

Presented by: Isaac Canez Project Resource Office



Topics:



- Record Drawings (PKA As-Builts)
- ROAD Portal





<u>Record Drawings</u>

ROAD Portal

Are a full set of As-Bid engineering plans that show all of the field changes that occurred during construction.



PROJECT DELIVERY ACADEMY Record Drawings



"We're not that well organized, but we know where everybody is."







Record Drawings

Created a web page to pull all of the record drawing resources to one location.

Record Drawing Guidelines	5		Common Mistakes in Preparing Record Drawings In an effort to streamline the submittal and review of record drawings, below are the common mistakes we are si drawings are submitted to the Project Resource Office (PRO). Please contact our office if there are any questions about something.	
This page was developed to guide ADOT stakeholders in the research and development of Record Drawings.	Contact Information		-	
The links and information below will provide users with	Record drawing submittals or questions		Quality of the final submittal	+
information and guidance on ADOT's record drawings procedures and answer questions related to Record Drawing	Email: Record Drawings		Submittal not a PDF/A document	+
development.	Phone: 602.712.7015		Submittal not being reviewed by the RE (Construction Administrator)	+
Frequently Asked Questions			Projects with guardrail and barrier summary sheets	+
What are Record Drawings?		+	Submittals that have a SWPPP sheet	+
when the second allowed		+	Updates will be posted whenever they become available. It is your responsibility to check back to make sure you file.	have the current
Why do we need them?			All Record Drawing submittals must be submitted to <u>Record Drawings</u> and include: Record Drawings submitted as a PDF/A with a file size of less than 100 MB	
			A completed <u>Record Drawing Project Submittal Form</u> Revised June 2019	
Where can I find Record Drawings for a parti	cular project?	+	All CADD files (dgn, dtm, alg, reference, sheet files, etc.) from all disciplines in a Zip file(s) less than 100 MB	
			<u>Record Drawing Guidelines</u> - Revised February 2021 <u>Record Drawing Example Plan Set</u> - Revised April 2019	
			Record Drawing Process Flowchart	
How do I prepare Record Drawings for ADOT	?	+	<u>Record Drawing Project Submittal Form</u> - Revised June 2019	
			Instructions for Record Drawing Project Submittal Form in Docusign Record Drawing Preparation Estimate	
			<u>Repository of Online Archived Documents (ROAD)</u>	
How do I submit Record Drawings to ADOT?		+	Instructions on using the ROAD portal	
			Additional Resources	
			Certification Acceptance (CA) Agency Record Drawing Documentation Form	
What is a PDF/A and how do I prepare PDF/A	A's for submittal to ADOT?	+	No Plans Document - Revised February 2021	
			Record Drawing Inventory Transmittal Form Arizona Revised Statues ARS 32-152	
			 Memorandum replacing the terms "as-built drawing and/or "as-build drawing" to "Record Drawings" 	
What is a "Quantlist" and why is there no m	are Quantilist for Field Red Lines?	-	Construction Bulletin 09-04: Field Red-line Drawings/As-Built Plans	
What is a "Quantlist" and why is there no m	ore Quantitist for Field Red-Lines?		Dictionary of Standardized Work Tasks ADOT Project Resource Office	

Record Drawings



Located on the Project Resource Office Internet web site at:

https://azdot.gov/business/project-management-services/project-resource-office/record-drawing-guidelines



Project Resource Office

Overall, the Project Resource Office (PRO) is cooperatively responsible for information management regarding the program's scheduling, resources and budget. This section coordinates with project teams to create critical path schedules for programmed projects. PRO collects, updates and reports on project data and scheduling information (e.g., advertisement dates, project cost, milestone dates, etc.). It is this section's job to monitor project scope and budget changes and to schedule data. Its responsibility to report to management teams the status of projects is essential to proper planning and maintenance of projects in predesign, design and construction phases.

