



SUBJECT: Infrastructure Design Directive
IDD-2018-27
Plan Inspection and Plan Footprint Minimum Plan Information
Requirements

DATE: July 9, 2018

TO: Office of Infrastructure Divisions
District Offices
Transportation Design Community

FROM: Armando Armendariz, P.E. 
Chief Engineer
Office of Infrastructure Divisions

FILE REFERENCE:
PSESHARE:Design Directives

The following IDD shall be used to ensure consistency in the development of all projects to be let by NMDOT in relation to the required minimum standard for information necessary at the time of the respective plan reviews and project footprint milestones.

All Project Development Engineers (PDEs) and the respective Plan Design Units are hereby directed to comply with the attached plan review and project footprint standard checklists for the minimum required information to be included.

The PDE is responsible for assuring that all listed information shown on these standards are available and included at each and every project milestone as applicable prior to distribution of project plan details for the respective reviews and or milestone event.

In addition, Design Regions, PDE's and Design Units are reminded that they are required to comply with plan format, submittal and review requirements set forth in Design Directives Advertising Requirements (2 week minimum review period for plans) and Plan Formatting requirements for each plan set as applicable.

STANDARD MINIMUM PLAN INFORMATION AND COMPREHENSIVE CHECKLIST

Abbreviations:

PDI - Preliminary Design Inspection

GDI - Grade and Drain Inspection

PIH - Plan-in-Hand Inspection

* Applies to all milestone submittals

• If available

Key activities

			<u>1-SERIES CHECKLIST</u>	<u>FORMATTING GUIDELINES*</u>
PDI	GDI	PIH		
			Cover Sheet	Use appropriate CADD Standard Cover Sheet
X	X	X	Project number and/or control number	
X	X	X	County designation	
X	X	X	Project termini including Route No., Milepost, and distance from nearest junction, construction limits MP's and STIP MP's.	Arrow to project termini (use standard arrows)
X	X	X	Location map with arrow denoting location of project	
	X	X	State seal for state and federally funded projects	
	X	X	Federal seal and State seal (for federally funded projects only)	
		X	Engineer's stamp and signature	Locate at lower right hand corner of sheet
			Vicinity Map Sheet	Use CADD Standard Vicinity Map Sheet
X	X	X	Length of project in miles	To 3 decimal places
X	X	X	Township, range, and section of BOP and EOP	
X	X	X	Designer and PDE name and phone number	
X	X	X	Legible vicinity map with arrows designating BOP and EOP	Include project number and/or control number, stations and/or mileposts and STIP limits, Units with station limits
X	X	X	Major structures with locations designated on vicinity map	Include stations and descriptions
X	X	X	North arrow	Use standard arrow
X	X	X	Scales (plan and profile sheets or straight line diagrams, vicinity map layout)	
	X	X	District office contact persons with phone numbers	
	X	X	Intent of project (basic intent statement. Add: "Bidding alternatives have been established for this project" when applicable)	Locate directly under vicinity map
	X	X	Equation stations (if required)	
			Survey Control Sheet	
X	X	X	North arrow	
X	X	X	Scale	
X	X	X	All survey control points shown	
			Index of Sheets and Standards Drawings	Refer to CADD Standards for numbering scheme
X	X	X	Listing of sheets as provided in plans	List sheets in proper sequence with totals for each series and final total of sheets. If a series is not used, add "Not Used" in description column. Subtotal each series of sheets.
X	X	X	Listing of Standard Drawings	Include Standard Drawing number, description and revision dates. Subtotal Standard Drawings utilized.
		X	Grand total of all sheets incorporated into plan set	

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			1-SERIES CHECKLIST	FORMATTING GUIDELINES*
			Summary of Quantities	Separate all applicable categories into units if project is in more than one county, has more than one funding type, or is in Indian land.
X	X	X	Listing of categories** and items required for the project	List item numbers with official descriptions and pay units matching bid item listing
X	X	X	County, reservation, and municipality units (if applicable)	
X	X	X	Estimate and final columns	
	X	X	Quantities corresponding with computed quantities	
		X	Ensure all final quantities are carried forth from plan set to Summary of Quantities	
			General Notes	
X	X	X	Common general notes	
	X	X	Project-specific general notes	
	X	X	List of Items Incidental to Construction with reference to applicable General Note or sheets	List only work called out as Incidental to Construction or Incidental to Completion of Project. Do not list incidentals specified in the most current edition of the NMDOT Standard Specifications, Special Provisions, Supplemental Specifications, Standard Drawings or Incidental to Bid Items.
			Environmental Commitments	
.	.	X	Commitments as provided by Environmental Section	
		X	Environmental Design Division Director's Signature	

