

Excel Sheets for Plan Production

New data sheets have been developed using Microsoft Excel for plan production to make tabular format plan data easier. The Excel-based data sheets are intended to speed up data entry, calculations, and plan drafting. It is also intended to eliminate the need to retype or re-enter data sent in by consultants or other departmental offices.

The sheets can be printed directly to an Adobe PDF and included in the final plan set without the need to transfer the sheets into MicroStation via Axiom. The sheets reduce the manual calculations and repetitive data entry through Excel's tabular references and automatically calculated formulas.

Minor revisions and updates, centralization of data that was previously spread across many files and the ability to apply digital seals to the final plans are additional benefits to utilizing these Excel sheets.

There also exists the ability to import the data directly from the Excel sheet into the P2S and RWDMS systems.

Excel Templates and instructions can be located on the SCDOT Cadd Design internet page:
http://www.scdot.org/doing/cadd_DesignFiles.aspx

The following sheets can be prepared using the Excel templates:

- Summary of Estimated Quantities
- Construction Plans Review Quantity Sheet
- Moving Items, Removal & Disposal, and New Fence Sheets
- Right of Way Data Sheet
- Erosion Control Data Sheet
- Survey Control Data Sheet

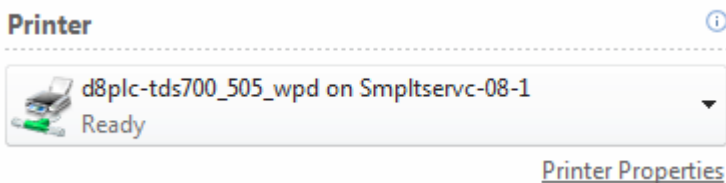
To begin each sheet for a new project, download the Excel file and add the 5-digit project number into its name.

Unless otherwise noted all text is to be entered on these sheets in ALL-CAPS to improve readability.

Converting Excel Sheets to Adobe PDF

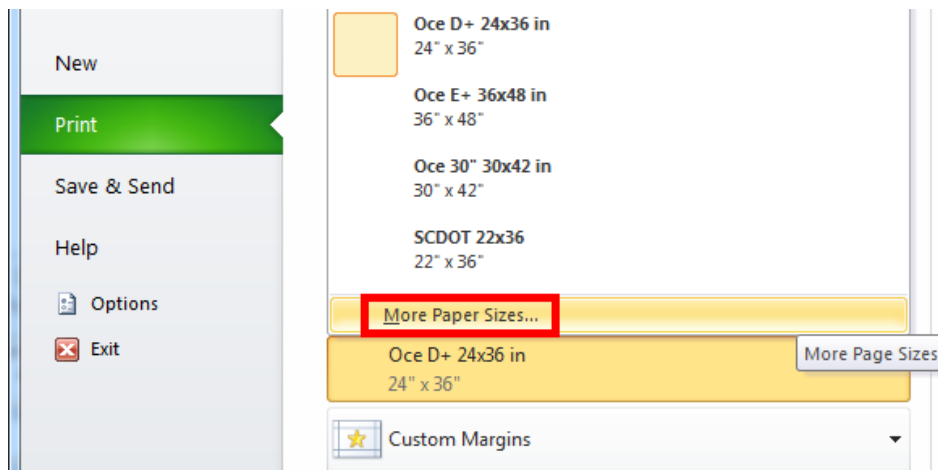
Select **File > Print** in Excel

Select the [\\smpltstservc-08-1\d8plc-tds700_505_wpd](#) plotter queue (or another Windows driver large format plotter.)

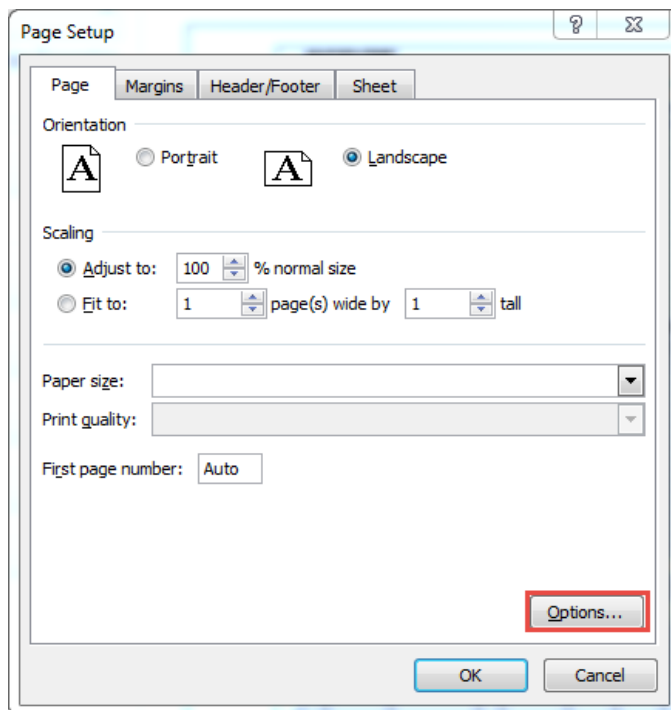


The first time this process is followed, a custom **22" x 36"** paper size must be created. After this has been done once, the local settings will be saved for future prints.

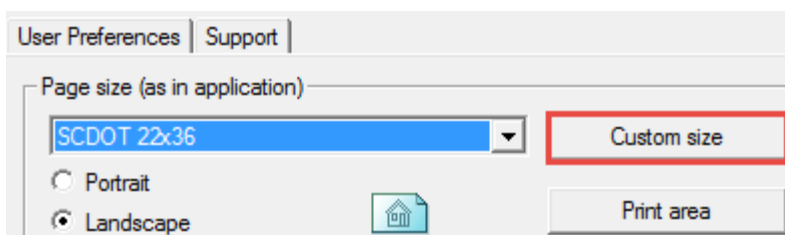
Click on the **Page Size** listing to expand. Choose **More Paper Sizes**.



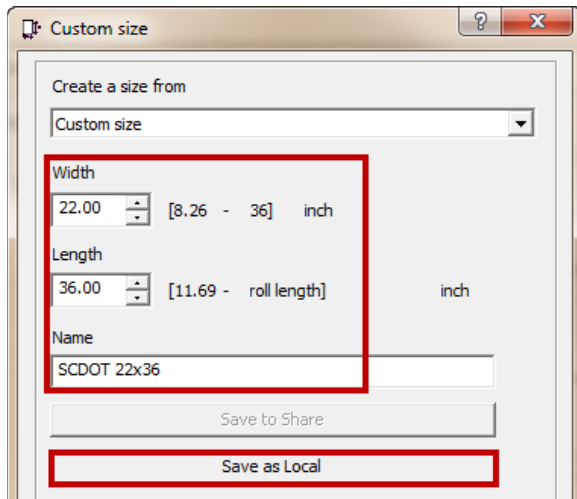
Select the **Options** button.



Press the **Custom Size** button.

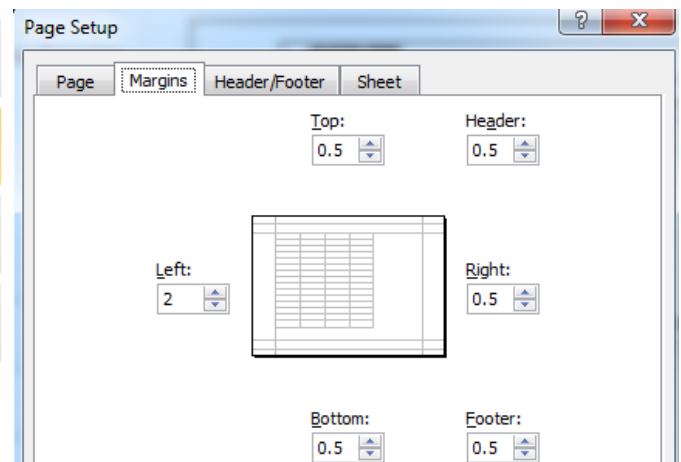
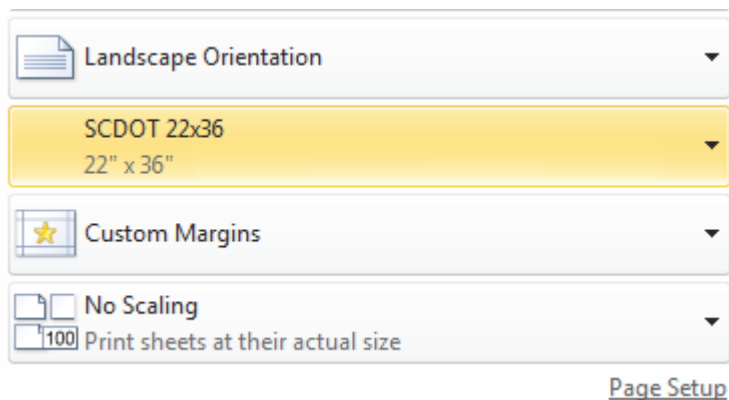


Set the **Width to 22"** and the **Length to 36"**, enter the name **SCDOT22x36** and press the **Save as Local** button.

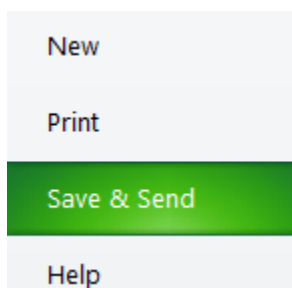


Under **File > Print**, change the settings as follows: (it should remember these the next time you print)

- Landscape Orientation
- Set paper size to SCDOT 22x36
- Custom Margins – Set Left to 2", Top/Bottom/Right to 0.5"
- No Scaling



Select **File > Save & Send** (on the left)



Select **Create Adobe PDF** (in center)

File Types



Change File Type



Create Adobe PDF



Create PDF/XPS Document

Select **Create Adobe PDF** (on top right)

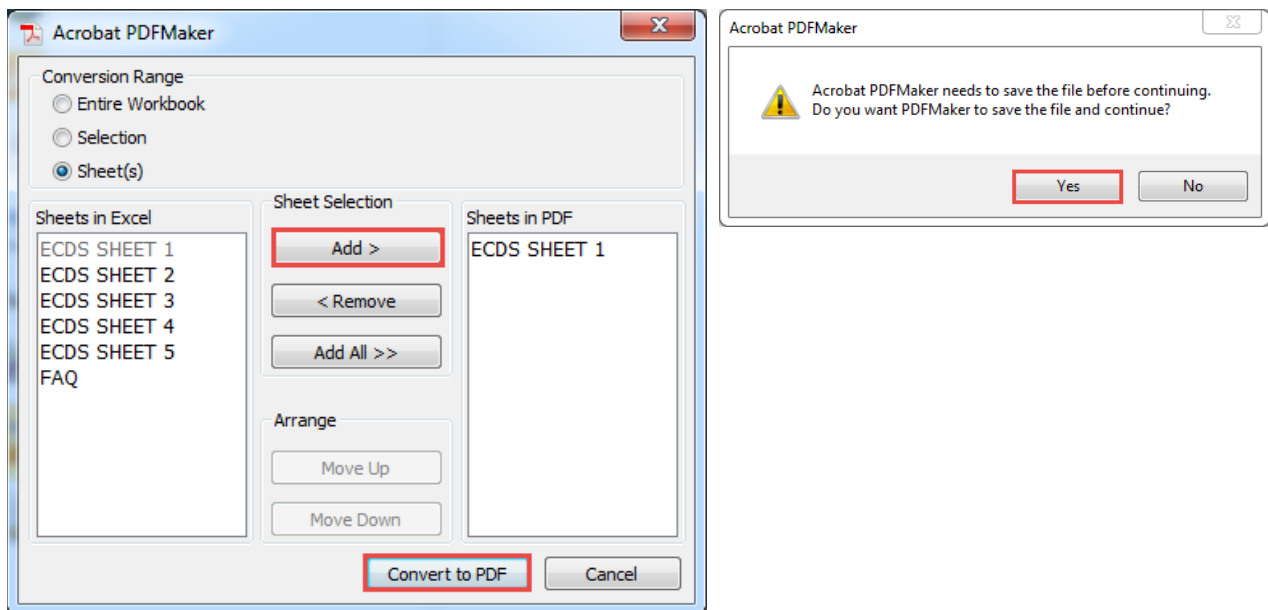
Create Adobe PDF



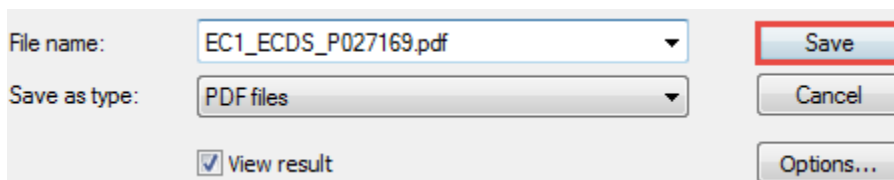
Convert to PDF using Adobe Acrobat

- Viewable and printable on most platforms
- Reliable and secure way of exchanging and archiving documents
- Preserves original document look and feel

On the Acrobat PDFMaker dialog, press the **Convert to PDF** button. Select **Yes** to save the file. [Repeat these steps for each individual ECDS Sheet # to create individual PDF files for each sheet.]



