

## FileNet Project Deliverables and Plan Sets

Deliverable/ Plan Set	File Naming Convention and File Format (nnnnnn-nn is the project PIN)	Comments	PPRM Activity
Initial Studies Request	<b>nnnnnn-nn-InitialStudiesRequest.pdf</b> <b>nnnnnn-nn-InitialStudiesRequest.zip</b>  <b>nnnnnn-nn-InitialStudiesReEvaluation-mm-dd-yy.pdf</b> <b>nnnnnn-nn-InitialStudiesReEvaluation-mm-dd-yy.zip</b>	<p>See Footnotes</p> <p>Environmental Tech Studies, Geotech, Hydraulic Grade Approval, Signals and Lighting, ITS, Multimodal, Pavement Design, and Railroad. For more information, see Roadway Design Guidelines <i>Chapter 4-201.00</i>.</p> <p>For more information on the Initial Studies Re-Evaluation, see Roadway Design Guidelines <i>Chapter 4-201.08</i>.</p>	341
Preliminary Field Review	<b>nnnnnn-nn-PreliminaryFieldReview.pdf</b>	See Roadway Design Guidelines <i>Chapter 1-105.01</i> for submittal packet requirements.	375
Preliminary Estimates	<b>nnnnnn-nn-PreliminaryEstimate.xlsm</b>	See Roadway Design Guidelines <i>Chapter 1-401.00 Creating the Preliminary Roadway Quantities Estimate and 1-402.01 Submittal of Preliminary Estimate</i> .	390
Public Meeting Plans	<b>nnnnnn-nn-PublicMeeting.pdf</b> <b>nnnnnn-nn-PublicMeeting.zip</b>	See Footnotes and Roadway Design Guidelines <i>Chapter 1-105.02</i> for submittal packet requirements.	390
Incidentals	<b>nnnnnn-nn-Incidentals.pdf</b>	See Roadway Design Guidelines <i>Chapter 4-202.00 and 4-202.01</i> .	425
Site Review	<b>nnnnnn-nn-SiteReview.pdf</b>	See Roadway Design Guidelines <i>Chapter 1-105.03</i> for submittal packet requirements.	531
Right-of-Way Field Review	<b>nnnnnn-nn-ROWFieldReview.pdf</b> <b>nnnnnn-nn-ROWFieldReview.zip</b>	<p>See Footnotes and Roadway Design Guidelines <i>Chapter 1-105.04</i> for submittal packet requirements.</p> <p>For other divisions that may be submitting R.O.W. Field Review documents for inclusion in the submittal packet, please use the following naming convention when placing files on FileNet:</p> <p><b>nnnnnn-nn-ROWFieldReview-Bridge.pdf</b>  <b>nnnnnn-nn-ROWFieldReview-ITS.pdf</b>  <b>nnnnnn-nn-ROWFieldReview-Lighting.pdf</b>  <b>nnnnnn-nn-ROWFieldReview-NaturalStreamDesign.pdf</b>  <b>nnnnnn-nn-ROWFieldReview-RetainingWall.pdf</b>  <b>nnnnnn-nn-ROWFieldReview-Signal.pdf</b></p>	540
Permit Sketches	<b>nnnnnn-nn-PermitSketches.pdf</b>	See Roadway Design Guidelines <i>Chapter 5-404.00 Environmental Permit Requirements</i>	575
Right-of-Way Estimate	<b>nnnnnn-nn-RoadwayROWEstimate.xlsm</b>	See Roadway Design Guidelines <i>Chapter 1-402.02 Submittal of R.O.W. Estimate for R.O.W. or Utilities Only Funding</i> .	585

