

## Submittal and Approval Process For Bridge Projects

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### *Preliminary Plans Submittal*

The owner, or his consultant, shall submit to State Aid Bridge, Hydraulic Data Sheet, Risk Analysis, Soils Report and 3 sets of Preliminary Plans. Preliminary Plans shall typically contain (at a minimum):

- title sheet
- general plan and elevation showing span lengths, pier and abutment locations, and profile grade information
- bridge cross section showing deck material and railing requirements
- design & material specifications, painting requirements, loading requirements and construction notes
- bridge layout sheet
- survey sheets including hydraulic information and boring logs.

**State Aid Bridge reviews and marks up comments in red and returns 2 sets to the owner for review – 1 set for owner’s files and 1 set for the owner’s consultant. A copy of the transmittal letter is forwarded to: State Bridge Engineer, DSAE, Consultant, SA Bridge file.**

### *Final Plans Submittal*

The owner, or his consultant, shall submit 2 sets of Final Plans and Design Build Specifications to State Aid Bridge. Plans shall typically contain (at a minimum):

- title sheet
- general plan and elevation showing span lengths, pier and abutment locations, and profile grade information
- bridge cross section showing deck material and railing requirements
- design & material specifications, painting requirements, loading requirements and construction notes
- bridge layout sheet
- substructure design
- survey sheets including hydraulic information and boring logs.

An Engineer’s estimate of project should also be submitted.

**State Aid Bridge reviews and marks up comments in red and returns 1 set to the owner’s consultant. A copy of the transmittal letter is forwarded to: Owner, DSAE, SA Bridge file.**



***Tracing Submittal***

The owner, or his consultant, shall submit tracings to District State Aid containing all appropriate signatures – including the owner and his consultant.

State Aid Bridge receives the Tracings from S.A.L.T. or District State Aid, back-checks against the Final plans and gets the signature of the State Bridge Engineer. Tracings are then returned to S.A.L.T. or District State Aid for letting.