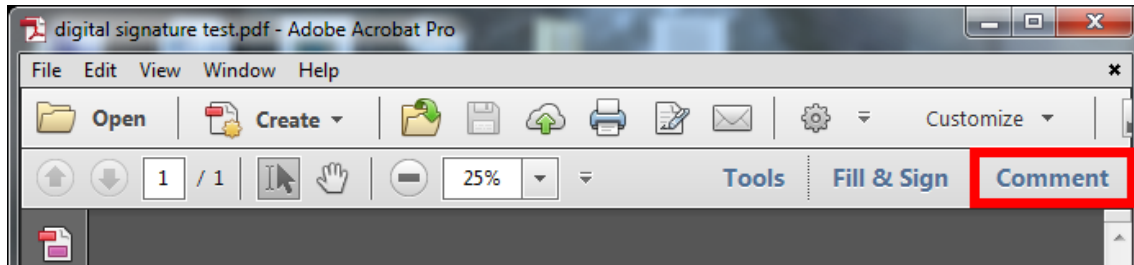
Enter a filename and press **Save**. [Note: For digital signatures and IPS files, extract each page of the pdf to single sheets and name them appropriately.]



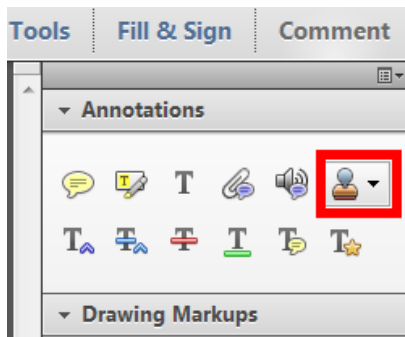
Apply PE Seal to Adobe PDF

Each plan sheet should be an individual single page pdf and named according to the File Naming Conventions for Roadway Plans.

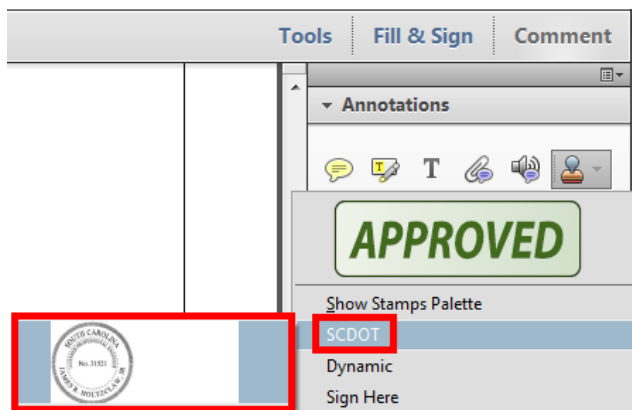
Open the pdf plan sheet in Adobe Acrobat. (Reader will work as well.) Expand the **Comment** tools in the upper right corner.



Click on the **Add Stamp** tool in the Annotations list to bring up the list of available stamps.



Highlight the **SCDOT** group to bring up SCDOT's stamps. Click on the **PE Seal** stamp to select it.



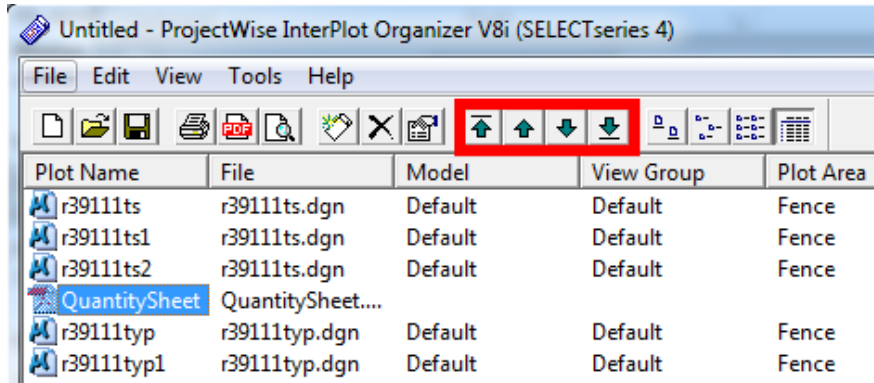
Click on the PDF document in the proper location to **place the seal**.



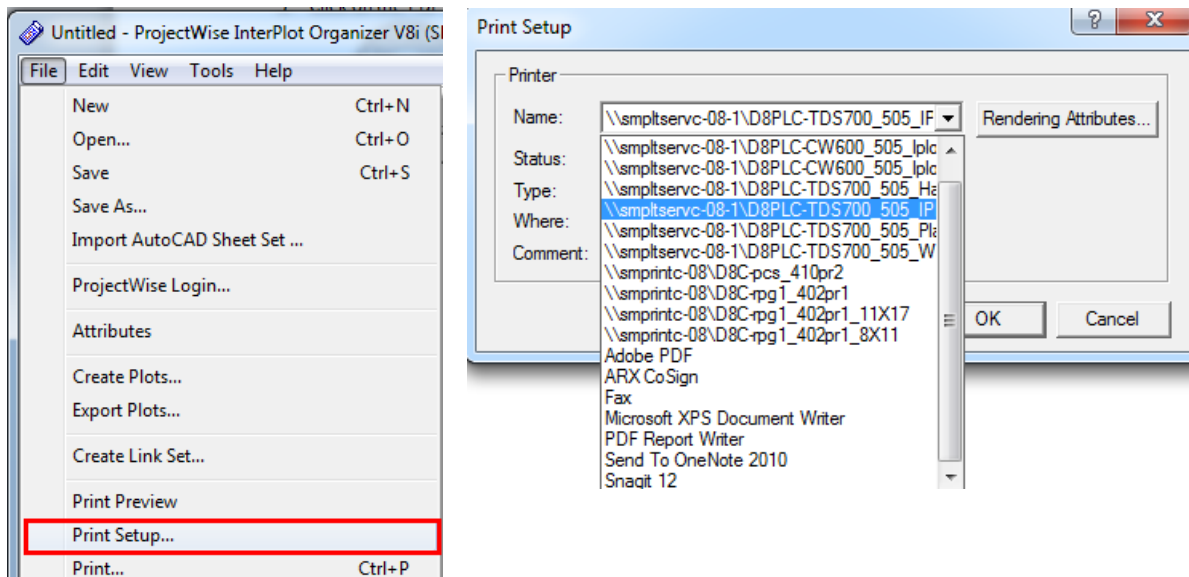
The sheet can now be added to the Iplot file for plotting in order to be manually signed and scanned back in as a PDF (and/or ready for digitally signing).

Adding PDF to Iplot IPS File

PDFs can be added to the Iplot IPS files in the same manner as DGN files. Open the IPS file and drag the PDF from the folder into the plotting list. Use the arrow keys to move the file to the correct location in the plan set for plotting.



Before plotting, check the plotter driver to ensure the correct driver is being used. In the File menu, select Print Setup. Check that either the Halfsize Iplot or the regular Iplot drivers are being used, NOT the WPD Windows driver.

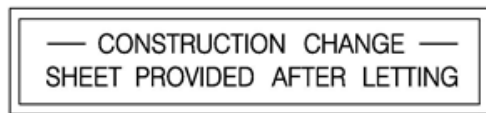


Construction Changes after Letting

If changes are made after letting, the appropriate Excel files must be revised and re-exported as fresh Adobe PDF files. Before making changes, **create a copy** of the current excel file and rename the PDF file to include the **date it was printed** (e.g. "r37212_RWDS_2015-07-12.xlsm") so that an archive copy is kept. The printing date can be found in the bottom left corner of the sheet.

Make the necessary revisions to the Excel file. On the FAQ tab, locate the **Construction Change image**. Select **Copy** and activate the Excel plan sheet to **Paste** the image. Resize and move the image to the upper right corner.

Follow the Export to Adobe PDF instructions above to recreate a new plan sheet and re-apply the PE Seal. Remove the outdated plan sheet from the IPS file and add the revised sheet.



P2S Input Quantities Individually

Launch P2S and select **Project > Program** in the menu at the top of the screen.



Enter the Project ID and press **Search**. **Highlight** the project in the box below and press “Program Selected Project”.

Search Projects

Project Identity

Project ID

Project Name FMIS Project Number

Description

Project Phase Project Status

Work By Consultant or LPA

Project Type Approval Status

Program Manager Approver

Funding

Funding Type

Obligation Date Between and

Cost Estimate Less Than Dollars

Cost Estimate Greater Than Dollars

Location

District

County

Route Type

ID	Name	Description
0041380	US 78/SC 781 Intersection Improvement	INTERSECTION AT US 78 WITH SC 781 IN WILLISTON (US 78/SC 781)

1 of 1 Projects

[Project Summary Report](#) | [Map Projects](#)

Select the appropriate **County** (If multiple counties exist on the project, repeat these steps for each project’s quantities.) Click the box under Pay Item Categories to create a new Category. Enter **Roadway Items**. Enter the Category Length and Federal Construction Class #. Press the **Save Changes** button.

Locations Percent of Project Length Spec Book Year

Pay Item Categories

Category Number	Category Description	Bridge ID	Category Length	Federal Construction Class
<input checked="" type="checkbox"/>	ROADWAY ITEMS	<input type="text"/>	<input type="text" value="0.68"/>	<input type="text" value="2"/>

Click the **1st** row under the Category Pay Items to activate the row. **Begin typing** the Pay Item #. After 3 or more characters, the **drop down** of pay item numbers will appear. Keep typing the full pay item number or **select the pay item #** from the drop down.

Category 001 Pay Items

Item #
107
1071100
1071512
1075001
1071000
1071510
1075004
1075002
1071001

The Item Description and Units will auto-populate. **Enter** the Estimated Quantity. Tabs and arrow keys can be used to navigate between the pay items.

Category 001 Pay Items

Item #	Item Description	Units	*Estimated Qty.
<input type="checkbox"/> 1071100	TRAFFIC CONTROL	EA	1
<input type="checkbox"/> 2012001	CLEARING & GRUBBING WITHIN ROADWAY	ACRE	1

Pressing the **magnifying glass** will allow you to search for a pay item and also select multiple pay items at once. Enter the first three numbers of the pay item and press the **Search** button. Scroll through the list and **check** the items required for the project in this pay item series. After selecting the desired pay items from the search screen, press the **Use Selected Items** button. **Enter** the Quantities for each pay item.

