

DISTRIBUTION OF PRINTS BY ROAD DESIGN SECTION

(PRELIMINARY PLANS)

(SHEET 1 OF 2)

PURPOSE	NO. OF SETS	FOR	SHEETS NEEDED	REMARKS
PROJECT INITIATION 15%	1	UTILITY UNIT	TITLE SHEET, PLAN & PROFILE	PARISH MAP & COPIES OF FIELD ROLL CAN BE USED FOR HIGH PRIORITY PROJECTS
	1	PROJECT ENGINEER		
	1	DISTRICT UTILITY REPRESENTATIVE		
	3	REAL ESTATE SECTION		
	3	ENVIRONMENTAL SECTION		
TYPICAL SECTION 30%	1	GEOTECHNICAL ENGINEER	TITLE SHEET, PROPOSED TYPICAL SECTION, & SOIL SURVEY	IF SOIL SURVEY HAS NOT BEEN MADE, PROPOSED GRADE TO BE FURNISHED
BRIDGE 60%	1	BRIDGE DESIGN SECTION	TITLE SHEET & SPECIFIC P/P	ONLY IF BRIDGES REQUIRED
GEOMETRIC REVIEW 60%	1	TRAFFIC & GEOMETRIC DESIGN	FULL SET	
SOIL BORINGS, PROBINGS, SUBGRADE SOIL SURVEY, pH & RESISTIVITY 60%	3	PAVEMENT & GEOTECHNICAL	TITLE SHEET, GEN. BR. PLAN, PLAN/PROFILE SHTS.	
PRELIMINARY DRAINAGE CHECK 60%	1	BRIDGE DESIGN SECTION	ALL INFORMATION REQUESTED	FOR PERMIT DETERMINATION
	1	HYDRAULICS SECTION		ALL PROJECTS
PRELIMINARY R/W MAPS & PROPERTY SURVEY 60% OR LESS	1	LOCATION & SURVEY	TITLE SHEET, PLAN PROFILES	
	1	REAL ESTATE		
PLAN-IN-HAND 90%	1	CONSTRUCTION SECTION (HDQTRS)	FULL SET	FOR PERMIT DETERMINATION ONLY IF BRIDGES REQUIRED NH SYSTEM > \$1 MILLION ONLY IF FEDERAL AID PROJECTS IF APPLICABLE PARISHES OF JEFF., PLAQ., EBR, ORLEANS, CADDO ONLY FOR R/R X-INGS
	1	TRAFFIC SERVICES		
	1	UTILITY UNIT		
	1	DISTRICT CONSTRUCTION ENGINEER		
	1	DISTRICT MAINTENANCE ENGINEER		
	1	PROJECT ENGINEER		
	1	DISTRICT UTILITY REPRESENTATIVE		
	1	DISTRICT REAL ESTATE OFFICER		
	1	DISTRICT DESIGN, WATER RESOURCES, & DEVELOPMENT ENG.		
	1	DISTRICT TRAFFIC OPERATIONS ENG.		
	1	BRIDGE DES. FED. PERMIT COORD.		
	1	BRIDGE DESIGN SECTION		
	1	F.H.W.A.		
	1	REAL ESTATE (HDQTRS)		
	1	ENVIRONMENTAL SECTION		
	1	CONSULTANT		
	2	PARISH OR CITY GOVERNMENTAL AGENCY		
1	MAINTENANCE SECTION	TITLE SHT., TYP SEC, P/P w/RR		
1	HIGHWAY NEEDS	PLAN-IN-HAND REPORT ONLY		
FINAL RIGHT OF WAY 100%	1	UTILITY UNIT	TITLE SHT., P/P, CROSS-SEC.	FOR R/R X-INGS ONLY IF SEWERAGE EFFLUENT IS BEING DISCHARGED ON HWY. R/W (SUB SURFACE DRAINAGE PROJECTS) NH SYSTEM > \$1 MILLION ONLY IF FEDERAL AID PROJECTS FOR PERMIT DETERMINATION
	1	DISTRICT UTILITY REPRESENTATIVE	FULL SET & CROSS-SECTIONS	
	1	PROJECT ENGINEER		
	10	REAL ESTATE SECTION	TITLE SHEET & P/P	
	1	LOCATION & SURVEY SECTION		
	1	MAINTENANCE SECTION		
	1	PARISH OR CITY GOVERNMENTAL AGENCY		
	1	F.H.W.A.		
	1	ENVIRONMENTAL SECTION	TITLE SHT., P/P, DR. MAP	
1	BRIDGE DES. FED. PERMIT COORD.			
REVISED FINAL RIGHT OF WAY	1	DISTRICT CONSTRUCTION ENGINEER	TITLE SHEET & SPECIFIC P/P	NH SYSTEM > \$1 MILLION
	1	UTILITY UNIT		
	1	PROJECT ENGINEER		
	1	DISTRICT UTILITY REPRESENTATIVE		
	10	REAL ESTATE SECTION		
	1	LOCATION & SURVEY SECTION		
	1	ENVIRONMENTAL SECTION		
	1	F.H.W.A.		