Contact Us

ADOT Engineering Building 205 S. 17th Ave. Phoenix, AZ 85007 Phone: 602.712.7015





PROJECT DELIVERY ACADEMY Record Drawings

How are Record Drawings submitted?

Record Drawings can be submitted several different ways.
 ADOT ShareFile – Consultant FTP – Email

NOTE: Record Drawings must be submitted as a complete set of Record Drawings. We <u>do not</u> accept partial record drawing submittals.

RecordDrawings@azdot.gov

(We no longer require CD's and a hard copy of the plans!)



PROJECT DELIVERY ACADEMY Record Drawings

A *Record Drawing Project Submittal Form* is required with all submittals.

The forms are available on the Record Drawings web page.



	RECORD DRAWING PROJECT SUBMITTAL FORM ARIZONA DEPARTMENT OF TRANSPORTATION Project Resource Office	
	This Record Drawing Project Submittal Form must be completed and submitted with all projects as part of the record drawings submittal process to ADOT.	
	Record Drawings shall be submitted electronically to: <u>RecordDrawings@azdot.gov</u>	
Project Info	SUBMITTAL DATE:	ΙΡι
	PROJECT NUMBER: TRACS NUMBER:	
	ROUTE: COUNTY: MILEPOST:	
	PROJECT DESCRIPTION:	
	BELOW IS A CHECKLIST OF ITEMS THAT NEED TO BE ADDRESSED AS PART OF THE RECORD DRAWING SUBMITTAL PROCESS	
	□ Are the Record Drawings being submitted as PDF/A?	
	□ Were there any Addendums on this project?	
	 No. Yes, the addendums are included in the Record Drawings. 	
	□ Are all of the field red-lines shown on the plans, clouded and shown in red?	
	□ Were there any Change Orders or Supplemental Agreements on this project that changed the plans? □ No. □ Yes, please list the Change Order(s) and sheet number (i.e. CO-4, sht. 25 of 185):	
	res, please na me change of del(s) and sheet number (i.e. co++, and 25 of 105)	
Check List	Are the Change Orders identified and the Change Order number shown at the top right of the drawing in red, and the Change Order identified on the drawing by clouding and a triangle number?	
	Has all of the information that the Contractor is required to provide been shown in red on the record drawings? (i.e. record drawing information for electrical items, pull box locations, etc.)	
	□ Is the information in the "record drawing block" on the face sheet completed and show in red? □ Are the Construction Administrator's name and date and the Record Drawing Designer's name and date shown in red?	
	□ Are the Construction Administrator and Record Drawing Designer designated as a PE?	
	Do all of the drawings have the PE stamp and signature?	
	□ Are the Record Drawing page numbers and dates shown on each sheet in red?	
	\Box Is the file size of each PDF/A file below < 100 MB?	
RE Signature	□ Is the PDF/A file unlocked and not password protected?	
	□ Are the file names correct? (i.e. H123401C_vol1(pgs1to184of184)RecDwgs.pdf)	
	RECORD DRAWING CERTIFICATION THEARBY CERTIFY THAT THESE RECORD DRAWINGS WERE MADE UNDER MY SUPERVISION OR AS NOTED AND ARE CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF.	
	Construction Administrator (RE) Registration Number Expiration Date (Signature Required) Registered Professional Engineer Rev. 8/2017	

Record Drawing Project Submittal Form

ADOT

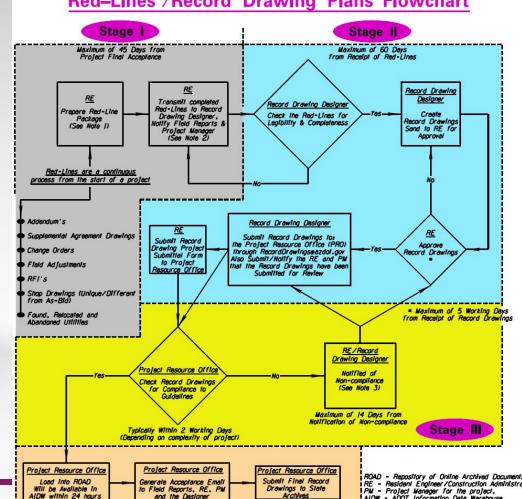
PROJECT DELIVERY ACADEMY Record Drawings