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			2-SERIES CHECKLIST	FORMATTING GUIDELINES*
PDI	GDI	PIH	<u>Typical Sections</u>	
X	X	X	Length of Project Schedule	Locate in upper left hand corner. If project has more than one county, reservation or municipality unit, length of project and all schedules shall reflect unit breaks accordingly.
X	X	X	BOP and EOP stationing	Length in feet (2 decimal places) and in miles (3 decimal places)
X	X	X	Equations	
X	X	X	Major structures (station to station)	
X	X	X	Detours, ramps, crossroads	List in parenthesis (For Information Only)
			Design Speed and Traffic Volumes	
X	X	X	Existing and design year	
X	X	X	Traffic count design information (AADTs, DHV)	
X	X	X	One year ESAL "with detour pavement only"	
•	X	X	20-year ESAL (for mix design)	
X	X	X	Existing Typical Section	Line style for existing shall be dashed. Provide lane dimensions.
•	X	X	Existing surfacing depths	
•	X	X	Cross slopes	
X	X	X	Stationing	
	•	X	Taper widths and/or slopes	
X	X	X	Proposed Typical Section	Line style for proposed shall be solid. Provide station to station for transition section between Typical Sections.
X	X	X	Proposed lane widths and taper widths and/or slopes	
X	X	X	Proposed surfacing depths and types, number of lifts, tack coat, prime coat, and subgrade prep	
X	X	X	Shoulder widening "neat vertical cut"	
X	X	X	Rumble strips (if applicable)	
X	X	X	Lane stripes	
X	X	X	Slope selects (cuts and fills)	
X	X	X	Slope exceptions (cuts and fills)	
X	X	X	Station to station (reconstruction and rehabilitation)	
X	X	X	Construction centerline and profile grade locations	
	X	X	Cross slopes	
	X	X	Bench slopes (if applicable)	
	X	X	Distressed areas (if applicable)	
		X	Ditches, if applicable	
			Shoulder Widening Sections	All requirements of typical sections apply
X	X	X	Identify existing pavement rehabilitation (process, place and compact existing pavement, in-situ cold recycling, etc.	
X	X	X	Depth of rehabilitation	
X	X	X	Special Details	Larger scale than typical sections
X	X	X	Surfacing taper details	

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PDI	GDI	PIH		
	X	X	Shoulder detail with depths, widths, lifts, types of surfacing, and subgrade preparation	Note surfacing lifts and taper slopes. Distressed areas and reconstruction areas. Earthwork required below subgrade. Station to station at required locations.
	X	X	Lane and shoulder transition details	
	X	X	Curb and gutter details with sidewalk	
X	X	X	Superelevation Table	Station transition and superelevation rate
X	X	X	BOP and EOP Transition Details	
X	X	X	Surfacing connection transitions and details	
X	X	X	Dimensions, surfacing, slopes	
			Turnout Typical Section	
X	X	X	Paved or non-paved	
X	X	X	Surfacing depth and types, dimensions, and 8:1 slopes	
•	X	X	Detour Typical Sections (if applicable)	
•	X	X	Dimensions, surfacing depths and slopes	
•	X	X	Station to station or location	
•	X	X	Design speed (detour)	
•	X	X	Minimum required R-value (reference to earthwork schedule)	
			Special Turnouts, Holding Lanes, Cross-overs, Gore Typical, Median Sections, etc.	
	X	X	Dimensions, surfacing depths and slopes	
	X	X	Station to station or location	
			Paved Ditches	
	X	X	Widening details, if any	
	X	X	Surfacing station to station	
	X	X	Patterns or corrugations	
			<u>Surfacing Schedule</u>	Provide items in numerical order across the top of the sheet. Separate surfacing quantities of roadway, connections, etc. Always show preferred alternate first.
X	X	X	Station to station limits matching typical sections	
•	X	X	Surfacing items, units and quantities with totals and use quantities	Add asterisk (*) For Information Only when applicable
X	X	X	Surfacing factors with applicable notes (as per lab recommendations)	
X	X	X	Applicable notes from lab	
		X	Unit weights of surface materials	
		X	Asphalt type and content	
		X	Hydrated lime content	
		X	Application rates for tack and prime coat, etc.	
	X	X	Miscellaneous surfacing quantities (turnouts, trails, detours, etc.)	
	X	X	Detour schedule	
	X	X	Note: Refer to R-value under Earthwork Schedule	