Filter Items

Item Number	<input type="text" value="203"/>	Item Description	<input type="text"/>	Units	<input type="text"/>	Spec Year	<input type="text" value="2007"/>	<input type="button" value="Search"/>
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Item Number	Item Description	Units	Spec Year
<input checked="" type="checkbox"/> 2030010	FURNISH AND INSTALL MAILBOX	EA	2007
<input type="checkbox"/> 2030011	RELOCATE MAILBOX	EA	2007
<input checked="" type="checkbox"/> 2031000	UNCLASSIFIED EXCAVATION	CY	2007
<input type="checkbox"/> 2031100	ORGANIC TOPSOIL	CY	2007
<input type="checkbox"/> 2031200	SITE EXCAVATION	LS	2007
<input type="checkbox"/> 2032000	ROCK EXCAVATION	CY	2007
<input checked="" type="checkbox"/> 2033000	BORROW EXCAVATION	CY	2007
<input type="checkbox"/> 2033010	BORROW EXCAVATION - SPECIAL (FA-10)	CY	2007
<input type="checkbox"/> 2033011	BORROW EXCAVATION - SPECIAL (FA-10)	TON	2007
<input type="checkbox"/> 2033015	BORROW EXCAVATION - SPECIAL (FA-13)	CY	2007
<input type="checkbox"/> 2033020	BORROW EXCAVATION - LIGHTWEIGHT BORROW EXCAVATION	CY	2007
<input type="checkbox"/> 2033025	BORROW EXCAVATION - (AASHTO TYPE A-1 SAND)	TON	2007
<input type="checkbox"/> 2033030	BORROW MATERIAL - CONTROLLED FILL	CY	2007

After inputting all of the pay items, press the **Save Changes** button to save the pay items into the system.

Continue with the **P2S Export Quantities to Excel** instructions for completing the Quantity Sheet for plan production.

P2S Import Quantities from Excel

Review the data on the Quantity Sheet 1 and Quantity Sheet 2 tabs to ensure accuracy.

Open the tab labeled **MySheet** and confirm that all item numbers and quantities are shown accurately.

If any pay items have multiple entries with the same Item Number (such as items listed on the Moving Items, Removal & Disposal sheet), label them appropriately in the SA Desc column.

If any pay items are part of alternative options in the bid (such as if a contractor has included several possible base courses in the bid), number them appropriately in the Altitem column.

	A	B	C	D
1	Item#	Qty	SA Desc	Altitem
2	1071000	1		
3	2012000	1		
4	2023000	3332		
5	2027801	495		
6	2028605	10		
7	2031000	17581		
8	2033000	116828		
9	2033100	1		
10				

Save the document and **close Excel** entirely.

Launch P2S and open **Project > Program** in the menu at the top of the screen.



Enter the Project ID and press **Search**. **Highlight** the project in the box below and press the **Program Selected Project** button.

Search Projects

Project Identity

Project ID:

Project Name: FMIS Project Number:

Description:

Project Phase: Project Status:

Work By: Consultant or LPA:

Project Type: Approval Status:

Program Manager: Approver:

Funding

Funding Type:

Obligation Date Between: and

Cost Estimate Less Than: Dollars

Cost Estimate Greater Than: Dollars

Location

District:

County:

Route Type:

ID	Name	Description
0041380	US 78/SC 781 Intersection Improvement	INTERSECTION AT US 78 WITH SC 781 IN WILLISTON (US 78/SC 781)

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[Project Summary Report](#) | [Map Projects](#)

Select the appropriate County and Category, and then press the **Import from Excel** link.

Pay Items - Project 0041380 Multiple Locations, Multiple Routes

Locations: **Barnwell** Percent of Project Length: 3% Spec Book Year: 2007

Pay Item Categories

Category Number	Category Description	Bridge ID	Category Length	Federal Construction Class
001	ROADWAY ITEMS		0.068 miles	2

Delete Selected

Category 001 Pay Items

Item #	Item Description	Units	*Estimated Qty.	SA	SA Description	Altitem
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Import from Excel

Click the **Browse** button that appears, then locate and open the Quantities Sheet **Excel** file in the project directory.

Select an Excel File:

Browse

Note: In order to import correctly, the selected file must include a worksheet labeled "MySheet" with "Item#", "Qty", "SA Desc" and "Altitem" as column headers. The rest of the information about each pay item (such as the item description and unit) will be populated by the system based on the Item#.

Review the Pay Items imported into the list.

Click twice on the checkbox labeled "**Pay Items Ready for Transmittal**" to first check, then un-check it. The program has a tendency to consider it checked otherwise.

Click **Save Changes**.

8100100 PERMANENT COVER ACRE 0.403 False

Total Pay Items: 0

Delete Selected

☒ Pay Items Ready for Transmittal

Save Changes

Discard Changes

Print | View in Excel

Request Approval | Cancel Approval | Notify

P2S Export Quantities to Excel

Launch P2S and select **Projects > Program**

Home Search **Projects** Reports

Program

Waynesville Arden Hendersonville Huntersville Concord

Franklin Gastonia Charlotte

Enter the **Project ID** and press the **Search** button. **Highlight** the correct project and press the **Program Selected Project**.

Search Projects

Project Identity

Project ID: 39389

Project Name: FMIS Project Number

Description:

Project Phase: All Project Status: Active

Work By: Consultant or LPA

Project Type: Approval Status

Program Manager: Approver

Funding

Funding Type:

Obligation Date Between: and

Cost Estimate Less Than: Dollars

Cost Estimate Greater Than: Dollars

Location

District:

County:

Route Type:

Search **Reset**

ID	Name	Description
0039389	HENRY BROWN BLVD (PHASE I)	WIDENING OF S-136 FROM LIBERTY HALL ROAD (S-529) TO RED BANK ROAD (S-29)

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[Project Summary Report](#) | [Map Projects](#)

Program Selected Project

Highlight the appropriate **Category** field if more than one quantity type exists. Determine the **Total Pay Items #** in the bottom left of the screen. Press the **View in Excel** button.

[Note: If the quantities are not currently sorted in order in P2S, press the Item # column heading to sort. Press the Save Changes button to save.]

Pay Items - Project 0039389 **Berkeley County, S- 136**

Locations: Berkeley Percent of Project Length: 100% Spec Book Year: 2007

Pay Item Categories

Category Number	Category Description	Bridge ID	Category Length	Federal Construction Class
001	ROADWAY		3.177 miles	2

Category 001 Pay Items

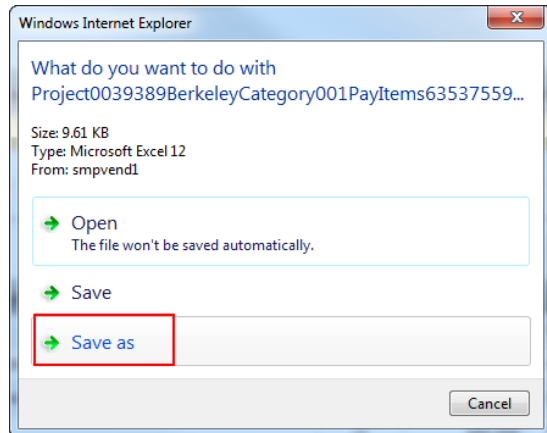
Item #	Item Description	Units	*Estimated Qty.	SA	SA Description	AltItem
1071000	TRAFFIC CONTROL	LS	1.000	False		
2012000	CLEARING & GRUBBING WITHIN ROADWAY	LS	1.000	False		
2023000	REMOVAL & DISPOSAL OF EXISTING PAVEMENT	SY	3332.000	False		
2027801	REMOVAL OF EXIST. GUARDRAIL	LF	495.000	False		
2028605	CULVERT EXTENSION PREPARATION	EA	10.000	False		
2031000	UNCLASSIFIED EXCAVATION	CY	17581.000	False		
2033000	BORROW EXCAVATION	CY	116828.000	False		
2033100	BORROW PIT SET-UP	LS	1.000	False		
2034000	MUCK EXCAVATION	CY	55971.000	False		
2034515	15" DIAMETER PIPE ADDITIONAL FOUNDATION WORK	LF	10.000	False		
2034518	18" DIAMETER PIPE ADDITIONAL FOUNDATION WORK	LF	10.000	False		
2034530	24" DIAMETER PIPE ADDITIONAL FOUNDATION WORK	LF	10.000	False		
2034530	30" DIAMETER PIPE ADDITIONAL FOUNDATION WORK	LF	10.000	False		

Total Pay Items: 156

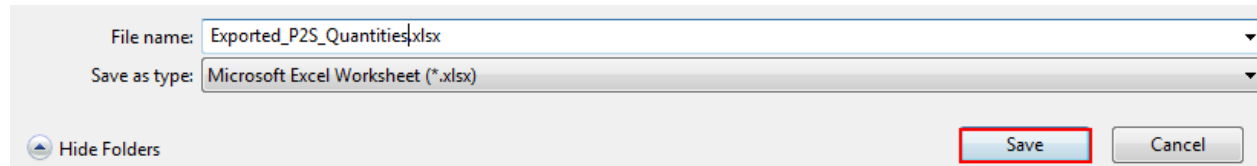
View in Excel

Save Changes **Discard Changes** **Print** **Request Approval** **Cancel Approval** **Notify**

Press the **Save as** button to save the Excel file to your project directory.



Navigate to your project directory and enter a file name. Press the **Save** button. Open the newly saved Excel file.



Paste the data into the tab named **"Paste Data Here"** beginning with cell A1 in the Cadd Standard **"Quantity.xlsx"** Excel file located on the Cadd Support webpage.

[Note: Do not delete rows, move rows, sort, etc. in the Quantity Excel sheet because the formulas will not perform correctly. Any and all edits need to take place in the P2S Excel Export prior to copying and pasting.]

	A	B	C	D	E	F
1	Item#	Description	Unit	Qty	SA	SA Desc
2	1071000	TRAFFIC C	LS	1	False	
3	2012000	CLEARING	LS	1	False	
4	2023000	REMOVAL	SY	3332	False	
5	2027801	REMOVAL	LF	495	False	
6	2028605	CULVERT	EA	10	False	
7	2031000	UNCLASSI	CY	17581	False	
8	2033000	BORROW	CY	116828	False	
9	2033100	BORROW	LS	1	False	

	A	B	C	D	E	F
1	1071000	TRAFFIC C	LS	1		STEP 1:
2	2012000	CLEARING	LS	1		DO NOT DELET
3	2023000	REMOVAL	SY	3332		FORMULAS WIL
4	2027801	REMOVAL	LF	495		
5	2028605	CULVERT	EA	10		IF THE DATA
6	2031000	UNCLASSI	CY	17581		EXCEL FILE, .
7	2033000	BORROW	CY	116828		FILE PRIOR T
8	2033100	BORROW	LS	1		
9	2034000	MUCK EX	CY	55971		STEP 2A:
10	2034515	15" DIAM	LF	10		IF GREATER T
11	2034518	18" DIAM	LF	10		CELL A1 FOR

Review the results on the Excel tabs – **Quantity Sheet 1** and **Quantity Sheet 2**.

A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																													
SOUTH CAROLINA DEPARTMENT OF TRANSPORTATION													10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024	10-1-2024

Quantity Sheet Finalization

Enter the **County, Project ID, and Route/Road No.** onto the Quantity Sheet 1. It will be copied to the Quantity Sheet 2. Edit the **Sheet No.** as necessary for your plan set.

M	N	O	P	Q	R	S	T	U
	FED. RD. DIST. NO.	STATE	COUNTY		PROJECT ID		ROUTE/ROAD NO.	SHEET NO.
	3	S.C.	BERKELEY		39389		S-136	2A

Save the Excel file to your project directory.

