

DESIGN MEMORANDUM NO. 18B-05

TO: Chief District Engineers  
Design Engineers  
Active Consultants

FROM: David Kratt, Director  
Division of Highway Design



DATE: January 16, 2007

SUBJECT: Supplemental Electronic Project Files

A meeting recently took place between Highway Design and representatives of the Kentucky Association of Highway Contractors' (KAHC) Grading Committee. This meeting was held to discuss the electronic project files that are being delivered to the contractors through the bidding and letting process.

The main request of the KAHC Grading Committee was that the contractors be allowed access to all available electronic project files before the letting. Previously the "Supplemental Pre-Bid" information was made available for use during the bid process, and "Supplemental Post-Bid" information was given only to the awarded contractor.

Beginning with the March 2007 letting, all supplemental electronic project files will be made available to the contractors before the letting. The contractors will have to sign a disclaimer before they get the electronic data. The Department is making these files available to contractors and assumes no responsibility for their accuracy.

Attached is a table that documents the desired supplemental electronic project files to be delivered. Also attached is a copy of the Electronic Files Submittal Checklist, which has been updated to reflect the new policy. An electronic copy of this checklist may be found at <http://transportation.ky.gov/CADDstandards/>. This checklist is to be completed for every project and submitted along with the completed final plans submittal form.

Designers are reminded to convert the engineering data files so that the contractors can use this data. The engineering data files must be translated to LandXML data files. LandXML is a non-proprietary data standard format for civil engineering and survey data used in the Land Development and Transportation Industries. (Go to [LandXML.org](http://LandXML.org) for more information on the LandXML Schema.) A translator in InRoads v8.5 and higher will export surface and alignment data to LandXML files. NOTE: The designer must include InRoads' features & exclude triangles when creating the existing model and/or the proposed roadway model in the LandXML Schema.

Any questions regarding this memorandum should be directed to this office.

DEK: JDJ:CW  
Attachments:  
Supplemental Files Table  
Electronic Files Submittal Checklist

## Supplemental Files

Supplemental Information	File Format(s)	File Name(s)	Notes
Mapping files (3D)	MicroStation .DGN	exmanu.dgn	Include complete original mapping (existing manuscript) delivered from the aerial survey data or ground collected data.
Existing Ground Digital Terrain Data	InRoads .DTM and .XML in the LandXML Schema	exground.dtm and exground.xml	The existing digital terrain data of the project area.
Coordinate Control Data	ASCII	coordata.asc	Include all primary and supplemental coordinate control information (including right of way monumentation) in the following form: Point Number, Northing, Easting, Elevation, Description NOTE: Elevation is not needed on right of way monumentation points.
Alignment Geometry	InRoads .ALG and .XML in the LandXML Schema	geometry.alg and geometry.xml	These files will contain all centerline horizontal and vertical alignments for the project. Name the alignments the appropriate route number or name.
InRoads' Superelevation Report	Report in .XML in the LandXML Schema	super.xml	Data file will contain information about the superelevation.
Earthwork Calculations Spreadsheet ( If available)	Report in Excel or other recognizable Spreadsheet	earthwrk.xls	Some Designers use spreadsheets to calculate earthwork information. Please include this file, if available.
Proposed Roadway Model (including InRoads' Features) & Design Information	InRoads .DTM, .TML, & .RWL files and the Proposed Roadway Model in the LandXML Schema	roadmod.dtm, typicals.tml, roadlib.rwl  and roadmod.xml (Include InRoads' Features & exclude triangles in roadmod.xml.)	The proposed digital roadway model and design data is for informational purposes only. This proposed roadway model will likely be inaccurate and/or incomplete. This data is "User: Beware." The designer must include InRoads' features & exclude triangles when creating the Proposed Roadway Model in the LandXML Schema.
Proposed Manuscript (3D information showing the roadway design)	MicroStation .DGN	propmanu3d.dgn	Include existing contours, existing planimetrics, proposed features, and control points. Data should be at proposed coordinates & elevations. This data is "User: Beware." NOTE: If roadway was designed by "sheet" method instead of manuscript, reference all sheets into one DGN file and save as "propmanu3d.dgn"

