

# 11.0 Chapter Eleven - Deliverables

CDOT is currently investigating several different final deliverable alternatives. The CDOT Electronic Files to Contractors Task Force is working on establishing a format for electronic design information to contractors, a method of delivering the electronic files to contractors, what information will be delivered to contractors, what project size limitations exist, if any, the use of Electronic signatures, final close out electronic data and guidelines for electronic deliverables from consultants. Once final recommendations and guidelines have been completed this chapter will be updated. Until then, the following should be followed.

## 11.1 PDF Files

Plan set sheets should be created in the Portable Document Format (pdf). These PDF file(s) should be located in the project specific Plot\_Sets folder under the appropriate subfolder. The following subfolders are available for file storage: FIR (Final Inspection Review), ROWPR (Right of Way Plan Review), FOR (Final Office Review) and AD (Advertisement) which also includes a subfolder for Revisions under AD. Everyone at CDOT, including the reproduction department, can have access to this Plot\_Sets folder. The Project Manager should determine and set the level of access. The reproduction department has requested that a single PDF file containing all applicable plan set sheets be created and available for download from the appropriate subfolder. This department has also requested that all project specifications be saved to the same folder location, but be contained within a separate Specifications PDF file. The reproduction department will download the Plan Set PDF file and the Specification PDF file to be printed from this location. It is acceptable to submit cross-section sheets in a separate PDF file, but not required. The reproduction department will include the appropriate, new and revised Standard Plans as defined on the project Title Sheet.

If there are file size limitation concerns, or network transfer issues, contact Alvaro Duran with the Printing & Visual Communications Center (PVCC) also known as the Reproduction Department.

### Review Batch Printing workflow

It should be noted that, MicroStation is software that provides dynamic updates to associated Model and Sheet files. If a copy of the Design (DGN) files are desired for each submittal phase, it is the responsibility of the Project Manager or Specialty Group Lead to back up the project folder containing the graphic representation of the project at that snap shot in time (FIR, FOR, etc). It is recommended that the entire project folder be included in the back-up. This is

## CDOT CADD Manual - Chapters 11

due to the recommended practice of attaching reference models from each specific discipline group.