File name: 39389_QuantitySheet.xlsx

Save as type: Excel Workbook (*.xlsx)

Authors: Neal, Iris F. Tags: Add a tag Title: Add a title

☐ Save Thumbnail

Tools Save Cancel

Continue the **Export Excel Sheets to Adobe PDF** to create a pdf and add the pdf to the Iplot file for plotting and/or digital signatures.

Quantity Sheet Preparation Using Manual Input

If the Quantity data has not been inputted into P2S or if P2S is not accessible to the user, the quantities can be entered manually into the Excel sheet and sent to the appropriate party for import into P2S.

In the Quantities Sheet, open the **Paste Data Here** tab. Enter the quantity data into the four columns on the left.

1. Column A: Item Number
2. Column B: Pay Item
3. Column C: Pay Unit
4. Column D: Unit Quantity

	A	B	C	D	E	F	G
1	1071000	TRAFFIC CLS		1		STEP 1:	
2	2012000	CLEARING LS		1		DO NOT DELETE ROWS, MOVE ROWS, ETC. IN THIS FILE OR THE	
3	2023000	REMOVAL SY		3332		FORMULAS WILL NOT PERFORM CORRECTLY.	
4	2027801	REMOVAL LF		495			
5	2028605	CULVERT EA		10		IF THE DATA IS NOT SORTED PROPERLY COMING FROM THE P2S	
6	2031000	UNCLASS CY		17581		EXCEL FILE, ALL EDITS MUST BE DONE IN THE EXPORTED EXCEL	
7	2033000	BORROW CY		116828		FILE PRIOR TO COPYING AND PASTING TO THIS FILE.	
8	2033100	BORROW LS		1			
9						STEP 2:	

Review the results on the Excel tabs – Quantity Sheet 1 and Quantity Sheet 2.

