. Adequate Cross line Lengths
  - ☐ 3. Location of Catch Basins
    - ☐ a. Agrees with grades
    - ☐ b. Locations (Low Points and Spacing)
  - ☐ 4. Extra depth of box (include additional pay items if needed; drainage base, riser, etc. per Std. Drw. 719-21)
  - ☐ 5. Structures (ie. Culvert)
    - ☐ a. Agrees with Culvert Details (Bridge Department).
  - ☐ 6. Drainage information provided by Hydraulic Section (Including invert elevation for storm sewer and cross line pipe).
  - ☐ 7. Check Profile for cross line pipe 48" or greater (Hydrology data)
  - ☐ 8. Length of pipe plotted correctly.
- ☐ K. Symbolology (Per Standard Drawing No. 100-8)
- ☐ L. Design
  - ☐ 1. Turning Radii meets design (HDM 15.3.2.2)
  - ☐ 2. Sight Distances (Stopping)
  - ☐ 3. Lane Alignment
- ☐ M. Right of Way Note(s) for Present R/W
  - ☐ 1. File/Docket/Project Number/Date
- ☐ N. Alignment Control Note (IB 97-11)

### **XIII.PROFILE SHEETS**

- ☐ A. Grade Line
  - ☐ 1. Vertical Curves
    - ☐ a. PI Station and elevation
    - ☐ b. Lengths
    - ☐ c. Sight Distance
  - ☐ 2. Equalities in stationing plotted
- ☐ B. Special Ditch Notes if over 300'
- ☐ C. Proposed Outfall Ditch Grades
- ☐ D. Elevations
  - ☐ 1. V.P.C. s
  - ☐ 2. V.P.T. s
  - ☐ 3. Percent of Grade Shown
    - ☐ a. Check for Minimum or Maximum (HDM 12.3.1)
  - ☐ 4. Type of Gradeline Noted (Finished, Subgrade)
  - ☐ 5. Agrees with X-Sections
- ☐ E. Vertical Clearances (Bridges, Overpasses, Trees etc.)
  - ☐ 1. Structure Stations
  - ☐ 2. Toe of fill
- ☐ F. Earthwork
  - ☐ 1. Notes Agree with Excavation/Embankment on Cross-Sections
  - ☐ 2. Balance Points
  - ☐ 3. Overhaul
    - ☐ a. 3,000ft Freehaul – Roadway Only
    - ☐ b. Include calculations in quantity folder.
- ☐ G. Curb grades included in plans.
  - ☐ 1. Agree with centerline grades when parallel.
  - ☐ 2. Agree with top of curb elevations on cross sections.

### **XIV.EROSION CONTROL PLANS**

- ☐ A. a Need Erosion Control Data sheet if N.P.D.E.S. is over 1.0 Acres

### **XV.CROSS SECTIONS**

- ☐ A. Show exceptions to project
- ☐ B. Equality in Stationing Notes
- ☐ C. Volumes agrees with earthwork
- ☐ D. S. E. Notes
  - ☐ 1. Beginning and Ending
  - ☐ 2. Maximum
  - ☐ 3. Not required for Curb and Gutter Sections
- ☐ E. Bridge Notes
  - ☐ 1. Begin and End of Bridge
  - ☐ 2. Toe of Fills