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2-SERIES CHECKLIST

FORMATTING GUIDELINES*

PDI	GDI	PIH		
			Estimated Structure Quantities (as per Drainage Report)	List notes by increasing stationing. List Items in numerical order across the top of the sheet.
X	X	X	Description of existing structures as provided from survey files	
•	X	X	Listing of item numbers (with descriptions) required for extensions and new structures	Item numbers and descriptions shall match Bid Item Listing. For CBCs: List excavation, wire fabric and number of stakes "For Information of the Contractor Only".
	X	X	Complete structure build notes	Use reference designations for structure build notes (i.e. SQ-1, SQ-2, etc.) from structure placement sections.
	X	X	Unclassified excavation for inlet and outlet cuts.	length x width x depth
	X	X	Wire enclosed riprap for erosion control pads	
	X	X	Drop inlets, median drains, manholes, CBC median covers, and all other required miscellaneous drainage items	
	X	X	Storm drain systems	
	X	X	Drainage control other than drainage structures, channel, ditches, dikes, etc.	
	X	X	Project total and project use quantities	
			Miscellaneous Quantities	If project requires more than one unit, separate quantities accordingly. List total quantities to 2 decimal places and a rounded use quantity to the nearest unit unless otherwise designated.
•	X	X	Earthwork	Computer run quantities and listing
•	X	X	Borrow or waste	
•	X	X	Rock excavation quantities as per the Geotechnical Report	
	X	X	Station to station, location	
	X	X	Excavation, embankment	Include balance (embankment - excavation = borrow or waste)
	X	X	Minimum design R-value required	
•	X	X	Obliterate Old Road (if applicable)	
•	X	X	Station to station	
•	X	X	Quantity in linear feet and miles	LF quantity to 2 decimal places, mile total to 3 decimal places, and use quantity to 1 decimal place.
	X	X	Totals and use quantities	
•	X	X	Clearing and Grubbing (if applicable)	
•	X	X	Station to station, quantity	
•	X	X	Length, width	
	X	X	Totals and use quantities	
•	X	X	Removal of Structures and Obstructions	
•	X	X	Stations, locations, quantities, descriptions, bridge removals	Add salvage materials note, if applicable
•	X	X	Summary of removals	Summarize by type and total quantities
•	X	X	Removal of Surfacing (if applicable)	
•	X	X	Station to station, depth and length, locations, square yard quantities	
	X	X	Totals and use quantities	
•	X	X	Linear Grading (if applicable)	Show total to 3 decimal places and use quantity to 1 decimal place