SOUTH CAROLINA DEPARTMENT OF TRANSPORTATION									
SUMMARY OF ESTIMATED QUANTITIES									
ITEM NO.	PAY ITEM	QUANTITY	PAY UNIT	ITEM NO.	PAY ITEM	QUANTITY	PAY UNIT	ITEM NO.	PAY ITEM
1071000	TRAFFIC CONTROL	1.000	LS	415711	PAV-2-WAY-1SECT HANDUP/ANDBEHEN PEDESTRIAN SIGNAL HEAD	3.000	EA	702100	REIN. STEEL FOR STRUCTURES (ROADWAY)
2023000	CLEARING & REMOVAL WITHIN ROADWAY	1.000	LS	415714	PAV-WAY-1SECT HANDUP/ANDBEHEN PEDESTRIAN SIGNAL HEAD	2.000	EA		
2023000	REMOVAL & DISPOSAL OF EXISTING PAVEMENT	3332.000	LF	415715	PAV-WAY-1SECT HANDUP/ANDBEHEN PEDESTRIAN SIGNAL HEAD	2.000	EA		
2027801	REMOVAL OF EXIST. GUARDRAIL	495.000	LF	415717	PAV-WAY-1SECT HANDUP/ANDBEHEN PEDESTRIAN SIGNAL HEAD	10.000	EA		
2028605	CULVERT EXTENSION PREPARATION	10.000	EA	415718	PAV-WAY-1SECT HANDUP/ANDBEHEN PEDESTRIAN SIGNAL HEAD	10.000	EA		
2031000	UNCLASSIFIED EXCAVATION	17581.000	CY	415719	PAV-WAY-1SECT HANDUP/ANDBEHEN PEDESTRIAN SIGNAL HEAD	10.000	EA		
2033000	BORROW EXCAVATION	116828.000	CY	415720	PAV-WAY-1SECT HANDUP/ANDBEHEN PEDESTRIAN SIGNAL HEAD	10.000	EA		
2033100	BORROW PILE SET-UP	1.000	LS	415721	PAV-WAY-1SECT HANDUP/ANDBEHEN PEDESTRIAN SIGNAL HEAD	10.000	EA		
2048100	18" DIAMETER PIPE ADDITIONAL FOUNDATION WORK	5541.000	LF	415722	PAV-WAY-1SECT HANDUP/ANDBEHEN PEDESTRIAN SIGNAL HEAD	10.000	EA		
2048100	18" DIAMETER PIPE ADDITIONAL FOUNDATION WORK	10.000	LF	415723	PAV-WAY-1SECT HANDUP/ANDBEHEN PEDESTRIAN SIGNAL HEAD	10.000	EA		
2048100	18" DIAMETER PIPE ADDITIONAL FOUNDATION WORK	10.000	LF	415724	PAV-WAY-1SECT HANDUP/ANDBEHEN PEDESTRIAN SIGNAL HEAD	10.000	EA		
2048100	18" DIAMETER PIPE ADDITIONAL FOUNDATION WORK	10.000	LF	415725	PAV-WAY-1SECT HANDUP/ANDBEHEN PEDESTRIAN SIGNAL HEAD	10.000	EA		
2048100	18" DIAMETER PIPE ADDITIONAL FOUNDATION WORK	10.000	LF	415726	PAV-WAY-1SECT HANDUP/ANDBEHEN PEDESTRIAN SIGNAL HEAD	10.000	EA		
2048100	18" DIAMETER PIPE ADDITIONAL FOUNDATION WORK	10.000	LF	415727	PAV-WAY-1SECT HANDUP/ANDBEHEN PEDESTRIAN SIGNAL HEAD	10.000	EA		
2048100	18" DIAMETER PIPE ADDITIONAL FOUNDATION WORK	10.000	LF	415728	PAV-WAY-1SECT HANDUP/ANDBEHEN PEDESTRIAN SIGNAL HEAD	10.000	EA		
2048100	18" DIAMETER PIPE ADDITIONAL FOUNDATION WORK	10.000	LF	415729	PAV-WAY-1SECT HANDUP/ANDBEHEN PEDESTRIAN SIGNAL HEAD	10.000	EA		
2048100	18" DIAMETER PIPE ADDITIONAL FOUNDATION WORK	10.000	LF	415730	PAV-WAY-1SECT HANDUP/ANDBEHEN PEDESTRIAN SIGNAL HEAD	10.000	EA		
2048100	18" DIAMETER PIPE ADDITIONAL FOUNDATION WORK	10.000	LF	415731	PAV-WAY-1SECT HANDUP/ANDBEHEN PEDESTRIAN SIGNAL HEAD	10.000	EA		
2048100	18" DIAMETER PIPE ADDITIONAL FOUNDATION WORK	10.000	LF	415732	PAV-WAY-1SECT HANDUP/ANDBEHEN PEDESTRIAN SIGNAL HEAD	10.000	EA		
2048100	18" DIAMETER PIPE ADDITIONAL FOUNDATION WORK	10.000	LF	415733	PAV-WAY-1SECT HANDUP/ANDBEHEN PEDESTRIAN SIGNAL HEAD	10.000	EA		
2048100	18" DIAMETER PIPE ADDITIONAL FOUNDATION WORK	10.000	LF	415734	PAV-WAY-1SECT HANDUP/ANDBEHEN PEDESTRIAN SIGNAL HEAD	10.000	EA		
2048100	18" DIAMETER PIPE ADDITIONAL FOUNDATION WORK	10.000	LF	415735	PAV-WAY-1SECT HANDUP/ANDBEHEN PEDESTRIAN SIGNAL HEAD	10.000	EA		
2048100	18" DIAMETER PIPE ADDITIONAL FOUNDATION WORK	10.000	LF	415736	PAV-WAY-1SECT HANDUP/ANDBEHEN PEDESTRIAN SIGNAL HEAD	10.000	EA		
2048100	18" DIAMETER PIPE ADDITIONAL FOUNDATION WORK	10.000	LF	415737	PAV-WAY-1SECT HANDUP/ANDBEHEN PEDESTRIAN SIGNAL HEAD	10.000	EA		
2048100	18" DIAMETER PIPE ADDITIONAL FOUNDATION WORK	10.000	LF	415738	PAV-WAY-1SECT HANDUP/ANDBEHEN PEDESTRIAN SIGNAL HEAD	10.000	EA		
2048100	18" DIAMETER PIPE ADDITIONAL FOUNDATION WORK	10.000	LF	415739	PAV-WAY-1SECT HANDUP/ANDBEHEN PEDESTRIAN SIGNAL HEAD	10.000	EA		
2048100	18" DIAMETER PIPE ADDITIONAL FOUNDATION WORK	10.000	LF	415740	PAV-WAY-1SECT HANDUP/ANDBEHEN PEDESTRIAN SIGNAL HEAD	10.000	EA		
2048100	18" DIAMETER PIPE ADDITIONAL FOUNDATION WORK	10.000	LF	415741	PAV-WAY-1SECT HANDUP/ANDBEHEN PEDESTRIAN SIGNAL HEAD	10.000	EA		
2048100	18" DIAMETER PIPE ADDITIONAL FOUNDATION WORK	10.000	LF	415742	PAV-WAY-1SECT HANDUP/ANDBEHEN PEDESTRIAN SIGNAL HEAD	10.000	EA		
2048100	18" DIAMETER PIPE ADDITIONAL FOUNDATION WORK	10.000	LF	415743	PAV-WAY-1SECT HANDUP/ANDBEHEN PEDESTRIAN SIGNAL HEAD	10.000	EA		
2048100	18" DIAMETER PIPE ADDITIONAL FOUNDATION WORK	10.000	LF	415744	PAV-WAY-1SECT HANDUP/ANDBEHEN PEDESTRIAN SIGNAL HEAD	10.000	EA		
2048100	18" DIAMETER PIPE ADDITIONAL FOUNDATION WORK	10.000	LF	415745	PAV-WAY-1SECT HANDUP/ANDBEHEN PEDESTRIAN SIGNAL HEAD	10.000	EA		
2048100	18" DIAMETER PIPE ADDITIONAL FOUNDATION WORK	10.000	LF	415746	PAV-WAY-1SECT HANDUP/ANDBEHEN PEDESTRIAN SIGNAL HEAD	10.000	EA		
2048100	18" DIAMETER PIPE ADDITIONAL FOUNDATION WORK	10.000	LF	415747	PAV-WAY-1SECT HANDUP/ANDBEHEN PEDESTRIAN SIGNAL HEAD	10.000	EA		
2048100	18" DIAMETER PIPE ADDITIONAL FOUNDATION WORK	10.000	LF	415748	PAV-WAY-1SECT HANDUP/ANDBEHEN PEDESTRIAN SIGNAL HEAD	10.000	EA		
2048100	18" DIAMETER PIPE ADDITIONAL FOUNDATION WORK	10.000	LF	415749	PAV-WAY-1SECT HANDUP/ANDBEHEN PEDESTRIAN SIGNAL HEAD	10.000	EA		
2048100	18" DIAMETER PIPE ADDITIONAL FOUNDATION WORK	10.000	LF	415750	PAV-WAY-1SECT HANDUP/ANDBEHEN PEDESTRIAN SIGNAL HEAD	10.000	EA		
2048100	18" DIAMETER PIPE ADDITIONAL FOUNDATION WORK	10.000	LF	415751	PAV-WAY-1SECT HANDUP/ANDBEHEN PEDESTRIAN SIGNAL HEAD	10.000	EA		
2048100	18" DIAMETER PIPE ADDITIONAL FOUNDATION WORK	10.000	LF	415752	PAV-WAY-1SECT HANDUP/ANDBEHEN PEDESTRIAN SIGNAL HEAD	10.000	EA		
2048100	18" DIAMETER PIPE ADDITIONAL FOUNDATION WORK	10.000	LF	415753	PAV-WAY-1SECT HANDUP/ANDBEHEN PEDESTRIAN SIGNAL HEAD	10.000	EA		
2048100	18" DIAMETER PIPE ADDITIONAL FOUNDATION WORK	10.000	LF	415754	PAV-WAY-1SECT HANDUP/ANDBEHEN PEDESTRIAN SIGNAL HEAD	10.000	EA		
2048100	18" DIAMETER PIPE ADDITIONAL FOUNDATION WORK	10.000	LF	415755	PAV-WAY-1SECT HANDUP/ANDBEHEN PEDESTRIAN SIGNAL HEAD	10.000	EA		
2048100	18" DIAMETER PIPE ADDITIONAL FOUNDATION WORK	10.000	LF	415756	PAV-WAY-1SECT HANDUP/ANDBEHEN PEDESTRIAN SIGNAL HEAD	10.000	EA		
2048100	18" DIAMETER PIPE ADDITIONAL FOUNDATION WORK	10.000	LF	415757	PAV-WAY-1SECT HANDUP/ANDBEHEN PEDESTRIAN SIGNAL HEAD	10.000	EA		
2048100	18" DIAMETER PIPE ADDITIONAL FOUNDATION WORK	10.000	LF	415758	PAV-WAY-1SECT HANDUP/ANDBEHEN PEDESTRIAN SIGNAL HEAD	10.000	EA		
2048100	18" DIAMETER PIPE ADDITIONAL FOUNDATION WORK	10.000	LF	415759	PAV-WAY-1SECT HANDUP/ANDBEHEN PEDESTRIAN SIGNAL HEAD	10.000	EA		
2048100	18" DIAMETER PIPE ADDITIONAL FOUNDATION WORK	10.000	LF	415760	PAV-WAY-1SECT HANDUP/ANDBEHEN PEDESTRIAN SIGNAL HEAD	10.000	EA		
2048100	18" DIAMETER PIPE ADDITIONAL FOUNDATION WORK	10.000	LF	415761	PAV-WAY-1SECT HANDUP/ANDBEHEN PEDESTRIAN SIGNAL HEAD	10.000	EA		
2048100	18" DIAMETER PIPE ADDITIONAL FOUNDATION WORK	10.000	LF	415762	PAV-WAY-1SECT HANDUP/ANDBEHEN PEDESTRIAN SIGNAL HEAD	10.000	EA		
2048100	18" DIAMETER PIPE ADDITIONAL FOUNDATION WORK	10.000	LF	415763	PAV-WAY-1SECT HANDUP/ANDBEHEN PEDESTRIAN SIGNAL HEAD	10.000	EA		
2048100	18" DIAMETER PIPE ADDITIONAL FOUNDATION WORK	10.000	LF	415764	PAV-WAY-1SECT HANDUP/ANDBEHEN PEDESTRIAN SIGNAL HEAD	10.000	EA		
2048100	18" DIAMETER PIPE ADDITIONAL FOUNDATION WORK	10.000	LF	415765	PAV-WAY-1SECT HANDUP/ANDBEHEN PEDESTRIAN SIGNAL HEAD	10.000	EA		
2048100	18" DIAMETER PIPE ADDITIONAL FOUNDATION WORK	10.000	LF	415766	PAV-WAY-1SECT HANDUP/ANDBEHEN PEDESTRIAN SIGNAL HEAD	10.000	EA		
2048100	18" DIAMETER PIPE ADDITIONAL FOUNDATION WORK	10.000	LF	415767	PAV-WAY-1SECT HANDUP/ANDBEHEN PEDESTRIAN SIGNAL HEAD	10.000	EA		
2048100	18" DIAMETER PIPE ADDITIONAL FOUNDATION WORK	10.000	LF	415768	PAV-WAY-1SECT HANDUP/ANDBEHEN PEDESTRIAN SIGNAL HEAD	10.000	EA		
2048100	18" DIAMETER PIPE ADDITIONAL FOUNDATION WORK	10.000	LF	415769	PAV-WAY-1SECT HANDUP/ANDBEHEN PEDESTRIAN SIGNAL HEAD	10.000	EA		
2048100	18" DIAMETER PIPE ADDITIONAL FOUNDATION WORK	10.000	LF	415770	PAV-WAY-1SECT HANDUP/ANDBEHEN PEDESTRIAN SIGNAL HEAD	10.000	EA		
2048100	18" DIAMETER PIPE ADDITIONAL FOUNDATION WORK	10.000	LF	415771	PAV-WAY-1SECT HANDUP/ANDBEHEN PEDESTRIAN SIGNAL HEAD	10.000	EA		
2048100	18" DIAMETER PIPE ADDITIONAL FOUNDATION WORK	10.000	LF	415772	PAV-WAY-1SECT HANDUP/ANDBEHEN PEDESTRIAN SIGNAL HEAD	10.000	EA		
2048100	18" DIAMETER PIPE ADDITIONAL FOUNDATION WORK	10.000	LF	415773	PAV-WAY-1SECT HANDUP/ANDBEHEN PEDESTRIAN SIGNAL HEAD	10.000	EA		
2048100	18" DIAMETER PIPE ADDITIONAL FOUNDATION WORK	10.000	LF	415774	PAV-WAY-1SECT HANDUP/ANDBEHEN PEDESTRIAN SIGNAL HEAD	10.000	EA		
2048100	18" DIAMETER PIPE ADDITIONAL FOUNDATION WORK	10.000	LF	415775	PAV-WAY-1SECT HANDUP/ANDBEHEN PEDESTRIAN SIGNAL HEAD	10.000	EA		
2048100	18" DIAMETER PIPE ADDITIONAL FOUNDATION WORK	10.000	LF	415776	PAV-WAY-1SECT HANDUP/ANDBEHEN PEDESTRIAN SIGNAL HEAD	10.000	EA		
2048100	18" DIAMETER PIPE ADDITIONAL FOUNDATION WORK	10.000	LF	415777	PAV-WAY-1SECT HANDUP/ANDBEHEN PEDESTRIAN SIGNAL HEAD	10.000	EA		
2048100	18" DIAMETER PIPE ADDITIONAL FOUNDATION WORK	10.000	LF	415778	PAV-WAY-1SECT HANDUP/ANDBEHEN PEDESTRIAN SIGNAL HEAD	10.000	EA		
2048100	18" DIAMETER PIPE ADDITIONAL FOUNDATION WORK	10.000	LF	415779	PAV-WAY-1SECT HANDUP/ANDBEHEN PEDESTRIAN SIGNAL HEAD	10.000	EA		
2048100	18" DIAMETER PIPE ADDITIONAL FOUNDATION WORK	10.000	LF	415780	PAV-WAY-1SECT HANDUP/ANDBEHEN PEDESTRIAN SIGNAL HEAD	10.000	EA		
2048100	18" DIAMETER PIPE ADDITIONAL FOUNDATION WORK	10.000	LF	415781	PAV-WAY-1SECT HANDUP/ANDBEHEN PEDESTRIAN SIGNAL HEAD	10.000	EA		
2048100	18" DIAMETER PIPE ADDITIONAL FOUNDATION WORK	10.000	LF	415782	PAV-WAY-1SECT HANDUP/ANDBEHEN PEDESTRIAN SIGNAL HEAD	10.000	EA		
2048100	18" DIAMETER PIPE ADDITIONAL FOUNDATION WORK	10.000	LF	415783	PAV-WAY-1SECT HANDUP/ANDBEHEN PEDESTRIAN SIGNAL HEAD	10.000	EA		
2048100	18" DIAMETER PIPE ADDITIONAL FOUNDATION WORK	10.000	LF	415784	PAV-WAY-1SECT HANDUP/ANDBEHEN PEDESTRIAN SIGNAL HEAD	10.000	EA		
2048100	18" DIAMETER PIPE ADDITIONAL FOUNDATION WORK	10.000	LF	415785	PAV-WAY-1SECT HANDUP/ANDBEHEN PEDESTRIAN SIGNAL HEAD	10.000	EA		
2048100	18" DIAMETER PIPE ADDITIONAL FOUNDATION WORK	10.000	LF	415786	PAV-WAY-1SECT HANDUP/ANDBEHEN PEDESTRIAN SIGNAL HEAD	10.000	EA		
2048100	18" DIAMETER PIPE ADDITIONAL FOUNDATION WORK	10.000	LF	415787	PAV-WAY-1SECT HANDUP/ANDBEHEN PEDESTRIAN SIGNAL HEAD	10.000	EA		
2048100	18" DIAMETER PIPE ADDITIONAL FOUNDATION WORK	10.000	LF	415788	PAV-WAY-1SECT HANDUP/ANDBEHEN PEDESTRIAN SIGNAL HEAD	10.000	EA		
2048100	18" DIAMETER PIPE ADDITIONAL FOUNDATION WORK	10.000	LF	415789	PAV-WAY-1SECT HANDUP/ANDBEHEN PEDESTRIAN SIGNAL HEAD	10.000	EA		
2048100	18" DIAMETER PIPE ADDITIONAL FOUNDATION WORK	10.000	LF	415790	PAV-WAY-1SECT HANDUP/ANDBEHEN PEDESTRIAN SIGNAL HEAD	10.000	EA		
2048100	18" DIAMETER PIPE ADDITIONAL FOUNDATION WORK	10.000	LF	415791	PAV-WAY-1SECT HANDUP/ANDBEHEN PEDESTRIAN SIGNAL HEAD	10.000	EA		
2048100	18" DIAMETER PIPE ADDITIONAL FOUNDATION WORK	10.000	LF	415792	PAV-WAY-1SECT HANDUP/ANDBEHEN PEDESTRIAN SIGNAL HEAD	10.000	EA		
2048100	18" DIAMETER PIPE ADDITIONAL FOUNDATION WORK	10.000	LF	415793	PAV-WAY-1SECT HANDUP/ANDBEHEN PEDESTRIAN SIGNAL HEAD	10.000	EA		
2048100	18" DIAMETER PIPE ADDITIONAL FOUNDATION WORK	10.000	LF	415794	PAV-WAY-1SECT HANDUP/ANDBEHEN PEDESTRIAN SIGNAL HEAD	10.000	EA		
2048100	18" DIAMETER PIPE ADDITIONAL FOUNDATION WORK	10.000	LF	415795	PAV-WAY-1SECT HANDUP/ANDBEHEN PEDESTRIAN SIGNAL HEAD	10.000	EA		
2048100	18" DIAMETER PIPE ADDITIONAL FOUNDATION WORK	10.000	LF	415796	PAV-WAY-1SECT HANDUP/ANDBEHEN PEDESTRIAN SIGNAL HEAD	10.000	EA		
2048100	18" DIAMETER PIPE ADDITIONAL FOUNDATION WORK	10.000	LF	415797	PAV-WAY-1SECT HANDUP/ANDBEHEN PEDESTRIAN SIGNAL HEAD	10.000	EA		
2048100	18" DIAMETER PIPE ADDITIONAL FOUNDATION WORK	10.000	LF	415798	PAV-WAY-1SECT HANDUP/ANDBEHEN PEDESTRIAN SIGNAL HEAD	10.000	EA		
2048100	18" DIAMETER PIPE ADDITIONAL FOUNDATION WORK	10.000	LF	415799	PAV-WAY-1SECT HANDUP/ANDBEHEN PEDESTRIAN SIGNAL HEAD	10.000	EA		
2048100	18" DIAMETER PIPE ADDITIONAL FOUNDATION WORK	10.000	LF	415800	PAV-WAY-1SECT HANDUP/ANDBEHEN PEDESTRIAN SIGNAL HEAD	10.000	EA		
2048100	18" DIAMETER PIPE ADDITIONAL FOUNDATION WORK	10.000	LF	415801	PAV-WAY-1SECT HANDUP/ANDBEHEN PEDESTRIAN SIGNAL HEAD	10.000	EA		
2048100	18" DIAMETER PIPE ADDITIONAL FOUNDATION WORK	10.000	LF	415802	PAV-WAY-1SECT HANDUP/ANDBEHEN PEDESTRIAN SIGNAL HEAD	10.000	EA		
2048100	18" DIAMETER PIPE ADDITIONAL FOUNDATION WORK	10.000	LF	415803	PAV-WAY-1SECT HANDUP/ANDBEHEN PEDESTRIAN SIGNAL HEAD	10.000	EA		
2048100	18" DIAMETER PIPE ADDITIONAL FOUNDATION WORK	10.000	LF	415804	PAV-WAY-1SECT HANDUP/ANDBEHEN PEDESTRIAN SIGNAL HEAD	10.000	EA		
2048100	18" DIAMETER PIPE ADDITIONAL FOUNDATION WORK	10.000	LF	415805	PAV-WAY-1SECT HANDUP/ANDBEHEN PEDESTRIAN SIGNAL HEAD	10.000	EA		
2048100	18" DIAMETER PIPE ADDITIONAL FOUNDATION WORK	10.000	LF	415806	PAV-WAY-1SECT HANDUP/ANDBEHEN PEDESTRIAN SIGNAL HEAD	10.000	EA		
2048100	18" DIAMETER PIPE ADDITIONAL FOUNDATION WORK	10.000	LF	415807	PAV-WAY-1SECT HANDUP/ANDBEHEN PEDESTRIAN SIGNAL HEAD	10.000	EA		
2048100	18" DIAMETER PIPE ADDITIONAL FOUNDATION WORK	10.000	LF	415808	PAV-WAY-1SECT HANDUP/ANDBEHEN PEDESTRIAN SIGNAL HEAD	10.000	EA		
2048100	18" DIAMETER PIPE ADDITIONAL FOUNDATION WORK	10.000	LF	415809	PAV-WAY-1SECT HANDUP/ANDBEHEN PEDESTRIAN SIGNAL HEAD	10.000	EA		
2048100	18" DIAMETER PIPE ADDITIONAL FOUNDATION WORK	10.000	LF	415810	PAV-WAY-1SECT HANDUP/ANDBEHEN PEDESTRIAN SIGNAL HEAD	10.000	EA		
2048100	18" DIAMETER PIPE ADDITIONAL FOUNDATION WORK	10.000	LF	415811	PAV-WAY-1SECT HANDUP/ANDBEHEN PEDESTRIAN SIGNAL HEAD	10.000	EA		
2048100	18" DIAMETER PIPE ADDITIONAL FOUNDATION WORK	10.000	LF	415812	PAV-WAY-1SECT HANDUP/ANDBEHEN PEDESTRIAN SIGNAL HEAD	10.000	EA		
2048100	18" DIAMETER PIPE ADDITIONAL FOUNDATION WORK	10.000	LF	415813	PAV-WAY-1SECT HANDUP/ANDBEHEN PEDESTRIAN SIGNAL HEAD	10.000	EA		
2048100	18" DIAMETER PIPE ADDITIONAL FOUNDATION WORK	10.000	LF	415814	PAV-WAY-1SECT HANDUP/ANDBEHEN PEDESTRIAN SIGNAL HEAD	10.000	EA		
2048100	18" DIAMETER PIPE ADDITIONAL FOUNDATION WORK	10.000	LF	415815	PAV-WAY-1SECT HANDUP/ANDBEHEN PEDESTRIAN SIGNAL HEAD	10.000	EA		
2048100	18" DIAMETER PIPE ADDITIONAL FOUNDATION WORK	10.000	LF	415816	PAV-WAY-1SECT HANDUP/ANDBEHEN PEDESTRIAN SIGNAL HEAD	10.000	EA		
2048100	18" DIAMETER PIPE ADDITIONAL FOUNDATION WORK	10.000	LF	415817	PAV-WAY-1SECT HANDUP/ANDBEHEN PEDESTRIAN SIGNAL HEAD	10.000	EA		
2048100	18" DIAMETER PIPE ADDITIONAL FOUNDATION WORK	10.000	LF	415818	PAV-WAY-1SECT HANDUP/ANDBEHEN PEDESTRIAN SIGNAL HEAD	10.000	EA		
2048100	18" DIAMETER PIPE ADDITIONAL FOUNDATION WORK	10.000	LF	415819	PAV-WAY-1SECT HANDUP/ANDBEHEN PEDESTRIAN SIGNAL HEAD	10.000	EA		
2048100	18" DIAMETER PIPE ADDITIONAL FOUNDATION WORK	10.000	LF	415820	PAV-WAY-1SECT HANDUP/ANDBEHEN PEDESTRIAN SIGNAL HEAD	10.000	EA		
2048100	18" DIAMETER PIPE ADDITIONAL FOUNDATION WORK	10.000	LF	415821	PAV-WAY-1SECT HANDUP/ANDBEHEN PEDESTRIAN SIGNAL HEAD	10.000	EA		
2048100	18" DIAMETER PIPE ADDITIONAL FOUNDATION WORK	10.000	LF	415822	PAV-WAY-1SECT HANDUP/ANDBEHEN PEDESTRIAN SIGNAL HEAD	10.000	EA		
2048100	18" DIAMETER PIPE ADDITIONAL FOUNDATION WORK	10.000	LF	4158					