FLOWCHART

Red-Lines / Record Drawing Plans Flowchart



Red-Lines / Record Drawing Plans Flowchart



Stage IV

Typically Within 1 - 2 Working Days

(Depending on complexity of project)



ROAD - Repository of Online Archived Documents. RE - Resident Engineer/Construction Administrator. PW - Project Manager for the project. AIDW - ADDT information Data Warehouse.

Rev. 10/2017



PROJECT DELIVERY ACADEMY Record Drawings

Questions on Record Drawings?

Contact Info: <u>RecordDrawings@azdot.gov</u>



- Record Drawings
- <u>ROAD Portal</u>



Riad Repository of Online Archived Documents



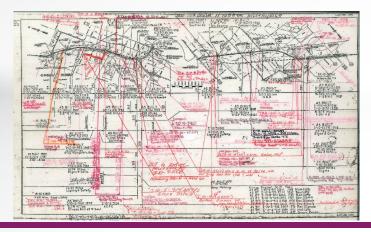


Engineering Records





- ~ 9,500+ project files
- ~ The number of files in Engineering Records was exceeding our storage capabilities
- ~ ADOT started receiving plans as PDF documents







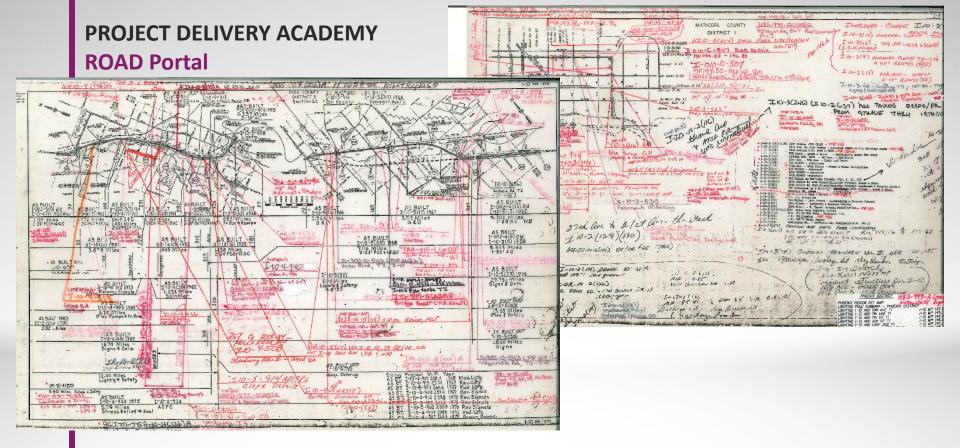
~ All of the project files in Engineering Records were scanned to PDF

~ The scanned documents were uploaded to the ROAD portal and made available to everyone

~ During our QC process we are finding that around 3% of the files either were not scanned or were not uploaded (we are working to get these uploaded)







Strip Maps from Engineering Records (I-10 Phoenix)





Project Resource Office

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Contact Us

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ARIZONA

MVD Services	News	Careers	Resources
	ADOT Blog	Current Job Opportunities	Civil Rights
	News Releases	Employee Benefits	
	Arizona Highways Magazine		
			Report Fraud
			Law Enforceme Resources / Až
			Report/Trainin