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2-SERIES CHECKLIST

FORMATTING GUIDELINES*

PDI	GDI	PIH		
•	X	X	Station to station, quantity in miles	
	X	X	Totals and use quantities	
•	X	X	Metal Barrier (W-beam, Thrie Beam, Metal Barrier Anchorage) (if applicable)	Add layout details on plan view
•	X	X	Station to station, location (approach, departure, obstruction)	
•	X	X	L2 (dimension from edge of driving lane to face of barrier, see AASHTO <i>Roadside Design Guide</i>)	
•	X	X	Quantities	
•	X	X	Remarks	
•	X	X	Construction Engineering and Lump Sum Items Schedule	List applicable items. Note: special lump sum items shall have an itemized schedule of components and their quantities and shall have an equivalent Notice to Contractor schedule prepared for the contract book. Notify PSE Section.
•	X	X	Turnout Schedule	Reference designations (TO-1, TO-2, etc.)
•	X	X	Station, location, normal or skewed, width, length, radii, remarks	
	X	X	Schedules for all quantities being called for on project with project totals and Project Use quantities	
	X	X	Superelevation Rate Schedule (on Reconstruction areas only)	May alternatively be included on plan and profile sheets
	X		Runout and run-off lengths table	
	X	X	Fence (Barbed Wire, Woven Wire, etc) (if applicable)	Include special drawings for special types of fence
			Station to station, location, linear feet	
			Remarks (jogs, turnout deductions, etc.)	
	X	X	Gates (if applicable)	
			Station, location, quantity	
			Remarks (at ROW, at turnout, etc.)	
	X	X	Cattle Guards (if applicable)	
			Station, location, width, quantity, remarks (at ROW, etc.)	
	X	X	Mailbox Installations (if applicable)	
			Station, location, width, quantity, remarks	
			Single, double, or multiple installations	
	X		Concrete Wall Barrier	
			Station to station, location, quantities, remarks	
	X		Traffic Marker - Guides	
			Stations, type, spacing, quantity, remarks (advance of curve, curve, beyond curve)	
	X		Traffic Marker - Hazards	
			Stations, quantity, remarks (at structures, etc.)	
	X		Curb and Gutter	Reference designations (CG-1, CG-2, etc.)
			Station, location, length, remarks.	Lineal feet measured along the face of the curb at the flowline of the gutter
			Include concrete laydown curb at drive pad locations	
	X		Sidewalk	
			Station, location, width, length, quantity, remarks	
	X		Patterned Concrete Pavement	

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			Station, location, width, length, quantity, remarks (color, texture, special designs)	
		X	Drive Pads Station, location, width, length, quantity, remarks	
		X	Riprap (excluding erosion control pads) Station, location, type, width, length, quantity, remarks	
		X	Paved Ditches (if applicable) Station, width, length, remarks	
		X	Drainage Control other than Drainage Structures Minor and major channel changes, earthwork, grades, irrigation ditches, earth dikes, contour ditches, rock plating, specials details, special inlets, subsurface drainage needs	
		X	Storm Drain Systems Drop inlets, junction boxes, manholes, lift stations, electrical control panels, invert elevations, flowline grades, utilities near system	
		X	CME, TCP and ROW acquisition schedules Stations, locations, dimensions	
			Miscellaneous Details	
*	X	X	Special details or drawings not covered in Standard Drawings	
			Temporary Erosion and Sediment Control Plan (TESCP)	
	X	X	Erosion control sheet (contact Landscape Architect for data for inclusion into plans)	
	X	X	TESCP Schedule	
	X	X	Item numbers and descriptions, stations, locations, description, quantities	Items to be listed in numerical order across the top of the sheet
		X	Actual totals and use quantities	
	X	X	TESCP / NPDES plan view details (for environmentally sensitive projects)	
			Erosion Control Plan	List total quantities to 2 decimal places and round use quantity to 1 decimal place
		X	Include plan from Landscape Architect. Contact Roadside Environment Design Unit for Erosion Control Plan Requirements.	
		X	Mulching requirement areas	
		X	Stations, quantities, remarks	
		X	Class " " Seeding	
		X	Stations, quantities, remarks	
		X	Temporary soil stabilant: 120% of total seeding	

