

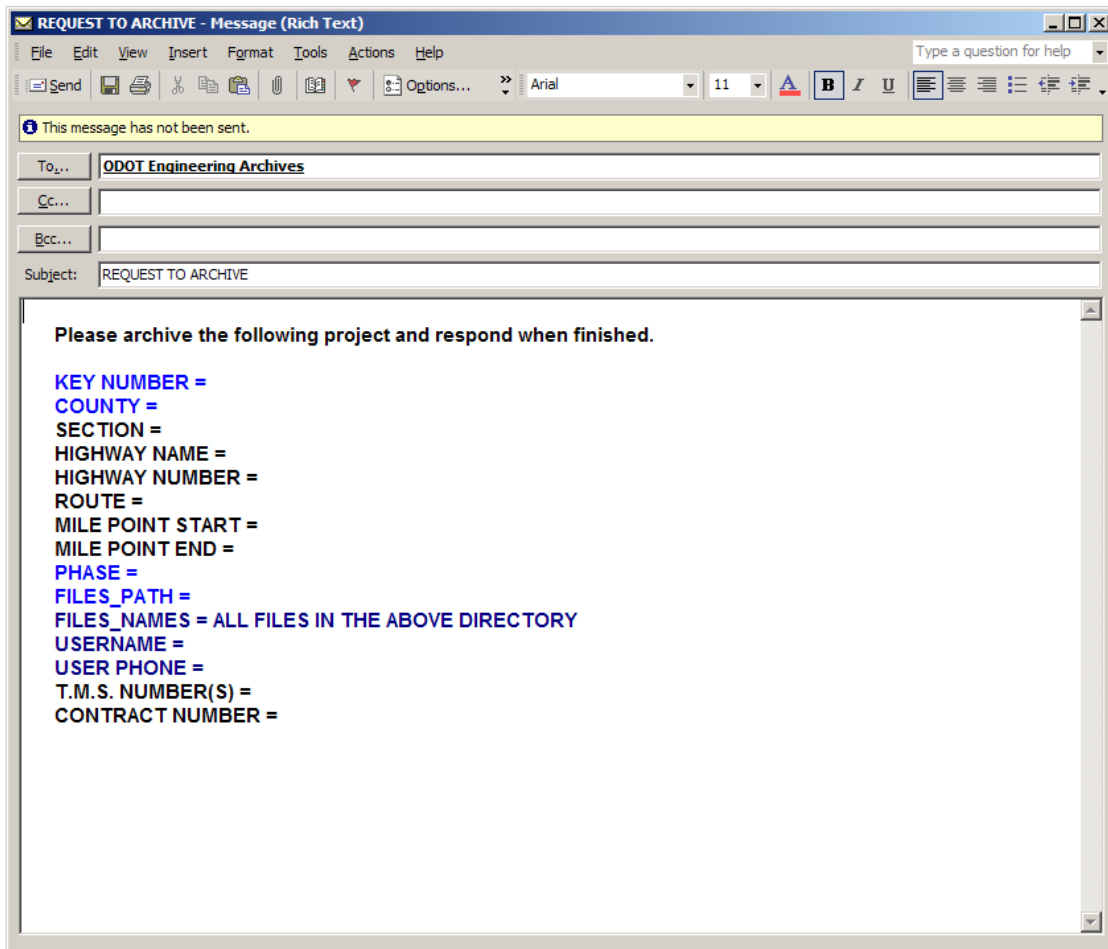
16 Plan Archiving

16.1 ODOT Designers

All CAD files that were used to create contract plan sheets shall be archived after the project has been let. The email below shows the information needed to archive the projects CAD files.

<http://highway.odot.state.or.us/TAD/ISEAST/archives/#archive>

Figure 16-1 | Archive Email - ODOT Designers



16.2 Consultant Designers

All CAD files that were used to create contract plan sheets shall be submitted to TRS on compact disk to be archived after the project has been let.

Figure 16-2 | Drafting Checklist

| DESIGN/DRAFTING CHECKLIST | | |
|---------------------------|---------|------|
| Section: | | MP: |
| Highway: | County: | Key# |
| Designer | EA: | |

- 1 GENERAL DESIGN ELEMENTS
 - Letter at Preliminary to Geo/Hydro Group for Foundations
 - Signal Approval Letter
 - Signal Poles, Pedestrian/Vehicle Pedestals
 - Lane Use Signs
 - Signal Heads
 - Fire Preemption
 - Pedestrian Ramps
 - Crosswalks
 - Controller Location
 - BMC/BMCL Location
 - Conduit layout including junction box placement
 - Loop layout configuration

- 2 LEGEND SHEET
 - Sheet Title
 - Title block information (check roadway plans), file code and drawing number
 - Legend
 - Phase Rotation Diagram
 - Fire Preemption (if room is not available on the Detector plan sheet)
 - Operation Diagram (if room is not available on the Detector plan sheet)

- 3 SIGNAL PLAN
 - Sheet Title
 - Title block information (check roadway plans), file code and drawing number
 - North arrow
 - Lane use arrows and Street Names; crosswalks & stop lines
 - Stationing or scale bar
 - Conduit size (including DC, IC)
 - Wiring
 - Junction box sizes
 - Fire preemption cable and detectors
 - Pole numbers and types
 - Signal head designations
 - Ped. Head designations
 - Head placement dimensions
 - Controller type
 - Signal removal plan
 - See TRS Dwg. For legend
 - All equipment & equipment segments identified with bubbles

- 4 DETECTOR PLAN
 - Sheet Title
 - Title block information (check roadway plans), file code and drawing number
 - Lane use arrows and Street Names; crosswalks & stop lines
 - Stationing or scale bar
 - North arrow
 - Conduit size (including EC, IC)
 - Wiring with phase and number of loop feeder cables
 - Junction box sizes
 - Loop numbers and phasing bubble
 - Wiring Diagram
 - Phase Rotation Diagram
 - Fire Preemption

- 5 POLE ENTRANCE CHART
 - Sheet Title
 - Title block information (check roadway plans), file code and drawing number
 - Pole number and drawing number
 - Pole type and mast arm length
 - Equipment type & location on arm/span
 - Pole equipment angles
 - Orientation Diagrams & Legend

- 6 INTERCONNECT PLAN
 - Sheet Title
 - Title block information (check roadway plans), file code and drawing number
 - Lane use arrows and Street Names
 - Stationing or scale bar
 - North arrow
 - Conduit size (including EC, IC)
 - Wiring with number and size (6-pair, 12-pair) of interconnect cables
 - Junction box sizes