Link to the ROAD portal

Located on the ADOT web page: <u>www.road.azdot.gov</u>



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ADOT Terms of Use

ADOT

Although the data found using the Arizona Department of Transportation Record Drawings access system has been produced and processed from sources believed to be reliable, no warranty expressed or implied is made regarding accuracy, adequacy, completeness, legality, reliability or usefulness of any information. This disclaimer applies to both isolated and aggregate uses of the information. The Arizona Department of Transportation provides this information on an "AS IS" basis. All warranties of any kind, express or implied, including but not limited to the implied warranties of merchantability, fitness for a particular purpose, freedom from contamination by computer viruses and non-infringement of proprietary rights are disclaimed. Changes may be periodically added to the information herein; these changes may or may not be incorporated in any new version of the publication. If the user has obtained information form a source other than the Arizona Department of Transportation Record Drawing website, the user must be aware that electronic data can be altered subsequent to original distribution. Data can also quickly become out-of-date. It is recommended that the user pay careful attention to the contents of any metadata associated with a file, and that the originator of the data or information be contacted with any questions regarding appropriate use. If the user for source of the user to report them to the Arizona Department of Transportation Project Resource Office using the contact information that is available under Contact Us.

The accompanying CADD files are supplied as a matter of courtesy and are in no way to be taken as appurtenant to, associated with or as a replacement of copies of the officially sealed documents. CADD files that are made available are not considered to be the final project documents. The files may not be updated and should not be relied upon for complete accuracy. The user should do his or her own research to make a determination of accuracy. The data contained in these CADD files was used to prepare and represent the final as-bid plans. ADOT signed and sealed documents shall be deemed to be correct and superior to these electronic files. Any request for ADOT records is submitted through ADOT public records form located at: www.azdot.gov/media.

Any user of the Arizona Department of Transportation Record Drawings data portal agrees to all of the above disclaimers and waives all claims against, and shall defend and hold harmless, the Arizona Department of Transportation, its agents, appointees, elected officials, and employees with regard to any claims or other issues or matters related to the use or the contents obtained from the data portal.

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Public Engineering Records Search

Record Drawings Portal is designed for easy manageability and accessibility of the ADOT Record Drawings. The Project Resource Office (PRO) manages the information available on this site.

The Project Resource Office (PRO) for Development solidifies the final record drawing process. Record drawings demonstrate how the contractor built the project and what changes were made during the construction process. Record drawings are based on the original as bid plans, with field observations, design changes, and red line corrections transcribed onto the final record drawing. Record drawings are approved and finalized by the Resident Engineer, Project Design Engineer, ADOT Construction Group, Field Reports, and appropriate district office. PRO receives the final fiel with the Arizona Information Data Warehouse, ADOT Engineering Records, and ADOT Field Reports.

PRO is cooperatively responsible for the information management regarding scheduling, resources, and budget. PRO coordinates with project management teams to create schedules for underway construction projects. PRO collects, updates, and reports on project data and scheduling information such as advertisement dates, project cost, and milestone dates.

Frequently Asked Questions

What projects can I find in the ROAD Portal?

State and Local Projects Administered by ADOT will be in the ROAD Portal. Please be advised that not all Local Projects are administered by ADOT, please contact the Local Entity directly if unable to locate a Record Drawing.

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Where can I locate Right of Way plans and surveys?

The following link is where you can find the Right of Way plans and surveys for interstate highways, state routes and U.S highways. Click to visit.

What do I do if I cannot find what I am looking for, or the document is not correct?

Please contact the PRO Office at 602.712.7015 or recorddrawings@azdot.gov.

What is a project / Tracs number?

The project numbers are utilized by ADOT to give each project a unique identifier. Ex: H798601C

What is a federal number?

The federal number is a unique identifier that signifies the route, milepost or in our historical projects the station and section. Ex: I-8-1(70) or TEA-S95-A(201)T

What does Areawide Selection Mean?