Figure 1-8

DISTRIBUTION BY ROAD DESIGN SECTION

(FINAL PLANS)

(SHEET 2 OF 2)

PURPOSE	NO. OF SETS	FOR	SHEETS NEEDED	REMARKS
DRAINAGE CHECK 60%	1	HYDRAULICS SECTION	ALL INFORMATION REQUESTED	
	1	UTILITY UNIT	TITLE SHT., TYP. SEC., P/P	SUB SURFACE DRAINAGE PROJECTS
	1	DISTRICT UTILITY REPRESENTATIVE		
ADVANCE CHECK PRINTS 95%	1	PROJECT ENGINEER	FULL SET & CROSS-SECTIONS	NH SYSTEM > \$1 MILLION
	1	CONSTRUCTION SECTION (HDQTRS)		
	1	F.H.W.A.		
	1	DISTRICT CONSTRUCTION ENGINEER	FULL SET	ADDITIONAL SET IF SIGNING REQUIRED
	1	DISTRICT UTILITY REPRESENTATIVE		
	1	GEOTECHNICAL ENGINEER		
	1	TRAFFIC SERVICES		
	1	TRAFFIC & GEOMETRIC DESIGN		
	1	CONTRACTS & SPECIFICATIONS		
	2	BRIDGE DESIGN SECTION		
	1	ENVIRONMENTAL SECTION		
	1	UTILITY UNIT		
	1	CONTRACTS MANAGEMENT		
	1	REAL ESTATE (HDQTRS)	LETTER ONLY	
5	MAINTENANCE SECTION	TITLE SHT., TYP. SEC., P/P w/RR	ONLY FOR R/R X-INGS	
NATIONAL POLLUTION DISCHARGE ELIMINATION SYSTEM (NPDES)	1	EPA	NOTICE OF INTENT	
STORM WATER POLLUTION PREVENTION PLAN (SWPPP)	1	CONTRACTS & SPECIFICATIONS	ENVIRONMENTAL PROTECTION SPECIAL PROVISION	
TRAINEE DETERMINATION	1	CONTRACTS & SPECIFICATIONS	TRAINEE DETERMINATION FORM	
	1	CONSTRUCTION		
FINAL SIGNED PLANS 100%	THE REAL ESTATE SECTION, LOCATION AND SURVEY SECTION, UTILITY UNIT, DISTRICT ADMINISTRATOR, DISTRICT CONSTRUCTION ENGINEER, CONSTRUCTION ENGINEER, ROAD DESIGN ENGINEER AND PARISH OR GOVERNMENTAL AGENCY ARE ADVISED BY COPIES OF TRANSMITTAL MEMORANDUM, WHEN FINAL SIGNED PLANS ARE SENT TO GENERAL FILES. PRINTS ARE FURNISHED BY GENERAL FILES ON REQUEST.			
PLAN CHANGE	1	UTILITY UNIT	TITLE SHEET & REVISED SHEETS	NH SYSTEM > \$1 MILLION
	1	PROJECT ENGINEER		
	1	DISTRICT UTILITY REPRESENTATIVE		
	1	MATERIALS ENGINEER		
	1	CONST. MATERIALS ENGINEER		
	18	CONSTRUCTION SECTION (HDQTRS)		
	1	F.H.W.A.		
10	REAL ESTATE SECTION	TITLE SHT. & REVISED P/P SHTS.	ONLY IF R/W CHANGED	

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DRS
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