

E-SUBMIT CHECKLIST

RETAINING WALL STRUCTURE SURVEY REPORT

1 STRUCTURE SURVEY REPORT

- Complete DT1694, Structure Survey Report** **Retaining Wall**
 - **Preference:** *desired wall type*
 - *i.e. MSE, Modular Block, Sheet Pile, CIP...*
 - SSR Workshop Manual and Videos
 - Bridge Manual Chapter 6.2.1 - Bridge Manual Chapter 14

2 SUPPORTING DOCUMENTATION

PDF Files:

- Project Location Map**
 - *structure location and number*
 - *other proposed structures within project limits*
- Plan and Profile Sheet (graphical or tabulated)**
 - *horizontal curve data*
 - *vertical curve data (grades to nearest thousandth)*
- Typical Roadway Cross Section**
 - *typical dimensions, slopes, clear zones, sidewalks, curb and gutter, etc.*
- Wall Layout Information**
 - *geometry table showing offsets, ground line elevation and top of wall elevation at 25ft stations*
 - *roadway and wall cross sections*
 - *typical section of wall*
- Labeled Photographs**
 - *existing structures, utilities, buildings, etc.*
- Preliminary Staging Plan (if required)**

DGN Files:

- Alignment**
- Proposed Pavement**
- Utilities**
- Contours**
- Base Mapping**
- Right of Way**
- Cross Section**
 - *at proposed structure*
 - *at existing structure (if applicable)*

3 SUBMITTAL

- E-Submit**
 - *STRUCTURE SURVEY REPORT and SUPPORTING DOCUMENTATION are submitted using the E-Submit process (as "BOS DESIGN")*
 - E-Submit
 - E-Submit Help
- Email: Region Soils Engineer**
 - *IMPORTANT! The formal notice of the project to the Region Geotechnical Section*
 - *State on the SSR who will be doing the geotechnical work/soil borings*