Right-of-Way	<p><b>nnnnnn-nn-ROW.pdf</b></p> <p><b>nnnnnn-nn-ROW-Rev-mm-dd-yy.pdf</b></p> <p><b>nnnnnn-nn-ROW.zip</b></p> <p><b>nnnnnn-nn-ROW-Rev-mm-dd-yy.zip</b></p>	<p>See Footnotes and Roadway Design Guidelines <i>Chapter 1-105.05</i> for submittal packet requirements.</p> <p>See Footnotes and Roadway Design Guidelines <i>Chapter 1-105.06</i> for submittal packet requirements.</p> <p><b>It is not necessary to re-seal the title sheet unless the revision is on the title sheet.</b></p> <p>For other divisions that may be submitting R.O.W. documents for inclusion in the submittal packet, please use the following naming convention when placing files on FileNet:</p> <p><b>nnnnnn-nn-ROW-Bridge.pdf</b></p> <p><b>nnnnnn-nn-ROW-ITS.pdf</b></p> <p><b>nnnnnn-nn-ROW-Lighting.pdf</b></p> <p><b>nnnnnn-nn-ROW-NaturalStreamDesign.pdf</b></p> <p><b>nnnnnn-nn-ROW-RetainingWall.pdf</b></p> <p><b>nnnnnn-nn-ROW-Signal.pdf</b></p>	600
Draft Traffic Control Sheets	<b>nnnnnn-nn-DraftTrafficControlROW.pdf</b>	These files are for informational purposes only and are not part of the official R.O.W. plans. These are updated traffic control plans based on items discussed at the R.O.W. Field Review. See Roadway Design Guidelines <i>Chapter 1-500.00 Types of Field Reviews – Right of Way Field Review</i> portion.	600
Work Zone Significance Determination & Traffic Management Plan	<p><b>nnnnnn-nn-ROW-TMP.pdf</b></p> <p><b>nnnnnn-nn-TMP.pdf</b></p>	See <a href="#">TDOT Work Zone Safety and Mobility manual and Traffic Management Plan Workbook</a> . A signed copy shall be turned in with R.O.W. plans submittal. It shall be re-evaluated at the Construction Field Review submittal and a Construction TMP shall be developed. If changes are made at the ROW or Construction phase, revise the associated document and replace original on FileNet with the same name. See Roadway Design Guidelines <i>Chapter 1-105.05, 1-105.06, 1-105.07, 1-105.08, 1-105.09, 1-105.10 or 1-105.11</i> .	600 & 695
Utility Rainbow Plans	<p><b>nnnnnn-nn-UtilityRainbows.pdf</b></p> <p><b>nnnnnn-nn-UtilityRainbows-Rev-mm-dd-yy.pdf</b></p>	<p>These plans are submitted by the utility companies approximately 120 days after the final R.O.W. plans are turned in.</p> <p>The Regional R.O.W. offices are responsible for uploading the plans to the R.O.W. FileNet Folder.</p> <p>See Roadway Design Guidelines <i>Chapter 1-105.07 and 1-105.08</i> for submittal packet requirements and <i>1-500.00</i> for Field Review requirements.</p>	N/A
Constructability Review	<p><b>nnnnnn-nn-ConstructabilityReview.pdf</b></p> <p><b>nnnnnn-nn-ConstructabilityReview.zip</b></p>	See Roadway Design Guidelines <i>Chapter 1-500.00</i> for submittal packet requirements.	690

Construction Field Review	<p><b>nnnnnn-nn-ConstructionFieldReview.pdf</b></p> <p><b>nnnnnn-nn-ConstructionFieldReview.zip</b></p>	<p>See Footnotes and Roadway Design Guidelines <i>Chapter 1-105.07</i> for submittal packet requirements.</p> <p>This plan set will be used for NEPA Re-evaluation and for obtaining SWPPP comments.</p> <p>For other divisions that may be submitting Construction Field Review documents for inclusion in the submittal packet, please use the following naming convention when placing files on FileNet:</p> <p><b>nnnnnn-nn-ConstructionFieldReview-Bridge.pdf</b></p> <p><b>nnnnnn-nn-ConstructionFieldReview-Geotechnical.pdf</b></p> <p><b>nnnnnn-nn-ConstructionFieldReview-ITS.pdf</b></p> <p><b>nnnnnn-nn-ConstructionFieldReview-Lighting.pdf</b></p> <p><b>nnnnnn-nn-ConstructionFieldReview-NaturalStreamDesign.pdf</b></p> <p><b>nnnnnn-nn-ConstructionFieldReview-RetainingWall.pdf</b></p> <p><b>nnnnnn-nn-ConstructionFieldReview-Signal.pdf</b></p> <p><b>nnnnnn-nn-UtilityRainbows.pdf</b></p>	695
Construction Field Review Estimates	<p><b>nnnnnn-nn-RoadwayConstructionFieldReviewEstimate.xlsm</b></p> <p><b>nnnnnn-nn-StructuresConstructionFieldReviewEstimate.xlsm</b></p> <p><b>nnnnnn-nn-TrafficOpsITSConstructionFieldReviewEstimate.xlsm</b></p> <p><b>nnnnnn-nn-TrafficOpsSignalsConstructionFieldReviewEstimate.xlsm</b></p> <p><b>nnnnnn-nn-TrafficOpsLightingConstructionFieldReviewEstimate.xlsm</b></p> <p><b>nnnnnn-nn-UtilityConstructionFieldReviewEstimate.xlsm</b></p>	<p>Send updated Roadway, Structure, and Utility estimate to Bid Analysis &amp; Estimating Office. See Roadway Design Guidelines <i>Chapter 1-402.04</i>.</p> <p>See <i>Chapter 1-402.04 and 1-402.05</i> for Utility Estimate requirements.</p>	695
NPDES	<p><b>nnnnnn-nn-NPDES.pdf</b></p>	<p>This plan set shall be updated immediately following the Construction Field Review and include all updates as defined in the Construction Field Review from the SWPPP Consultant. This plan set will be used for NPDES application.</p>	N/A

