

E-SUBMIT CHECKLIST

SIGN STRUCTURE SURVEY REPORT

1 STRUCTURE SURVEY REPORT

- Complete DT1694, Structure Survey Report** **Sign Structure**
 - **Preference:** sign structure type
 - overhead, cantilever, single pole sign support and approximate span length
 - **Additional Information:** sign structure design requires the following
 - sign type (VMS, I, II, or III)
 - sign size
 - posted speed limit
 - direction of viewing
 - catwalks or lighting (provide only clearances for electrical feed entrances)
 - SSR Workshop Manual and Videos
 - Bridge Manual Chapter 6.2.1 - Bridge Manual Chapter 39

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)
 - horizontal RL offset to center of footing/upright
 - right of way encroachments
- Typical Roadway Cross Section**
 - typical dimensions, slopes, clear zones, sidewalks, curb and gutter, etc.
 - show high point elevation and location (survey shots if existing roadway)

DGN Files:

- Alignment**
- Proposed Pavement**
- Utilities**
- Base Mapping**
- Right of Way**
- Cross Section**
 - at proposed structure

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