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PDI	GDI	PIH	3-SERIES CHECKLIST		FORMATTING GUIDELINES*
			Plan and Profile Sheets		Numbering for alternates shall be shown as 3-1A (for Alt. A), 3-1B (for Alt. B), etc. All text shall be consistent in font size and style. Existing information shall be in block style and proposed information in italics style.
			Standard Minimum Plan Information		
X	X	X	BOP and EOP stationing		Use standard arrows provided in CADD Standards
X	X	X	Description of existing structures and drainage features		
X	X	X	Existing ROW limits designated		
X	X	X	Existing vertical and horizontal alignments including data		Label centerline of survey and construction
X	X	X	Utility and owner information		List on first plan and profile sheet only (Sheet 3-1)
X	X	X	Boring locations (where available)		List on first plan and profile sheet only (Sheet 3-1)
X	X	X	North arrow		
X	X	X	Scales: Horizontal (stationing) and Vertical (elevation)		List on first plan and profile sheet only (Sheet 3-1)
	X	X	Final vertical and horizontal alignment with superelevation transition stationing and horizontal and vertical curve data		
	X	X	Final ROW, CME, TCP and Work Permit areas		Provide dimensions to centerline of survey (or construction)
	X	X	Include referenced build notes to all schedules for all new work (Structure Placement, Miscellaneous Schedule, Turnout Profiles, etc.)		Show all build notes perpendicular to proposed centerline.
			Comprehensive Checklist		
			Horizontal Alignments (EXISTING)		
X	X	X	Bearings and angle points		Degree of curve and delta to be shown in degrees, min, sec. Existing curve data shall be in block style text. Show existing topography notes parallel to centerline of construction.
X	X	X	Curve Data: PC's, PI's, PT's and Curve Data		
			<div style="border: 1px solid black; padding: 5px; width: fit-content;"> Sample of Horizontal Curve Data: PI STA=105+10.25 DEG=8°34'51.00" Δ=5°15'05.20" R=150.00' T=47.93' L=92.79' SE=2.8% </div>		
X	X	X	Topography		
X	X	X	Bench marks (elevations)		
X	X	X	Drainage structures		Description of existing structures and drainage features
X	X	X	Equations		
X	X	X	Existing survey centerline		
X	X	X	Existing ROW limits		
			Horizontal Alignments (PROPOSED)		
	X	X	New curve data		Proposed curve data shall be in italics.
	X	X	Design equations		
	X	X	Offset distances		
	X	X	Offset alignments and elevations		
	X	X	Bearings and angle points		
	X	X	Construction centerline		Station numbering at 500 ft. max. intervals
	X	X	Slope limits		
	X	X	ROW Takes, CME's, and TCP's (Dimensions)		
	X	X	BOP and EOP stationing with equations		
	X	X	Arc definition note		Add "All curves on this project are based on the arc definition. Radius of 1 -5729.578." Sheet 3-1 only.
	X	X	Ramps and intersection alignments		
	X	X	Special preliminary design inspection recommendations		
	X	X	Proposed structures, pipes, CBCs, bridges, etc.		
	X	X	Reference designations for build notes (i.e. SQ-1, TO-2, etc.)		
			Vertical Alignments (EXISTING)		
X	X	X	Profiles and grades		Existing ground linework shall be dashed.

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			<u>3-SERIES CHECKLIST</u>	<u>FORMATTING GUIDELINES*</u>
PDI	GDI	PIH		
X	X	X	Structure locations	
	X	X	Flowline elevations	
			Vertical Alignments (PROPOSED)	Proposed profile grade linework shall be solid.
	X	X	Vertical Curves: PC, PI, PT stations and elevation, Length of VC, MO, SSD for crest VC's and K-Values	Proposed curve data shall be in <i>italics</i> .
	X	X	Grades, ensuring minimum cover at structure locations	To 2 decimal places
	X	X	Elevations	To 2 decimal places
	X	X	Structure location (flowline, description)	Provide station, centerline flowline elevation, and structure description.
	X	X	Ramps and intersection alignments	
	X	X	Superelevation transitions, runoff and tangent runoff lengths, details and locations	Refer to SE schedule on miscellaneous quantity sheets or provide here.
		X	Detour Alignments and Grades (Detour Structures as per Drainage Report)	
	X	X	Curve data	
	X	X	Detour profile	
	X	X	Offset	
	X	X	Connections	
	X	X	Clear zone requirements	
	X	X	Bench Marks (elevations)	
	X	X	Miscellaneous Notes	
	X	X	This Project begins in Section, Township, Range or Grant	Show on first plan and profile sheet only
	X	X	This Project ends in Section, Township, Range or Grant	Show on last plan and profile sheet only
			<u>Intersection Layout Sheet</u>	
	X	X	Ramp geometry	
	X	X	North arrow	
		X	Intersection plan sheets	
		X	Radii	
		X	Bearings	
			<u>Interchange Layout Sheet</u>	
		X	Ramp geometry	
		X	North arrow	
		X	Radii	
			<u>Contour Sheets (if required)</u>	
	X	X	Index contours intervals	
	X	X	Elevations	

Sample Vertical Curve
Data:
PI STA=1355+50.00
VC Length=650.0'
M.O.=4.55'
K Value=114'
SSD=518'