Final Construction Review	<b><i>nnnnnn-nn-FinalConstructionReview.pdf</i></b>	<p>See Roadway Design Guidelines <i>Chapter 1-105.08</i> for submittal packet requirements. Include a copy of Request for Comments Notification</p> <p>For other divisions that may be submitting Final Construction Plans Review documents for inclusion in the submittal packet, please use the following naming convention when placing files on FileNet:</p> <p><b><i>nnnnnn-nn-Construction-Bridge.pdf</i></b>  <b><i>nnnnnn-nn-Construction-Geotechnical.pdf</i></b>  <b><i>nnnnnn-nn-Construction-ITS.pdf</i></b>  <b><i>nnnnnn-nn-Construction-Lighting.pdf</i></b>  <b><i>nnnnnn-nn-Construction-NaturalStreamDesign.pdf</i></b>  <b><i>nnnnnn-nn-Construction-RetainingWall.pdf</i></b>  <b><i>nnnnnn-nn-Construction-Signal.pdf</i></b>  <b><i>nnnnnn-nn-Construction-SWPPP.pdf</i></b>  <b><i>nnnnnn-nn-Construction-Utility.pdf</i></b></p>	710
Resurfacing PS&E Submittal	<b><i>nnnnnn-nn-PS&amp;E.pdf</i></b>	Place PS&E document on FileNet when submitting the resurfacing plan set for review.	

Construction Letting Files	<b>nnnnnn-nn-ConstructionLettingFiles.zip.</b>	See Roadway Design Guidelines <i>Chapter 1-105.09</i> for submittal requirements.	
Roadway Construction Letting	<b>nnnnnn-nn-RoadwayConstruction.pdf</b> <b>nnnnnn-nn-RoadwayConstruction.zip</b>  <b>nnnnnn-nn-RoadwayConstruction-LettingRev-mm-dd-yy.pdf</b> <b>nnnnnn-nn-ConstructionLettingFiles-Rev.XX.XX.XX.zip</b>  <b>nnnnnn-nn-RoadwayConstruction-Rev-mm-dd-yy.pdf</b>	<p>See Footnotes and Roadway Design Guidelines <i>Chapter 1-105.08</i> for submittal packet requirements.</p> <p>Letting and/or Construction Plan revisions, if any, will necessitate another uploaded plan set in its <u>ENTIRETY</u>. See Roadway Design Guidelines <i>Chapter 1-105.10 and 1-105.11</i>.</p> <p><b>If the proposed revision impacts any cross sections and/or the proposed terrain (.tin) file of the Contractor Letting Files, an updated submittal shall be uploaded to Filenet.</b></p> <p>For other divisions that may be submitting construction letting documents, please follow the naming convention shown and substitute your division's name where "Roadway" is shown under the File Naming and File Format column. [Geotech, Structures, TrafficOpsITS, TrafficOpsSignals, TrafficOpsLighting, Utility]</p>	715