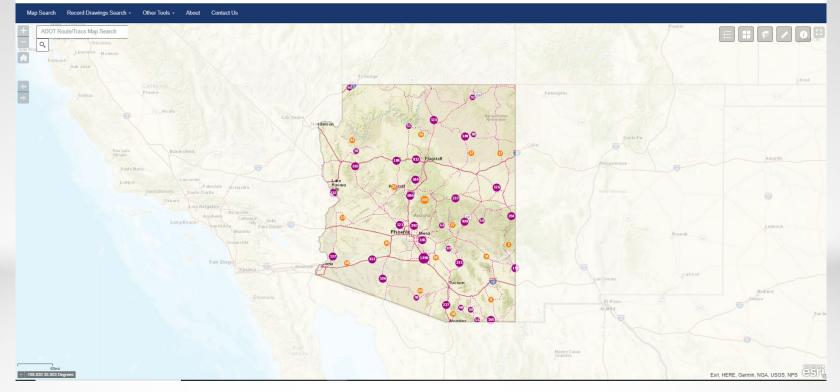
Some projects touch multiple routes, interstates or locations and such will have a 999 for Statewide, 888 for MAG Region and 777 for PAG region.

Are there instructions available on using the ROAD portal? A Road portal instructional video is located at here.



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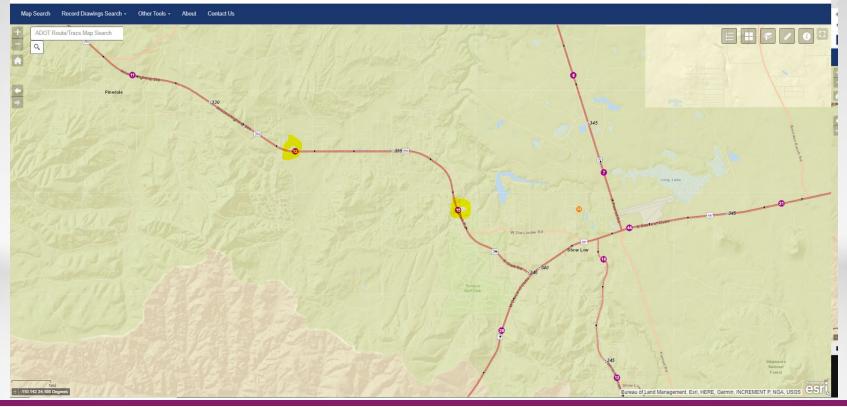
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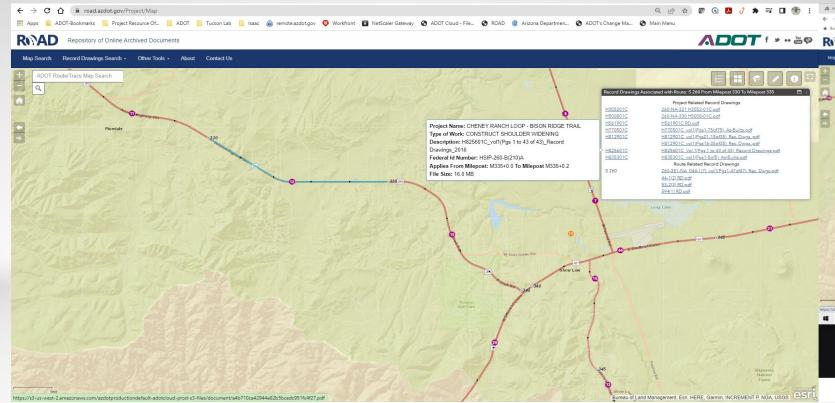


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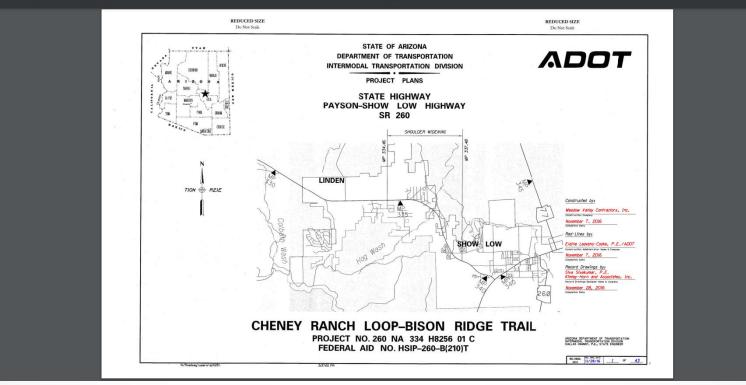