Sample Bench Mark:
BRASS CAP
75' RT. STA. 421+42.21

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SERIES CHECKLIST			FORMATTING GUIDELINES*
4-Series - Turnout Profiles			Turnout Sections listed in numerical order from the bottom of the sheet up
X	X	X	Existing cross section, station, location and description
	X	X	Existing ROW
	X	X	Proposed typical section with dimensions
	X	X	Proposed build notes including TO dimensions, radii, drainage pipes and gates, if required
	X	X	Proposed ROW (CMEs, TCFs, or Work Permit dimensions)
	X	X	Profile grade and vertical curve data
	X	X	Elevations where turnout ends (at "catch points")
			Show pipe in turnout profile, if required
PDI	GDI	PIH	5-Series - Bridge Sheets
•	X	X	Structure location sheets
•	X	X	Retaining walls
•	X	X	Concrete channel covers
•	X	X	Energy dissipators
	X	X	Geotechnical exploration boring log summary
PDI	GDI	PIH	6-Series - Construction Signing Plans
X	X	X	Suggested sequence of construction (constructability plan)
X	X	X	Proposed detour details including location and type (shoo-fly, detour, etc.)
	X		Constructability review to be completed prior to or concurrent with GDI
	X	X	Traffic management (construction signing) plan details
	X	X	Sign face details, etc.
	X	X	Schedule and quantities for all required traffic management items
	X	X	Indicate whether Traffic Control Management Plan quantities will be itemized or paid for as lump sum.
	X	X	Indicate whether Changeable Message Boards to be retained by NMDOT or contractor
	X	X	Detour geometric details and curve data, etc.
	X	X	Detour typical section (include tack coat, prime coat, subgrade preparation)
	X	X	Detour quantity schedule
	X	X	Insert Standard Drawings (applicable sheets only) as 6-series sheets
	•	X	Special details
		X	Carry all items and quantities through to Summary of Quantities
			Label reference (TO-1, TO-2, etc.). Label station at centerline of TO.
			Label existing ground line elevation and roadway elevation at edge of shoulder.
			Sample Turnout note: TO-3 STA. 90+25.25 BUILD 1-16' TURNOUT, RT., 25' RADIUS, LT. & RT. BUILD 1-24"X26" CULVERT PIPE W/ CONCRETE BLANKETS W/ SAFETY GRATES, LT. & RT. PAVE TO RW.
			In accordance with the NMDOT Bridge Procedures and Design Guide, current version
			This should be second sheet of 6-series (Sheet 6-2)
			Add note below schedule to indicate if NMDOT or the contractor retains Changeable Message Boards.

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			SERIES CHECKLIST	FORMATTING GUIDELINES*
			7-Series - Permanent Signing Plans	
	X	X	Plan view providing sign locations and descriptions	
	X	X	Striping plan	
	X	X	Intersection striping details, if required	
	X	X	Sign face detail sheet	
	X	X	Project specific permanent signing notes	
	X	X	Permanent signing and striping quantity sheet	Provide schedules including item number, descriptions and quantities
	X	X	Permanent signing and striping summary of quantities sheet	Provide schedules including item number, descriptions and quantities
	X	X	Item numbers, item descriptions and quantities	
	X	X	Carry all items and quantities through to Summary of Quantities	
	X	X	Retroreflectorized painted markings	
	X	X	Station to station	
	X	X	Define striping (i.e. solid white, solid yellow, etc)	
	X	X	Linear feet (include equations when applicable)	
	X	X	Description (i.e. shoulders lt and rt, center line, no passing zones, etc)	
	X	X	Specify paint type - Acrylic (3 applications) or Hi-build (2 applications)	
			8-Series - Lighting Plans	
	X	X	Plan view providing lighting locations and descriptions	
	X	X	Project-specific notes for lighting	
	X	X	Summary sheet providing schedules including items and quantities	
	X	X	Project-specific lighting details (not addressed by NMDOT Standard Drawings)	
	X		Lighting Agreement sent to local government for approval	
		X	Lighting Agreement signed by local government and returned to Traffic Technical Support Bureau	
		X	Carry all items and quantities through to Summary of Quantities	
			9-Series - Signalization and/or ITS Plans	
	X	X	Plan view providing signalization and/or ITS locations and descriptions	
	X	X	Applicable notes for signalization and/or ITS installations	
	X	X	Signalization and/or ITS details (not addressed by NMDOT Standard Drawings)	
	X	X	Summary sheet providing schedules including item number, descriptions and quantities	
	X		Signal plans reviewed by Traffic Maintenance Section	
	X		Signal Agreement sent to local government for approval	
		X	Signal Agreement signed by local government and returned to Traffic Technical Support Bureau	
		X	Carry all items and quantities through to Summary of Quantities	

