July 20, 1999

MEMORANDUM TO GROUP LEADERS & CONSULTANTS

SUBJECT: REVISED SHOP PLAN POLICY AND STANDARD NOTES

The attached standard notes sheets should be used for bridge projects beginning with the October 1999 letting. Your attention is directed to the revised note entitled, “WORKING DRAWINGS”.

This change was required to address conflicts between the current shop plan policy and the “Working Drawing” note. The revised note and revised shop plan policy now contain the same wording with respect to exceptions.

The revised “SCDOT Bridge Design Policy On Shop Plan Submittals” dated July 13, 1999 should be used when reviewing shop plan submittals.

Plans that are complete and that will be let in October 1999 or later must be revised to include this revision. Your cooperation in this matter is appreciated.

Randy R. Cannon, P.E.
Bridge Design Engineer

Attachments:

cc: Assistant Bridge Engineers
Bridge Construction Engineer

File: PC/REL
F.) Prestressed Concrete Beam or Girder on 22x36 inch (ISO A1) or 11x17 inch (ISO A3).
G.) Post-tensioned Concrete Beam or Girder on 22x36 inch (ISO A1).
H.) Prestressed Concrete Piling on 11x17 inch (ISO A3).
I.) Miscellaneous Prestressed and Post-tensioned Concrete Members. on 11x17 inch (ISO A3) or 22x36 inch (ISO A1) as needed.
J.) Other items as may be required in the project plans or in the Special Provisions 11x17 inch (ISO A3) or 22x36 inch (ISO A1) as needed.

5.) Shop plan submittals shall bear the seal and signature of a South Carolina Registered Professional Engineer with the exception of submittals for the following items that are fabricated in accordance with details shown in plans.
   A.) Armor plates.
   B.) Prestressed concrete piling.
   C.) Bearing or sole plates, shims and booster plates.
   D.) Anchor bolt assemblies and tie rod assemblies.

6.) Temporary FAX submittals will only be accepted when approved by the Bridge Design Engineer and **MUST** be followed by submittal of the proper number and size of shop plans.

7.) Fabricators shall electronically submit "as fabricated" drawings to the Bridge Design Engineer for the Department's project records. The "as fabricated" drawings are required for all items, except item E, defined under item number 4 above.

8.) Submittals for falsework/form systems shall be submitted to the Bridge Construction Engineer at the following address:

   South Carolina Department of Transportation  
   Bridge Construction Engineer-Room 504  
   955 Park Street  
   Columbia, S.C. 29201

Submittals are required for the following falsework/form system items:

   A.) Cofferdams
   B.) Temporary Sheet Piling used as walls or construction aids.
   C.) New falsework/form systems used for the first time.
   D.) Miscellaneous falsework/form systems as may be required in the Standard Specifications or Special Provisions.

The Contractor shall send to the Bridge Construction Engineer seven (7) copies for review and acceptance on all projects except railroad projects. On railroad projects, the Contractor shall submit nine (9) copies for review and acceptance.
SCDOT BRIDGE DESIGN POLICY ON SHOP PLAN SUBMITTALS

The following policy shall be adhered to when submitting shop plans for review and acceptance for fabrication to either the Bridge Design Office or directly to the Department's Design Consultant. Failure to follow the policy on shop plan submittals will delay processing of submittals. This policy is intended to include only those items which will remain as a permanent part of the structure. Submittals of design calculations and drawings for Contractor proposed falsework/form systems shall continue as required by the Special Provisions and item number eight below.

1.) Shop plan submittals to the Department shall be forwarded to the following address:

South Carolina Department of Transportation
Bridge Design Engineer - Room 508
955 Park Street
Columbia, S.C. 29201
Attention Mr. Howard Ingle

Shop plan submittals for Consultant designed projects shall be sent directly to the Department's Design Consultant. The Contractor will be provided the necessary mailing information at the Preconstruction Conference.

For all submittals, a copy of the transmittal letter shall be sent to the Bridge Construction Engineer and to the Resident Construction Engineer. When submittals are sent directly to the Department's Design Consultant, a copy of the transmittal letter shall also be sent to the Bridge Design Engineer.

2.) All shop plan submittals shall be clearly marked as containing "SHOP PLANS".

3.) All shop plan submittals shall contain seven (7) white print sets of drawings. Shop plan submittals shall be on either 22x36 inch (ISO A1 METRIC size 841.0 mm x 594.0 mm) or 11x17 inch (ISO A3 METRIC size 420.0 mm x 297.0 mm) paper as indicated below.

4.) Shop plan submittals are required for the following items:

A.) Structural Steel Members on 22x36 inch (ISO A1).
B.) Structural Steel Parts of Expansion Joint on 22x36 inch (ISO A1).
C.) Structural Steel Parts of Bearings on 22x36 inch (ISO A1).
D.) Miscellaneous Steel Members except piling and sway bracing on 22x36 inch (ISO A1).
E.) SIP Bridge Deck Forms 22x36 inch (ISO A1).
WIDENING EXISTING CONCRETE STRUCTURE

CONCRETE NEW CONCRETE IS TO BE CAST AGAINST EXISTING CONCRETE.

SUMMARY OF ALL CONCRETE, CEMENT, INSULATION, AND OTHER MATERIALS LISTED IS TO BE INCLUDED IN THE UNIT PRICE BID FOR REINFORCING STEEL.

ALL REINFORCING STEEL MATERIALS MENTIONED IN THE CONTRACT DOCUMENTATION, SUCH AS STEELIFIED CONCRETE, MUST BE USED.

ALL MATERIALS ARE TO BE SUPPLIED IN ACCORDANCE WITH THE CONTRACT DOCUMENTATION.

PRESERVED STEEL BEAMS SHOWN IN THE DRAWINGS ARE TO BE CAST AGAINST EXISTING CONCRETE.

PRECASTED STEEL BEAMS SHOWN IN THE DRAWINGS ARE TO BE CAST AGAINST EXISTING CONCRETE.

ALLOWANCE FOR DEAD LOAD DEFLATION AND SETTLEMENT ON PRECASTED STEEL BEAMS IS TO BE INCLUDED IN THE UNIT PRICE BID.

CONCRETE NEW CONCRETE IS TO BE CAST AGAINST EXISTING CONCRETE.

SUMMARY OF ALL CONCRETE, CEMENT, INSULATION, AND OTHER MATERIALS LISTED IS TO BE INCLUDED IN THE UNIT PRICE BID FOR REINFORCING STEEL.

PRECASTED STEEL BEAMS SHOWN IN THE DRAWINGS ARE TO BE CAST AGAINST EXISTING CONCRETE.

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