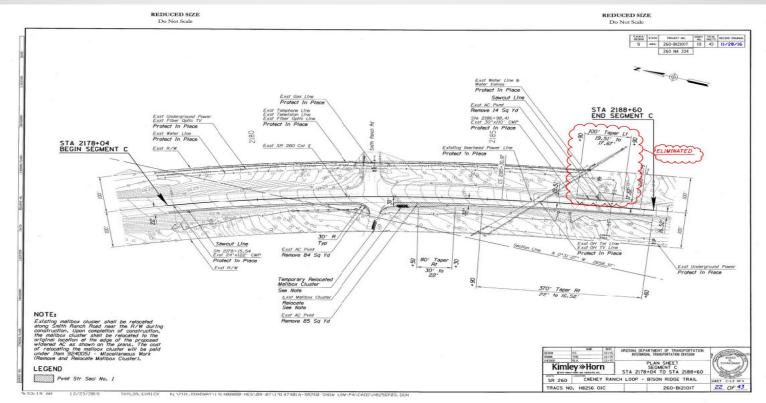
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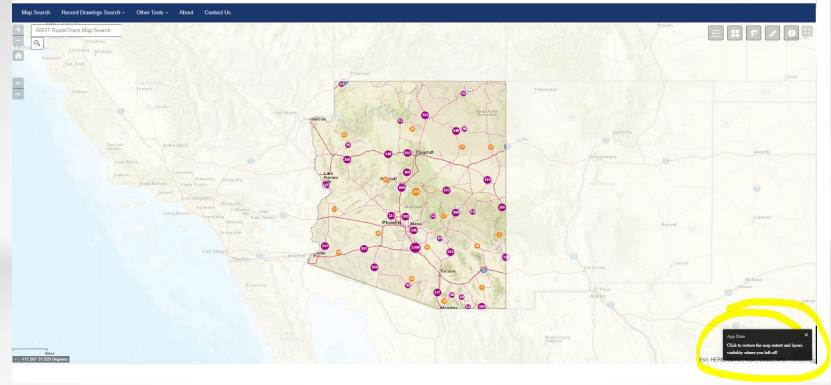




