

Drawing Submittal Requirements:

As of 03/08/2016

□ CADD drawings and data are required to use the US Survey Foot unit of measure. This includes but is not limited to XML, DXF, DGN, and ASCII Point files. Download and install XML Notepad to check for US Survey Foot unit when using LandXML files.

<http://www.microsoft.com/en-us/download/details.aspx?id=7973>

□ CADD drawings are to be developed using E&PM CAD Standards. Consultants.zip contains software setup instructions, CAD resource files, and project folders. CAD Standards Update.pdf contains a list of new improvements and revisions.

□ CADD drawings must be submitted in AutoCAD Version Release 2010 or greater in a .dwg file format and use the following naming convention. Civil 3D 2013 or greater is preferred.

- *Civil 3D file submittals:* "Project description_C3DVersion"
- *Land Desktop file submittals:* "Project description_LDDVersion"
- *AutoCAD file submittals:* "Project description_AutoCADVersion"

□ Final CADD drawings must be submitted in the provided Drawing folder located in the City's Project Directory Structure.

□ All drawings plans should be developed in a full-scale format in model space and plotted using paper space.

□ External files such as XREFS should be included in the External References folder and submitted along with final plans. Drawing XREFS are only allowed with the sheet files that have the model XREF'd to them.

□ Civil 3D Data Shortcuts are to be created in the _Shortcuts folder located in the Drawings directory.

□ Requirements for Microstation users:

- Translate Microstation levels to City layer standards
- Combine Microstation reference files to one AutoCAD dwg file
- Translate project data; this includes points, surfaces, alignments, profiles, and cross-sections.

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- **Apply time and date stamps on plans.**
- **The Engineer will not be required to seal electronic files.**
- **In addition to the digital files, the Engineer shall prepare the final design plans in ink on double matte mylar sheets.**
- **Drawing file submittals are required for 70% plans and 100% plans. The preferred method of digital delivery is via the approved City FTP. Contact the City Project Manager once you are ready to upload your AutoCAD drawing files.**
- **Due to an error detected in the calculations results from Hydraflow; all Hydraflow usage for City projects shall be performed in Civil 3D 2016 SP2 or higher.**