Enter the **County, Project ID, and Route/Road No.** onto the Quantity Sheet 1. It will be copied to the Quantity Sheet 2. Edit the **Sheet No.** as necessary for your plan set.

M	N	O	P	Q	R	S	T	U
	FED. RD. DIV. NO.	STATE	COUNTY		PROJECT ID	ROUTE/ROAD NO.	SHEET NO.	
	3	S.C.	BERKELEY		39389	S-136	2A	

Save the Excel file to your project directory.

Continue the **Convert Excel Sheets to Adobe PDF** and **Applying the PE Seal** to create a pdf and add the pdf to the Iplot file for plotting and/or digital signatures.

Electronically submit the Excel file and the pdf file to the SCDOT personnel responsible for inputting the data into P2S and also for inclusion in the plan set.

Construction Quantity Sheet Preparation

The Construction Plans Review Excel sheet is to be utilized for field reviews and correspondence with the District Construction offices to obtain the “inclusion” quantities for the project. Quantities have most likely not been entered into P2S at this time.

To complete this sheet, manually enter the pay items on the QUANTITY SHEET tab. (If you can locate an older project to copy and paste from, this will save you time.)

ITEM NO.	PAY ITEM	COMPUTED QUANTITY	INCIDENTAL QUANTITY	PAY UNIT

Save and send the Excel spreadsheet to your District contact to receive the Incidental Quantity column numbers. You will use these items to include on the General Construction Note page.

This spreadsheet will also create a MY SHEET tab. This can be imported into P2S as outlined in previous sections.

Dual Quantity Sheet Preparation

The Quantities will be inputted into P2S as two separate Category items under their respective County header. Export each excel sheet from P2S.

Open the **first** County Excel file that was exported and **highlight** the appropriate columns by data clicking in the upper left corner and dragging to the end of the data in column D. Right click to select **Copy**.

	A	B	C	D
1	Item#	Description	Unit	Qty
2	1031000	MOBILIZATION	LS	1
3	1032010	BONDS AND INSURANCE	LS	1
4	1050800	CONSTR	EA	1
5	1071000	TRAFF	LS	1
6	1080300	CPM PROGRESS SCHEDULE	LS	1
7	2011000	CLEARING OF WAY	LS	1
8	2025000	REMOVAL OF ASPHALT PAVEMENT	SY	3505
9	2031000	UNCLAS	CY	7320
10	2033000	BORROW	CY	6420

Open the QuantitySheet_DualCounty.xlsx Excel spreadsheet. [Tip: Open a blank workbook and then drag this sheet into it to open. This will allow you to have 2 instances of Excel open at the same time.]

Click on the **PASTE DATA HERE** tab. Right click in **Cell A3** and select **Paste** to paste the data. Enter the **County** in **Cell C1**.

	A	B	C	D
1		COUNTY:	AIKEN	
2	Item#	Description	Unit	Qty
3	1031000	MOBILIZATION	LS	1
4	1032010	BONDS AND INSURANCE	LS	1
5	1050800	CONSTRUCTION	EA	1
6	1071000	TRAFFIC	LS	1
7	1080300	CPM PROGRESS SCHEDULE	LS	1

Open the **second** County Excel file that was exported and **highlight** the appropriate columns by data clicking in the upper left corner and dragging to the end of the data in column D. Right click to select **Copy**.

	A	B	C	D
1	Item#	Description	Unit	Qty
2	1031000	MOBILIZATION	LS	1
3	1032010	BONDS AND INSURANCE	LS	1
4	1050800	CONSTRUCTION	EA	1
5	1071000	TRAFFIC	LS	1
6	1080300	CPM PROGRESS SCHEDULE	LS	1
7	2011000	CLEARING OF WAY	LS	1
8	2031000	UNCLAS	CY	124
9	2033000	BORROW	CY	10
10	2081001	FINE GR	SY	325

In the QuantitySheet_DualCounty.xlsx Excel spreadsheet, click on the **PASTE DATA HERE** tab. Right click in **Cell F3** and select **Paste** to paste the data. Enter the **County** in **Cell H1**.

	F	G	H	I
1		COUNTY:	BARNWELL	
2	Item#	Description	Unit	Qty
3	1031000	MOBILIZATION	LS	1
4	1032010	BONDS AND INSURANCE	LS	1
5	1050800	CONSTRUCTION	EA	1
6	1071000	TRAFFIC	LS	1
7	1080300	CPM PROGRESS SCHEDULE	LS	1

The spreadsheet has comparison formulas to compare the Pay Item numbers and match them to one another and paste them to the Quantity sheet in the appropriate columns. The spreadsheet will put a value of 0.000 in the columns where a pay item exists in one county but not the other.

ITEM NO.	PAY ITEM	AIKEN	BARNWELL	PAY UNIT
1031000	MOBILIZATION	1.000	1.000	LS
1032010	BONDS AND INSURANCE	1.000	1.000	LS
1050800	CONSTRUCTION STAKES, LINES & GRADES	1.000	1.000	EA
1071000	TRAFFIC CONTROL	1.000	1.000	LS
1080300	CPM PROGRESS SCHEDULE	1.000	1.000	LS
2011000	CLEARING & GRUBBING WITHIN RIGHT OF WAY	1.000	1.000	LS
2025000	REMOVAL & DISPOSAL OF EXISTING ASPHALT PAVEMENT	3505.000	0.000	SY
2031000	UNCLASSIFIED EXCAVATION	7320.000	124.000	CY
2033000	BORROW EXCAVATION	6410.000	10.000	CY

Review the results on the Excel tabs – Quantity Sheet 1 and Quantity Sheet 2.

SUMMARY OF ESTIMATED QUANTITIES									
ITEM NO.	PAY ITEM	AIKEN	BARNWELL	PAY UNIT	ITEM NO.	PAY ITEM	AIKEN	BARNWELL	PAY UNIT
1031000	MOBILIZATION	1.000	1.000	LS	1031000	MOBILIZATION	1.000	1.000	LS
1032010	BONDS AND INSURANCE	1.000	1.000	LS	1032010	BONDS AND INSURANCE	1.000	1.000	LS
1050800	CONSTRUCTION STAKES, LINES & GRADES	1.000	1.000	EA	1050800	CONSTRUCTION STAKES, LINES & GRADES	1.000	1.000	EA
1071000	TRAFFIC CONTROL	1.000	1.000	LS	1071000	TRAFFIC CONTROL	1.000	1.000	LS
1080300	CPM PROGRESS SCHEDULE	1.000	1.000	LS	1080300	CPM PROGRESS SCHEDULE	1.000	1.000	LS
2011000	CLEARING & GRUBBING WITHIN RIGHT OF WAY	1.000	1.000	LS	2011000	CLEARING & GRUBBING WITHIN RIGHT OF WAY	1.000	1.000	LS
2025000	REMOVAL & DISPOSAL OF EXISTING ASPHALT PAVEMENT	3505.000	0.000	SY	2025000	REMOVAL & DISPOSAL OF EXISTING ASPHALT PAVEMENT	3505.000	0.000	SY
2031000	UNCLASSIFIED EXCAVATION	7320.000	124.000	CY	2031000	UNCLASSIFIED EXCAVATION	7320.000	124.000	CY

Enter the **County, Project ID, and Route/Road No.** onto the Quantity Sheet 1. It will be copied to the Quantity Sheet 2. Edit the **Sheet No.** as necessary for your plan set.

