



<b>Project</b>	
<b>Designer</b>	
	<b>Date</b>

Req'd	Rec'd	<b>SURVEY DELIVERABLES</b>	(ref. latest version of Ministry General Survey Guide)
		Survey data supplied as per the Civil 3D Terms of Reference	<i>Include control points defined by point identifier, northing, easting, elevation &amp; feature. Define elevation datum.</i>
		Survey data reduced electronically in ASCII file format	
		All legal plans used to define rights-of-way and property lines (in TIFF format if available)	
		All underground utility plans and other drawings used	
		All drawings meeting standards and contents specified in the General Survey Guide (Section 7)	
		Quality management documentation	

Req'd	Rec'd	<b>DESIGN DELIVERABLES</b>	% Submission
		Right-of-Way Acquisition Plans	
		Geotechnical Summary Report detailing additional geotechnical investigations recommended	
		Drainage and Grading Distribution Report	
		Electrical Design Folder	<i>Ref. Electrical &amp; Traffic Engineering Manual, Sec. 202.7. Check with Sr. Electrical &amp; Video Systems Engineer for requirements.</i>
		Traffic Design Folder	<i>Ref. Electrical &amp; Traffic Engineering Manual, Sec. 202.8. Check with Sr. Traffic Operations Engineer/Regional Traffic Engineer for requirements.</i>
		Environmental Reports	
		Environmental Regulatory Approval Submission Drawing Set	
		Design Drawings – PDF files and DWG files and Hardcopies (half size – 11x17 and full size – 22x34)	
		Half size hardcopies and PDF files of cross sections and other reference drawings	
		Civil 3D Project Data Archive	
		Special Provisions and Appendices - MS Word Document	
		Engineer's Estimate on H0088 form (Approximate Quantities and Unit Prices)	
		Highway Design Folder containing the following:	
		Signed and sealed Project Design Criteria document	
		Civil 3D Design Data Compliance Checklist	
		Completed and signed Project Archive Deliverables Table	<i>Ref. Section 1280.11.03, BC Supplement to TAC</i>
		Quantity Sheets	<i>Show calculations for "most probable" approximate quantities, cross referenced to H0088</i>
		Evidence of a QC & QA plan	
		Pertinent project correspondence including minutes of meetings in chronological order	
		Project photos, preferably in colour	
		Final Design Report	<i>Briefly itemize outstanding issues and highlighting items of particular importance for Field Services, e.g. utility issues, environmental concerns, construction staging considerations, etc.</i>

Req'd	Rec'd	<b>TENDER PACKAGE DELIVERABLES</b>	use formats ref'd in <a href="#">Ministry Tender &amp; Contract Documentation</a>
		Schedule T3 – Contract Specific Reference Documents	<i>List all reference documents</i>
		Schedule 1 – Supplemental General Conditions	
		Schedule 3 – Special Provisions and Appendices	<i>Submit an MS Word document with a Table of Contents &amp; Sign Records (if applicable)</i>
		Schedule 4 – Drawings: List all contract drawings including revision letter	<i>Do not list contract specific reference documents, e.g. cross sections</i>
		Schedule 5 – Time Schedule	
		Schedule 6 – Insurance Specifications	
		Schedule 7 – H0088 – Total Tender and Associated Ministry Cost Estimate	
		Contract Specific Reference Documents	<i>Cross sections, construction tender data package, geotechnical reports, etc.</i>
		Full size signed and sealed contract drawings	