BRIDGE DESIGN MEMORANDUM – DM0214

TO: RPG Structural Engineers
    Design Consultants

DATE: March 18, 2014

RE: Revised Labeling of Bridge Plans

With the implementation of the new Project Programming System (P2S), the Department has begun assigning a Project ID to each project. The Project ID replaces the File Number that the Department has historically used for project identification.

Include the Project ID in the title information on the title sheet of the bridge plans and include a Bridge Plans ID on each sheet of the plans. The Bridge Plans ID consists of the seven-digit Project ID that is generated by P2S followed by a dash and then the suffix B01. On projects with multiple sets of bridge plans, the suffix is increased by one (i.e. B02, B03, etc.) on subsequent sets of plans.

The SCDOT Bridge Drawings and Details will be updated to reflect this new plans identification policy. In the title information of the title sheet, File Number will be replaced with Project ID. In the upper right corner of the sheet, the PCN block will be replaced with a Bridge Plans ID block. The File Number block in the title block of the standard drawing border sheet will be removed and a Bridge Plans ID block will be placed in the upper right corner of the sheet. The Total Sheets block will be removed from both the title sheet and the standard drawing border sheet.

In addition to the new project identification changes indicated above, a new information block has been added in the lower left corner of the title sheet. For plans of replacement bridges, include the Asset ID of the existing bridge in this block. For new bridges that are not replacing existing bridges, an Asset ID will not be available at the time of plans production. In this case, insert “Not Assigned” in the block.

Attached are templates of the title sheet and standard border sheet that show the changes. Effective with the June 2014 Letting, ensure that all bridge plans include the new Project ID labels. For plan sets that have already been printed and signed, create a new title sheet in accordance with this memo. All other sheets may be corrected by carefully and legibly hand
writing the Bridge Plans ID in the upper right corner of the sheet. If sheets are corrected in this manner, update all CADD files so future prints will have the correct information on the sheet.

A Contract ID is also generated by P2S when a project is added to a letting. When multiple projects are combined into a single contract, each of the projects will share the same Contract ID. Do not add the Contract ID to the plans. Before the plans are uploaded into the Department’s Plans Library system, the Engineering Reproduction Services office will place a Contract ID watermark stamp on the electronic copy of the title sheet of each set of plans.

Original Signed by James W. Kendall, Jr.
on March 18, 2014

James W. Kendall, Jr., P.E.
Preconstruction Support Engineer

JWK:afg
Attachments
cc: Bridge Construction Engineer
    Bridge Maintenance Engineer
    FHWA Structural Engineer
Preconstruction Support Managers
Regional Production Engineers
RPG Design Managers
File:PC/BWB
PROPOSED PLANS
FOR
COUNTY PROJECT ID
ROUTE
REPLACE BRIDGE OVER

SITE LOCATION

Note to Designer:
If plans are for a replacement bridge,
insert the Asset ID of the existing bridge.
For new bridges insert "Not Assigned".

Note to Designer:
If plans are for a replacement bridge,"x x x x" may be inserted in the Special
Specifications on the Plans.

Submit Shop Plans to:
Insert Name of Consulting Firm
Insert Mailing Address
Telephone: (XXXX) XXX-XXXX

Approximate Location of Bridges:
Latitude: XX.XX.XX
Longitude: XX.XX.XX

SCDOT DESIGN:
PRECONSTRUCTION SUPPORT: XXXX
PRECONSTRUCTION SUPPORT: STRUCTURES
CIP: DESIGN MANAGER
ART: PROGRAM MANAGER

NOTE: THIS DESIGN BRIEF IS NOT INTENDED TO BE COMPLETE OR THE COMPLETE DESCRIPTION OF THE PROJECT. THE DESIGNER IS RESPONSIBLE FOR CONSTRUCTION IN ACCORDANCE WITH THE REQUIREMENTS OF THE CONTRACT DOCUMENTS. THE CONTRACT DOCUMENTS ARE FOR CONSTRUCTION AND ARE SUBJECT TO THE SPECIFICATIONS, CONDITIONS, AND REQUIREMENTS OF THE BID DOCUMENTS.