N	O	P	Q	R	S	T	U	V	W	X
FED. RD. DIV. NO.		STATE	COUNTY			PROJECT ID			ROUTE/ROAD NO.	SHEET NO.
3		S.C.	AIKEN/BARNWELL			41146			S-19	2A

Save the Excel file to your project directory.

File name: 39389_QuantitySheet.xlsx

Save as type: Excel Workbook (*.xlsx)

Authors: Neal, Iris F. Tags: Add a tag Title: Add a title

☐ Save Thumbnail

Tools Save Cancel

Continue the **Convert Excel Sheets to Adobe PDF** and **Applying the PE Seal** to create a pdf and add the pdf to the Iplot file for plotting and/or digital signatures.

Electronically submit the Excel file and the pdf file to the SCDOT personnel responsible for inputting the data into P2S and also for inclusion in the plan set.

Moving Items, Removal & Disposal, New or Reset Fence Sheet

The Moving Items Excel file includes several customizable data sheets for recording items that must be moved on-site or removed and disposed of, as well as fences that must be constructed. Each numbered item has two rows for data entry. The first row is for the initial input by the Right of Way field agent. The second is provided for corrections or comments to be added by the District Construction personnel during the construction process.

ITEM NO.	LOCATION	DESCRIPTION
OFFSET	LI/RT	STATION
		Right of Way Agent completes this line
		Construction completes this line

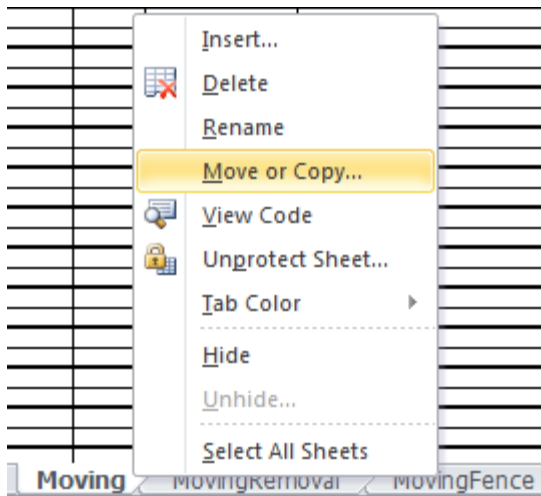
Moving Items - (Note, this sheet can be made into a complete Removal & Disposal Items sheet simply by typing over the Moving Items header.)

[illegible]

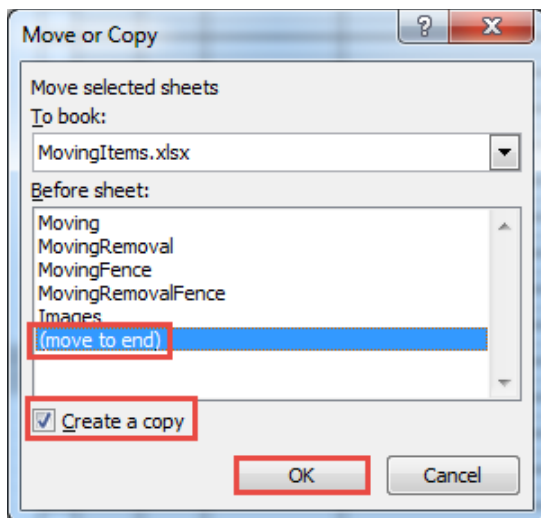
[illegible][illegible]

To create a Removal & Disposal Only Sheet:

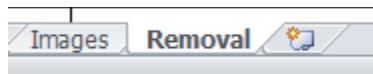
Right click on the **Moving** tab and select **Move or Copy**.



Toggle on **Create a copy**. Click **(move to end)** and press **OK** to create a new worksheet.



Double click the newly created tab and rename it to **Removal**.



Change the header from Moving Items to **Removal & Disposal Items**.

REMOVAL & DISPOSAL, NEW OR R		
	MOVING ITEMS	
	WORK TO BE DONE	UNIT
REMOVAL & DISPOSAL, NEW OR R		
	REMOVAL & DISPOSAL ITEMS	
	WORK TO BE DONE	UNIT

Enter the data for the sheet and the title block.

Continue creating additional sheets as necessary for the project.

Next, follow the **Convert Excel to Adobe PDF** instructions to complete the plan sheets.

To add additional rows to a sheet:

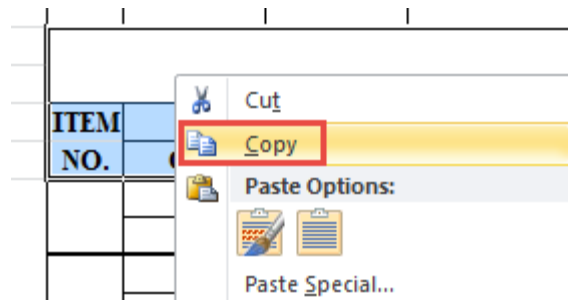
The following can be used to modify any of the headers and rows on any of the plan sheet layouts to make more room for projects that have more Removal & Disposal Items and few Moving Items, and vice versa.

Example: Six (6) additional Removal & Disposal Item rows are needed to avoid created a new plan sheet.

Left click to highlight the 2 header rows for Removal & Disposal Items. With the mouse continuously pressed, drag the cursor down until the 2 headers rows are selected.

REMOVAL & DISPOSAL ITEMS			
ITEM NO.	LOCATION	DESCRIPTION	WORK TO BE DONE

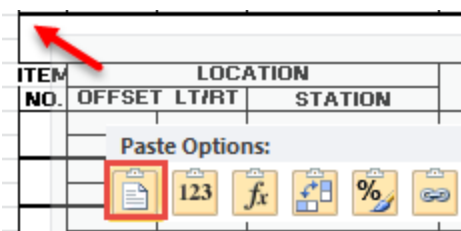
Right click to select **Copy**



Click in the cell where the new header is to go to provide a sufficient number of rows above, starting at the bottom – up. (This example will be 6 rows – 2 header rows plus 4 data rows) Left click in the upper left cell.

32				
33				
34				
35				
36				
37				
38				
39				
40				
41				
42				
43				
44				

Right click to select **Paste**. Select **Yes** to replace cells.



Copy two data rows and **paste** over the original header rows for Removal & Disposal (or other).

32				
33				
34				
35				
36				
37				
38				
39				
40				
41				
42				
43				
44				

Moving Item Sheet Finalization

Enter the **County, Project ID, and Route/Road No.** onto the appropriate Moving Item Sheets. Edit the **Sheet No.** as necessary for your plan set. Repeat for all combination of sheets used in the Excel file.

M	N	O	P/Q	R	S	T	U
	FED. RD. DIV. NO.	STATE	COUNTY	PROJECT ID	ROUTE/ROAD NO.	SHEET NO.	
	3	S.C.	BERKELEY	39389	S-136	2A	

Save the Excel file to your project directory. Send the file **electronically** to the Roadway Design group for inclusion in the plan set.

File name: r39389_MovingItems.xlsx

Save as type: Excel Workbook (*.xlsx)

Authors: Neal, Iris F. Tags: Add a tag

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Continue the **Export Excel Sheets to Adobe PDF** to create a pdf and add the pdf to the Iplot file for plotting and/or digital signatures.

Right of Way Data Sheets

Summary Sheet – Road Group

In the Right of Way Data Sheet, click on the SUMMARY worksheet tab. Enter the County, Road, and Project Id. This will be copied to the plan sheet Title blocks.

PROJECT PROPERTY DATABASE

COUNTY: LANCASTER

ROAD - ROUTE: S-51

PROJECT ID: P028383

CHARGE CODE:

PSG Sheet – Road Group

Locate the project's **Preconstruction Survey Report Excel** file in the working directory or in the Surveys folder on the network. Open the file and go to the **PROPERTY RESEARCH** worksheet tab.

	4704	.647	
NEW	UTILITY	PROPERTY RESEARCH	RW SCDS 5A

Select all completed cells on the worksheet beginning with the row of **Tract 1** (cell A12) to the end of the data in column DB/PB or TM. Right click to select **Copy**.

10	TRK	OWNERS' NAME	TAX-MAP	D.B. &	D.B.	P.B. &	P.B.	TRACT	DB,PB
11	No.	(LAST, FIRST)	REFERENCE	PAGE	AREA	PAGE	AREA	AREA	or TM
12	1	STOGNER, MARY ELLEN SCOTT	0068-00-043.01	C 6 / 2635		2697	1.0		
13	2	PELOT, SYBIL B. ETAL	68-00-043.00	874 / 83	30				
14	3	PELOT, SYBIL B. ETAL	69-00-001.00	874 / 83					
15	4	BLACKMON, JESSICA D.	69-00-001.03	874 / 97		9774	1.05		
16	5	EVANS, LONNIE EARL	69-00-002.01	A 6 / 4994		437	2.25		
17	6	EVANS, LONNIE EARL	69-00-002.04	78 / 328		5414	14.64		
18	7	LANE, GRACE C. % LANE, JOHN E. JR	69-00-002.00	771 / 201		5414	11.1		
19	8	LANE, GRACE C.	69-00-002.02	749 / 119		5414	1.292		
20	9	KNIGHT, SARAH J.	69-00-005.01	877 / 66		13250	11.59		
21	10	SMITH, WAYNE WILSON	69-00-006.00	L 9 / 203					
22	11	REDFEARD, JOE R. JR. ETAL	69-00-019.00	815 / 197	109				
23	12	PELOT, SYBIL B. ETAL	69-00-007.00	874 / 83	22.76				

Click in the **Tract 1 cell (A10)** in the RWDS.xlsm – **PSG** tab. Right click and select the command **Paste Special**. When the additional menu pops up beside it, choose **Paste Values**. This will insert the data from the survey sheet without affecting the formatting or function of the rest of this sheet.

8	TRACT	OWNER	TAX-MAP	DEED BOOK	DEED BOOK	PLAT BOOK	PLAT BOOK
9	No.	NAMES	REFERENCE	& PAGE	AREA	& PAGE	AREA
10	1	STOGNER, MARY ELLEN SCOTT	0068-00-043.01	C 6 / 2635		2697	1.0
11	2		0068-00-043.00	874 / 83	30		
12	3		0069-00-001.00	874 / 83			
13	4		0069-00-001.03	874 / 97		9774	1.05
14	5		0069-00-002.01	A 6 / 4994		437	2.25
15	6		0069-00-002.04	78 / 328		5414	14.64
16	7		0069-00-002.02	771 / 201		5414	11.1
17	8		0069-00-002.02	749 / 119		5414	1.292
18	9		0069-00-005.01	877 / 66		13250	11.59
19	10		0069-00-006.00	L 9 / 203			
20	11		0069-00-019.00	815 / 197	109		
21	12		0069H-0C-008.00	Q 10 / 226		9660	.732
22	13		0069H-0C-007.00	Q 8 / 329		4704	.661

These tracts and their details can be revised by hand if necessary. If a tract needs to be removed from the document, rather than deleting its data, simply place an X in the right-most cell on that line, in the column titled "RW SHEET TRACT No." Placing an X in that cell will remove the tract from the rest of the document.