STANDARD MINIMUM PLAN INFORMATION AND COMPREHENSIVE CHECKLIST

Abbreviations:

PDI - Preliminary Design Inspection

GDI - Grade and Drain Inspection

PIH - Plan-in-Hand Inspection

* Applies to all milestone submittals

• If available

			SERIES CHECKLIST	FORMATTING GUIDELINES*
PDI	GDI	PIH		N/A
			10-Series - Structure Placement Sections	
X	X	X	Scales	
X	X	X	Existing Structure Sections	Use block font
X	X	X	Existing structure station and description	
	X	X	Pipe sections to be removed	
			Proposed Extension or New Structure Placement Sections	Use italic font
X	X	X	New structure work (as per drainage recommendations)	Sample Build Note (new structures): STA. 97+00.10 BUILD 2-24"x84' CULVERT PIPES - NORMAL W/END SECTIONS, LT. & RT. DA=XX ACRES, HW=x.x', Q100=xx CFS STD DRAWINGS: XXX-XX-XX, XXX-XX-XX
X	X	X	Label reference (SQ-1, SQ-2, etc.)	
X	X	X	Build note (match build note shown on P&P and ESQ)	
			Show typical section template with lane and shoulder dimensions with CWB and metal barrier offset location	
X	X	X	End sections or blankets	
X	X	X	Dig inlet and outlet dimensions (Length x Width x Depth)	
X	X	X	Erosion control pads	
X	X	X	Clear zone locations	
X	X	X	Existing ROW location	
X	X	X	New ROW (CME and TCP dimensions and limits)	
X	X	X	Label profile grade	DA in acres, HW in FT, and Q100 in CFS
X	X	X	Drainage Area (DA), Headwater (HW), and Q100	
X	X	X	Elevations and grades on structure extensions	
X	X	X	Minimum cover over pipes	
X	X	X	List of required Standard Drawings	
X	X	X	Skewed Sections	All requirements of normal sections apply with the following adjustments:
X	X	X	Template dimensions and slopes	Skewed dimensions
X	X	X	Show profile grade @ edge of shoulders at skewed station	
X	X	X	Offsets	Skewed dimensions
X	X	X	Clear zone	Skewed dimensions
X	X	X	ROW	Skewed dimensions
X	X	X	Build notes - show skew and direction of skew (i.e. Rt Fwd or Lt fwd)	
X	X	X	Super Elevated Sections	All requirements of normal sections (and skewed section requirements, if applicable) apply
X	X	X	Apply SE rate or transition rate to template	
X	X	X	Label SE rate or transition rate	
X	X	X	Structures under Turnouts	
X	X	X	Minimum cover	
X	X	X	Flowline	
X	X	X	Parallel end treatments	

STANDARD MINIMUM PLAN INFORMATION AND COMPREHENSIVE CHECKLIST

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• If available

			<u>SERIES CHECKLIST</u>	<u>FORMATTING GUIDELINES*</u>
PDI	GDI	PIH	<u>11-Series - Utility Sheets</u>	
		X	Utility plan sheets	
PDI	GDI	PIH	<u>12-Series - NMDOT Standard Drawings</u>	
			NMDOT Standard Drawings	Provide at production milestone only
PDI	GDI	PIH	<u>13-Series - Cross-Sections</u>	Stationing shown from the bottom of the sheet up
X	X	X	Existing cross sections	
			Proposed template	Proposed template dimensions with slopes as per slope selections or slope exceptions
	X	X	Proposed grade elevations	
	X	X	Offsets	
	X	X	Define transition sections	Label super elevation rates and transition rates, if applicable
	X	X	Areas and volumes plus shrink or swell	Earthwork areas and volumes (cut quantities on left, fill quantities on right)
	X	X	Location and dimensions	
	X	X	Identification (roadway, ramps, frontage road, etc.)	Label and identify ramps, frontage roads, etc.
			ROW limits	