**NOTE: LandXML is a non-proprietary data standard format for civil engineering and survey data used in the Land Development and Transportation Industries. A Translator in InRoads v8.5 and higher will export surface and alignment data to LandXML files. Go to LandXML.org for more information on the LandXML Schema.**

**KENTUCKY TRANSPORTATION CABINET**  
**Department of Highways**  
**Division of Highway Design**

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**Electronic Files Submitted with Final Contract Plans**

Project Item Number:

Project Manager:

**Contract Plan Set Directory**

Index of E-Sheets Yes  No

E-Sheets Yes  No

**Miscellaneous Directory**

Submittal Form Yes  No

Design Executive Summaries (DES) Yes  No

Environmental Check List Yes  No

Transport Estimator Final Estimate(.XML) Yes  No

Project construction schedule Yes  No

Permit/water quality certification Yes  No

Final production-hour worksheet Yes  No

Other

**Proposal Directory**

CAP Report Yes  No

Utility impact notes Yes  No

Special provisions for protection of railroad interest Yes  No

Project specific special notes or specifications Yes  No

Other

Supplemental Files Directory	Project Number	
Mapping files (3D)	Yes <input type="radio"/>	No <input type="radio"/>
Existing Ground Digital Terrain Data (InRoads' DTM Format)	Yes <input type="radio"/>	No <input type="radio"/>
Existing Ground Digital Terrain Data (.XML in Land XML Schema)	Yes <input type="radio"/>	No <input type="radio"/>
Coordinate Control Data	Yes <input type="radio"/>	No <input type="radio"/>
Alignment Geometry (InRoads .ALG Format)	Yes <input type="radio"/>	No <input type="radio"/>
Alignment Geometry (.XML in the LandXML Schema)	Yes <input type="radio"/>	No <input type="radio"/>
InRoads' superelevation report (.XML in the LandXML Schema)	Yes <input type="radio"/>	No <input type="radio"/>
Earthwork calculations spreadsheet	Yes <input type="radio"/>	No <input type="radio"/>
Proposed Roadway & Design Information	Yes <input type="radio"/>	No <input type="radio"/>
Proposed Model (InRoads .DTM Format)	Yes <input type="radio"/>	No <input type="radio"/>
Proposed Model (.XML in LandXML Schema)	Yes <input type="radio"/>	No <input type="radio"/>
Template Library (Inroads .TML Format)	Yes <input type="radio"/>	No <input type="radio"/>
Roadway Library (InRoads .RWL Format)	Yes <input type="radio"/>	No <input type="radio"/>
Proposed Manuscript (3D)	Yes <input type="radio"/>	No <input type="radio"/>
Other <div style="border: 1px solid black; height: 100px; width: 100%;"></div>		

To obtain the available electronic project files, the Contractor should mark the CD/DVD column on the plans' order form. (The order forms are found on the letting webpage from the Division of Construction Procurement). The Contractor must also sign the order form acknowledging the following disclaimer:

It is hereby understood and agreed to that all electronic project files given to the Contractor are for information purposes only. The Department is making these files available to Contractors and assumes no responsibility for their accuracy. These files are not a part of the Plans and Specifications or Contract for this project. Per 102.06 of the *Standard Specifications for Road and Bridge Construction*, prospective bidders should examine the site of the proposed work, the Bid Proposal, Plans, specifications, and contract forms, before submitting the Bid Proposal. In the case of a discrepancy between the information contained on the disk and the proposed site, site conditions control. The Department considers the submission of a Bid Proposal prima facie evidence that the bidder has made such examination and is satisfied as to the conditions to be encountered in performing the work and as to the requirements of the Contract. It is understood and agreed to by the Contractor that he shall indemnify and save harmless the Commonwealth, the Department, and all its officers, agents and employees from all suits, actions or claims of any character brought on by any inaccuracies or discrepancies between the information contained upon the disk and the official contract documents.