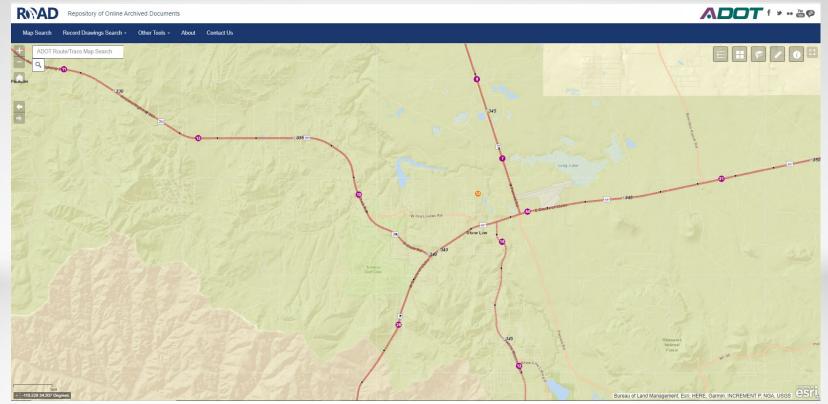


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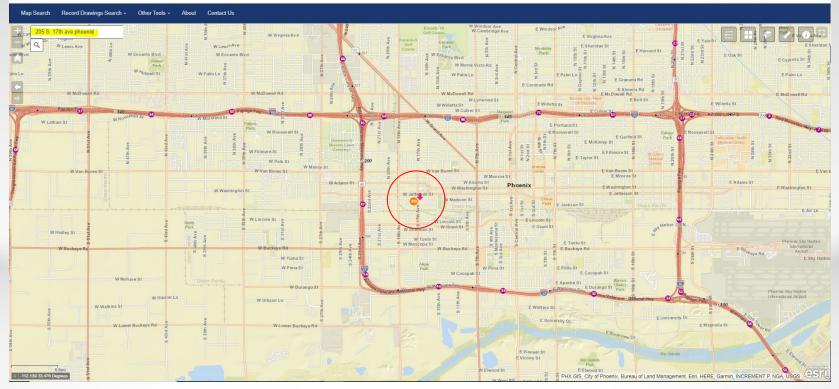






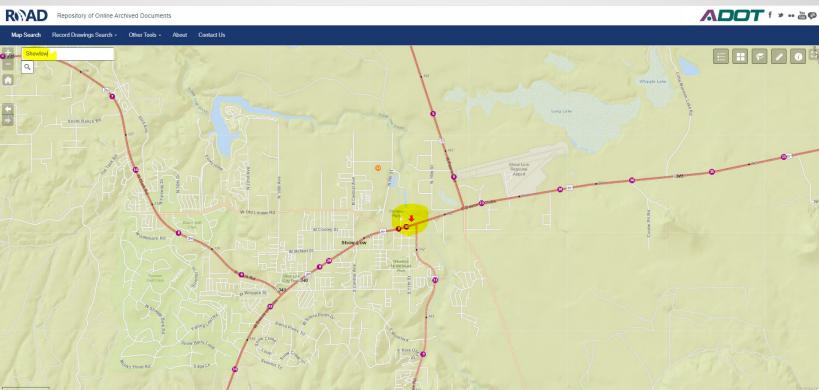
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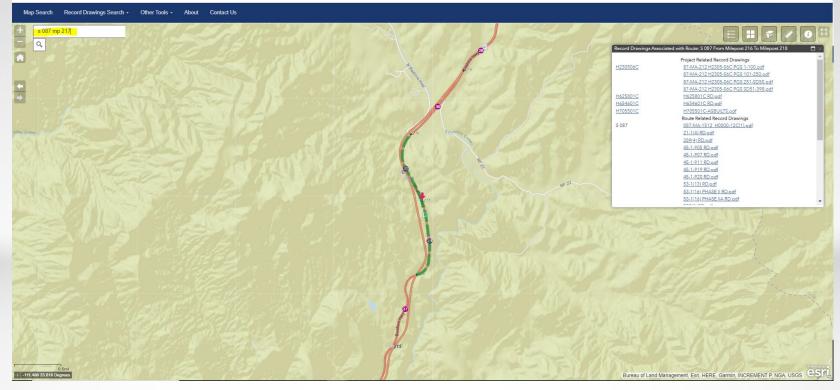


