



Date: April 28, 2021

Reference: 302743

To: Ministry Field Services
Ministry Project Management Services
Ministry Highway Design and Geomatics Engineering
Ministry Structural Engineering
Ministry Procurement, Contracts and Risk Management Services
All Civil 3D Users, Highway Design and Construction Projects

Re: Highway Construction Projects – Civil 3D Construction Tender Data Package

Background:

In support of improving Ministry construction services, *BC Supplement to TAC Chapters 100 and 1200* have been updated to include new requirements for Civil 3D design submissions.

Several checklists including the *Quality Management Record*, *Project Deliverables* and *Design Data Compliance* checklists have also been updated. These checklists assist designers in complying with deliverables requirements.

Deliverables Updates:

All projects should include the new Civil 3D Construction Tender Data Package deliverables unless advised otherwise by Ministry Field Services.

Projects should now include a 90% Detailed Design Submission of the Project Data Archive to Ministry Field Services for a data compliance review.

Removal of sensitive data from publicly available documents is addressed by a new section in Chapter 100.

For bridge or structural projects that have some highway work on the approaches, the decision whether to include these deliverables will be made by the Ministry Bridge project lead in consultation with the Ministry Highway Design lead.

The following sections of chapters 100 and 1200 have been updated as they relate to the new deliverables. The updated documents and three updated checklists are available at the links in the References section below.

- | | | | |
|----|---------------|-----------------|---|
| 1. | Ch 100 | Sect 100.3.5 | Detailed Design Submission |
| 2. | Ch 100 | Sect 100.4.6 | Sensitive Information (new section) |
| 3. | Ch 100 | Sect 100.5.5.12 | Deliverables |
| 4. | Ch 100 | Sect 100.8.1 | During Tender |
| 5. | Ch 1200 (ToR) | Sect 1280.11 | Project Data Management, Archiving, Handoff |

Civil 3D Construction Tender Data Package

April 28, 2021

Page 2

References:

- BC Supplement to TAC Website - Chapter 100 Highway Design Process
 - www.gov.bc.ca/gov/content?id=30E7C41CEA374DCAB2653CEA6359248B
- Civil 3D Resources Website - Terms of Reference and Technical Package
 - www.gov.bc.ca/gov/content?id=7227F9FD255C484FBF36932271E884F7

Retrieve Website: tranbc-c3d.retrieve.com

This customized Retrieve website provides Civil 3D training and Terms of Reference support for both Ministry employees and Consultants with a library of video guides, supporting documents and forums.

- Consultant registration access to Retrieve
See the Civil 3D Training Information PDF at the Civil 3D Resources website:
www.gov.bc.ca/gov/content?id=7227F9FD255C484FBF36932271E884F7
- Ministry employee registration access to Retrieve
trannet/doing-business/engineering/highway-design-geomatics/eng-software

Contact:

Greg Toews
Engineering Technical Support
Highway Design Engineering
Email: Greg.Toews@gov.bc.ca
Phone: (236) 478-1437

Sincerely,



Faisal Siddiqui,
A/ Director Highway Design and Geomatics