Construction Estimate	<b><i>nnnnnn-nn-RoadwayConstructionEstimate.xlsm</i></b> <b><i>nnnnnn-nn-StructuresConstructionEstimate.xlsm</i></b> <b><i>nnnnnn-nn-TrafficOpsITSConstructionEstimate.xlsm</i></b> <b><i>nnnnnn-nn-TrafficOpsSignalsConstructionEstimate.xlsm</i></b> <b><i>nnnnnn-nn-TrafficOpsLightingConstructionEstimate.xlsm</i></b> <b><i>nnnnnn-nn-UtilityConstructionEstimate.xlsm</i></b>	<p>Turned in with final submittal for letting.</p> <p>See Roadway Design Guidelines <i>Chapter 1-402.05, Submittal of Construction Estimate for Letting Process</i> for additional information</p>	715
Project Folder	<b><i>nnnnnn-nn-ProjectFolder.pdf</i></b> or <b><i>nnnnnn-nn-ProjectFolder.zip</i></b> <b><i>nnnnnn-nn-ProjectFolder-Addendum.pdf</i></b> or <b><i>nnnnnn-nn-ProjectFolder-Addendum.zip</i></b>	See Roadway Design Guidelines <i>Chapter 1-102.00, Project Folder</i> for required information.	715
Natural Stream Design Plan	<b><i>nnnnnn-nn-NSD.pdf</i></b>	<p>Final sealed plan set submitted by Environmental Division and added to the Environmental FileNet folder.</p> <p>See Roadway Design Guidelines <i>Section 4-139.00, Addition of Natural Stream Design Sheets to Construction Plans</i> for required information.</p>	715
SWPPP	<b><i>nnnnnn-nn-SWPPP.pdf</i></b>	<p>Final signed SWPPP submitted by Environmental Division or Regional Environmental Tech group.</p> <p>See Roadway Design Guidelines <i>Section 4-130.00, Addition of SWPPP Sheets to Construction Plans</i> for required information</p>	715

Utility Plans	<p><b>nnnnnn-nn-Construction-Utility.pdf</b> or <b>nnnnnn-nn-Construction-Utility-Rev-mm-dd-yy.pdf</b></p> <p><b>nnnnnn-nn-UtilityConstruction.zip</b> or <b>nnnnnn-nn-UtilityConstruction-Rev-mm-dd-yy.zip</b></p> <p><b>nnnnnn-nn-UtilityConstructionEstimate.xlsm</b> or <b>nnnnnn-nn-UtilityConstructionEstimate-Rev-mm-dd-yy.xlsm</b></p> <p><b>nnnnnn-nn-UtilitySpecs.pdf</b> or <b>nnnnnn-nn-UtilitySpecs-Rev-mm-dd-yy.pdf</b></p>	<p>See Footnotes. These plans will be the final sealed plan set.</p> <p>Utility Plans revisions, if any, will necessitate another uploaded plan set in entirety. See naming convention for revisions.</p> <p>Utility Plans, CADD, Specifications, and Estimate Files Will Be Loaded onto FileNet by the Utility Section of the R.O.W. Division.</p> <p>See Roadway Design Guidelines <i>Section 4-137.00, Addition of Utility Sheets to Construction Plans</i> for required information</p>	755
Construction Estimate for Letting Revision	<p><b>nnnnnn-nn-RoadwayConstructionEstimate-Rev-mm-dd-yy.xlsm</b></p> <p><b>nnnnnn-nn-StructuresConstructionEstimate-Rev-mm-dd-yy.xlsm</b></p> <p><b>nnnnnn-nn-TrafficOpsITSConstructionEstimate-Rev-mm-dd-yy.xlsm</b></p> <p><b>nnnnnn-nn-TrafficOpsSignalsConstructionEstimate-Rev-mm-dd-yy.xlsm</b></p> <p><b>nnnnnn-nn-TrafficOpsLightingConstructionEstimate-Rev-mm-dd-yy.xlsm</b></p> <p><b>nnnnnn-nn-UtilityConstructionEstimate-Rev-mm-dd-yy.xlsm</b></p>	<p>If a Letting Revision consists of changes, additions, or deletions of quantities, an "Estimate Revision Request" form must be submitted as part of the revision.</p> <p>If a Letting Revision is issued but no quantities were revised the Designer shall state "No Quantities Affected" in the body of the Letting revision email.</p> <p>Estimate revisions are not needed after the project is let to construction.</p> <p>See Roadway Design Guidelines <i>Chapter 1-402.06, Revision of Construction Estimate for Letting Process</i> for additional information.</p>	

<b>Footnotes</b>	<p>The Zip file placed on FileNet includes the following:</p> <ul style="list-style-type: none"><li>• Required Bentley MicroStation files are sheet files (*.sht) that make up a plan set and all reference DGN files to those sheet files including, but not limited to, the *Survey.dgn, *Alignments.dgn, *Proposed.dgn, and *MainlineXSections.dgn files.</li><li>• Required Bentley GEOPAK *.tin files are the existing ground surface and all proposed surfaces for the project.</li></ul> <p>Required Bentley GEOPAK *.gpk file is the project GEOPAK file containing all project geometry including, but not limited to, all existing and proposed alignments, existing and proposed profiles, and proposed R.O.W. and easements. R.O.W. Acquisition Excel file.</p>
------------------	---