Bureau of Land Management, Esri, HERE, Garmin, INCREMENT P, NGA, USGS



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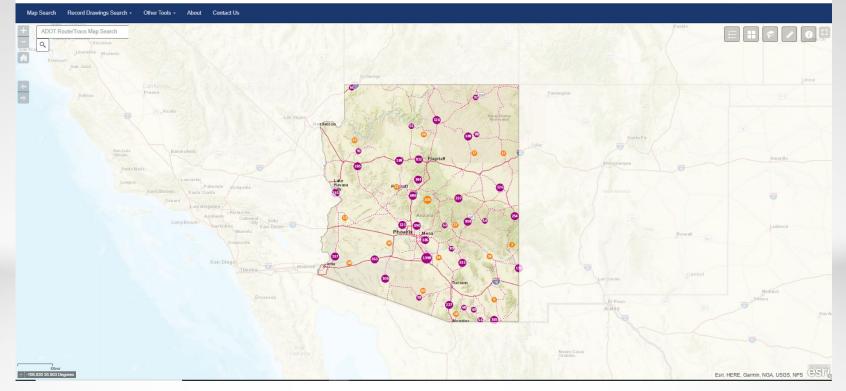
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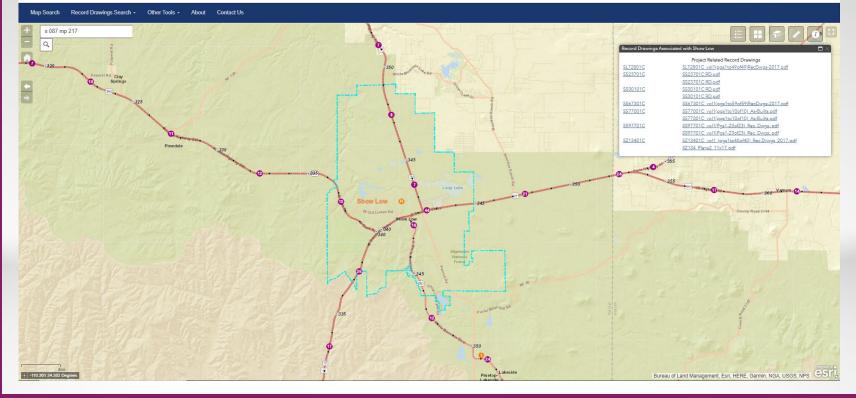
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I 008 at MP 21.40	1980	8-1(75) RD LIGURTA - DATELAND ("008-1" Yuma-Casa Grande Hwy.) "I-8" "1980"	
I 008 at MP 68.60	1964	8-1(10) RD DATELAND - AZTEC ("008-1" Yuma-Casa Grande Hwy.) "I-8" "1964"	
I 008 at MP 53.30	1978	8-1(54) RD MOHAWK - DATELAND ("008-1" Yuma-Casa Grande Hwy.) "I-8" "1978"	
I 008 at MP 59.40	1964	8-1(13) RD KIM - DATELAND ("008-1" Yuma-Casa Grande Hwy.)"I-8" "1964"	
I 008 at MP 65.90	1978	8-1(70) RD DATELAND - MARICOPA COUNTY LINE ("008-1" Yuma-Casa Grande Hwy) "I-	8" "1978"



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900(8) RD

GILA RIVER BRIDGE (3) LOCATIONS "1980" CORK-EDEN ?

GILA RIVER BRIDGE (3) LOCATIONS "1980" CORK-EDEN 2

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Our True North: Safely Home

Katie Hobbs, Governor Jennifer Toth, Director Gregory Byres, Deputy Director/State Engineer Steve Boschen, Division Director

NOTIFICATION

This record drawing has been designated as critical infrastructure and protected by the critical infrastructure act of 2002 (6 USC 673) and therefore confidential and exempt from disclosure.

Pursuant to ARS 41-1801 to 41-1803(G), ADOT may not disclose this critical infrastructure record drawing to the public.

Thank you.

For ADOT public records, please submit requests at: <u>https://www.azdot.gov/media</u>. ADOT Office of Risk Management responds to public record requests in compliance with ARS 39-121.



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I 008 at MP 0.00	008-9(2)	1975	Critical Infrastructure Letter-2023 I-8-9(2), I-8 near Winterhaven CA, from 0.3 miles west to 0.5 miles east of the California - Arizona State Line, Critical Structure - 1975
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I 008 at MP 0.00		1986	8-1(83) RD YUMA BRIDGE ("008-1" Yuma-Casa Grande Hwy.) "I-8" "1986"
I 008 at MP 0.00		1982	950-2-902 RD



Riad Repository of Online Archived Documents

https://road.azdot.gov/



Questions on the ROAD Portal?

Contact Info: <u>RecordDrawings@azdot.gov</u>

Presented by:

Isaac Canez Transportation Engineering Specialist

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