August 26, 2005

INSTRUCTIONAL BULLETIN NO. 2005-8

SUBJECT: Road Design Deliverables for Hydraulic Engineering
EFFECTIVE DATE: September 1, 2005
SUPERSEDES: None
RE: Plan Preparation Guide, Chapter 9 Paragraph 1 "Plans for Hydrology"

For Hydraulic Engineering to perform their work, certain details of the roadway design are needed. The roadway information needed by Hydraulic Engineering for various types of work is shown below in detail. When the required roadway information is delivered to Hydraulic Engineering, the Road Design Group will then input this date into PPMS. This delivery date must only be put into PPMS when all data has been delivered. No roadway information is to be delivered to Hydraulic Engineering unless all information is ready and packaged together. **No partial delivery is acceptable.** Hydraulic Engineering cannot begin work until all necessary information itemized below is received. Do not status PPMS until all information is provided to Hydraulic Engineering. If the Road Design Group is to receive both the roadway drainage/storm sewer design and NPDES design from Hydraulic Engineering, both activities in PPMS must have dates entered. If the project is redesigned and road data has to be resubmitted to Hydraulic Engineering, then the dates in PPMS need to reflect the latest submittal. Please make every effort to follow this procedure.

For Bridge Projects:

Information Needed to Begin the Bridge Hydrology Study:

1. Alignment (road and bridge)
2. Existing Profiles (existing finish grade, ground line under bridge, 30 foot left and right profiles
3. Existing Templates
4. Creek Traverse (with cross sections)
5. Any Other Outfall Surveys (with cross sections)

Note: From the above, the Hydraulic Engineering Section will determine and provide the Road Design Section with the "Minimum Finished Grade" of the Road and the "Span and Bridge Length to include the Begin and End Bridge Stations".

Information Needed to Continue the Bridge Hydrology Study:

1. The Plotted Proposed Finished Grade (with templates including ditches)

For Storm Sewers:

Hard Copy

1. Cross Sections to scale on half size sheets
   a. Mainline
   b. Side roads
   c. Outfall ditches
2. Plan Sheets to scale on half size sheets
   a. Centerline final grades for mainline
   b. Final grades for side roads
   c. All outfall ditch surveys
   d. Limits of construction line
   e. All existing survey pipe recommendations

Electronic Copy

1. Project .gpk file
2. Project pp.dgn file
3. Project pf.dgn file
4. Project .new file
5. Drainage Report File from SOA
6. List of names for centerline and top of curb pgl's, and names and locations of all other file names of requested information emailed to Hydraulic Engineering Squad Leader
7. Most accurate curb grades
   a. Prior to Design Field Review (DFR), curb grades will be preliminary
   b. Shortly after DFR, curb grades will be final

For Roadway Drainage:

Hard Copy

1. Cross Sections to scale on half size sheets
   a. Mainline
   b. Side roads
   c. Outfall ditches
2. Plan Sheets to scale on half size sheets
   a. Centerline final grades for mainline
   b. Final grades for side roads
   c. All outfall ditch surveys
   d. Limits of construction line
   e. All existing survey pipe recommendations

Electronic Copy

1. Project pp.dgn file
2. Project pf.dgn file
3. Project .new file

Upon receipt of the hydraulic design and sediment and erosion control plans, the Design Group Coordinator will set-up a meeting with a representative from Hydraulic Engineering and their consultants, if applicable, to review in detail their plan. This will enhance the transfer of information to Road Design in order to improve its inclusion in the roadway plans.

Approved: _____

E. S. Eargle
Road Design Engineer

ESE:afg
cc:
Mark C. Lester, Prog. Dev. West
Rocque Kneece, Prog. Dev. East
Randy Williamson, 'C' Program Development
Charles K. Smoak, Hydraulic Engineer
Doug McClure, Bridge Design Engineer