26	17	HALL, JAMES	525-00-00-005	11281 / 318		29 / 99	1.89		X
27	18	PALMETTO FAMILY HOMES, LLC	525-00-00-002	4746 / 151		29 / 99	LOT		
28	19	GARRISON, AMANDA & McCURRY, RICHARD	525-00-00-006	5428 / 94		29 / 99	LOT		
29	20	LEWIS, BERTHA E.	525-00-00-007	967 / 260		29 / 99	LOT		
30	21	MCGUIRE, SCOTT	525-00-00-005	11281 / 318		29 / 99	1.89		17

16	McCLINTON, SHIRLEY F.	525-00-00-004
17	MCGUIRE, SCOTT	525-00-00-005
18	PALMETTO FAMILY HOMES, LLC	525-00-00-002

To split a tract, enter an "A" for the tract to be split in the appropriate column. Then scroll down to the bottom of the list and enter the Tract No., Owner Names, Tax-Map Reference, etc. Use the format A, B,

C in sequential order to split a tract. Example (Tract No. 4A, 4B, 4C, etc.) [Note: If additional tracts are added, restart the numbering back at the last available number – example below, restart at 118.]

8	TRACT	OWNER	TAX-MAP
9	No.	NAMES	REFERENCE
10	1	R&B Partners	024-07-17-001
11	2	Unable to verify ownership	024-07-13-001
12	3	Clear B.L. Inc.	024-07-11-009
13	4A	Palmetto Federal Savings	024-07-11-008
14	5	Paul B. Blackburn & Lori B. Baxley	024-07-11-007
15	6	Clear B.L. Inc.	024-07-11-006
123	114	R.C. Robison	023-09-02-001
124	115	Katherine L. Downs	023-18-09-001
125	116	R&B Partners	024-07-17-002
126	117	Ogles Allen Life Estate	024-07-12-002
127	4B	Investments LLC	024-07-11-008
128	119		

Annotations: Red arrows point to rows 13, 14, and 128. A red box highlights row 127 with the text "Add split tract at bottom of list". A red arrow points to row 128 with the text "Renumber here if necessary".

Areas Sheet – Road Group

In the AREAS sheet, enter the areas of the outfall ditch, right, and/or left obtains required from each tract in **square feet** in the white cells. The outfall ditch area should also be included in the right or left obtain as appropriate. The tan-colored cells are filled in and calculated automatically. The cells beneath each obtain area convert that area to acres.

TAX-MAP REFERENCE	TOTAL TRACT AREA	OUTFALL DITCH (sf)	LEFT (sf)	RIGHT (sf)	TOTAL (sf)	REMAINDER LEFT (sf)	REMAINDER RIGHT (sf)
121-26-01-005-000	8.28	2000.00	100000.00		102000.000	260676.800	
		0.046	2.296	0.000	2.342	5.984	
121-26-01-011-000	0.88			9000.00	9000.000		29332.800
		0.000	0.000	0.207	0.207		0.673

Annotations: Red arrows point from the 'OUTFALL DITCH (sf)' column to the 'LEFT (sf)' column, and from the 'REMAINDER LEFT (sf)' column to the 'REMAINDER RIGHT (sf)' column.

In most cases, only a right OR a left obtain will be relevant and the remainder will be calculated automatically. In situations such as a new road passing through a tract, however, obtains and remainders may exist on BOTH sides of the road. In this case, the remainders must be entered manually in the white cells of the “REMAINDER LEFT (manual)” and “REMAINDER RIGHT (manual)” columns. The “VERIFY” column to the right will then show the total acreage of the obtains plus the remainders – this should equal the Total Tract Area in column D. If not, the remainders may have been entered incorrectly.

TOTAL TRACT AREA	OUTFALL DITCH (sf)	LEFT (sf)	RIGHT (sf)	TOTAL (sf)	REMAINDER LEFT (sf)	REMAINDER RIGHT (sf)	REMAINDER LEFT (manual)	REMAINDER RIGHT (manual)	TOTAL TRACT AREA (VERIFY)
8.28	2000.00	100000.00		102000.000	260676.800				2.30
	0.046	2.296	0.000	2.342	5.984		0.000	0.000	
0.88			9000.00	9000.000		29332.800			0.21
	0.000	0.000	0.207	0.207		0.673	0.000	0.000	
0.74		7500.00	1000.00	8500.000	15000.000	8700.000	15000.000	8700.000	0.74
	0.000	0.172	0.023	0.195	0.344	0.200	0.344	0.200	

Annotations: Blue arrows point from the 'TOTAL TRACT AREA' column to the 'TOTAL TRACT AREA (VERIFY)' column. Red arrows point from the 'REMAINDER LEFT (manual)' column to the 'REMAINDER RIGHT (manual)' column.

PMNS – Road Group

In the Permissions sheet, click on the white cells in each Permission column to produce a little white arrow to the right of the cell. Click that arrow to bring up the options **Yes** or **No** – click the one that is appropriate for each Tract. (Yes or No can also be typed directly into the cells in all caps if preferred.)

OWNER NAMES	TAX-MAP REFERENCE	TOTAL TRACT AREA	OUTFALL DITCH (sf)	LEFT (sf)	RIGHT (sf)	TOTAL (sf)	REMAINDER LEFT (sf)	REMAINDER RIGHT (sf)
NORA LEE R. HANNA, ETAL	00418-02-005	38.254	0.000	4665.00	0.107	4665.000	1661679.240	1666344.240
ERNEST D. HANNA, ETAL	00418-02-097	9.554	0.000	5332.00	0.122	5332.000	410840.240	416172.240
ROGER HOWARD HENRY, III, ETAL	00418-02-006	46.862	0.000	77170.00	1.772	77170.000	2041308.720	1964138.720
SALEM INDEPENDENT METHODIST CHURCH	00418-02-036	1.584	0.000	3786.00	0.000	3786.000	65213.040	68999.040

INRMT Sheet – ROW Group

In the Instrument sheet, enter the dates of acquisition and instruments used for each tract in the white cells. If multiple dates and instruments need to be entered, two dates or instruments can be listed in the same cell, or white cells in the second row under each tract number can be used as well to provide more space.

1	WALLACE, SAM W. JR	526-00-00-058	05/15/07, 12/6/07	PERMISSION, FEE DEED
			9/21/09	CONDEM.

RWDS Sheet – ROW Group & Road Group

Enter the details of the right-of-ways involved in the project in the spaces provided in the bottom right of the sheet.

Road / Route #	File #	R/W Width	Year Acq'd.
Road S-62	8.338	66'	1956
US Route 17A	8.72	Variable	1999
Road S-61	8.382	66'	1962

Review the RWDS sheet(s) to confirm all data has been entered correctly. Each sheet can display data from up to 45 tracts, so projects involving more than that will use multiple sheets. Some cells may need to have their font size reduced to display correctly.

The white space on the right side of the sheet, under the revisions listings, can be used for any additional notes required. Type comments in all caps to ensure readability.

If revisions are made, the date of revision, tract(s) involved, and the nature of the revisions must be noted in the cells provided on the right side of the sheet. If necessary, the font size in the Remarks cells can be reduced to allow longer comments to be made, or multiple lines can be used for a single revision.

DATE	TRACT NO.	REMARKS

Continue the plan production process by following the **Export Excel to Adobe PDF** instructions.

General Instructions

- Before

[illegible]

TEMPORARY EROSION CONTROL BLANKET							
ROAD /ROUTE	STATION TO STATION	SIDE	DEPTH OF BLANKET (FT)	DITCH BOTTOM WIDTH(FT)	SLOPES n: 1 FRONT BACK		MSY
TOTAL							

SEDIMENT TUBES IN DITCHES						
ROAD /ROUTE	STATION TO STATION	SIDE	AVERAGE LENGTH	SPACING (FT)	TOTAL	COMMENTS
				TOTAL		

Sediment Dam

1. The silt basin, dam, spillway, and outfall dimensions are in feet. The storage is measured in cubic yards.
2. For the “SIDE SLOPE OF SILT BASIN” column put a 2 or the word VERTICAL
3. For the last three columns dealing with the outfall channel, leave blank if no ditch is present to tie into. Do not put – or 0.

Soil Types

1. For the “ZONE” column, input the appropriate zone: Piedmont, Blue Ridge, Upper Coastal Plain, or Lower Coastal Plain. If the text does not fit in the cell, abbreviate as necessary and enter the full text on the last line.

SOIL TYPES			
ROAD/ ROUTE	STATION TO STATION	SOIL PARTICLE SIZE (COARSE / FINE)	ZONE
			*UCP
*UPPER	COASTAL	PLAIN	

Turf Reinforced Matting (TRM)

1. For the “DEPTH OF MAT” column, measure a vertical distance from the bottom of the channel to the top of the water surface elevation and then add your freeboard height. This will ensure the quantities are calculated correctly.
2. For the “DITCH BOTTOM WIDTH” column, put a 0 for the “V” ditch.
3. For the “TYPE” column, type a 1, 2, or 3 depending on what type of mat your situation requires. This column ensures the proper column for quantities is populated.

Temporary Erosion Control Blanket

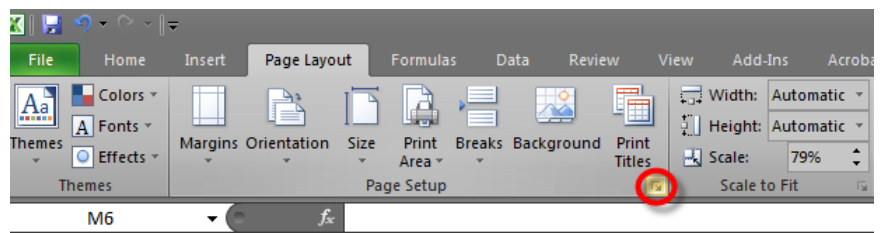
1. For the “DEPTH OF BLANKET” column, measure a vertical distance from the bottom of the channel to the top of the water surface elevation and then add your freeboard height. This will ensure the quantities are calculated correctly.
2. For the “DITCH BOTTOM WIDTH” column, put a 0 for a “V” ditch.

Sediment Tubes in Ditches

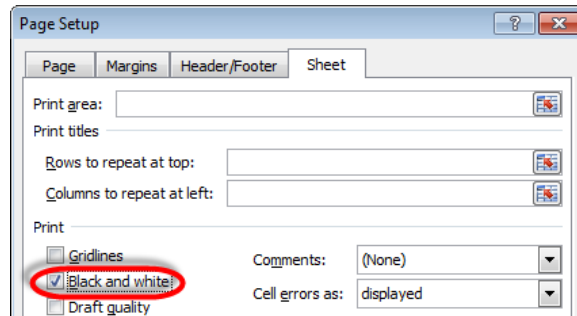
1. For the “AVERAGE LENGTH” column refer to the specs for the tubes to determine the proper length of tube in feet. If it is required to overlap the tubes for the installation, ensure the extra length for the tubes is included in the total length.
2. For the “SPACING” column refer to the specs for the spacing of the tubes. If they are to be 100 feet apart, then enter 100.
3. For the “COMMENTS” column add notes where you have overlapping tubes, for the benefit of the field personnel, otherwise leave it blank.

Turning Off Orange Fill for Printing

1. Select the **Page layout Tab**
2. Click the bottom right corner of the **Page Setup** section



3. On the Sheet tab, check on **Black and White** and press **OK**



After completing the data entry for the Erosion Control Data Sheet, continue the process by **Converting the Excel Sheet to Adobe PDF** and **Applying the PE Seal** instructions.