
ARIZONA DEPARTMENT OF
TRANSPORTATION
As-Built Policy
and Preparation

Presented by: Giuly P. Caceres
ADOT Project Management

AGENDA

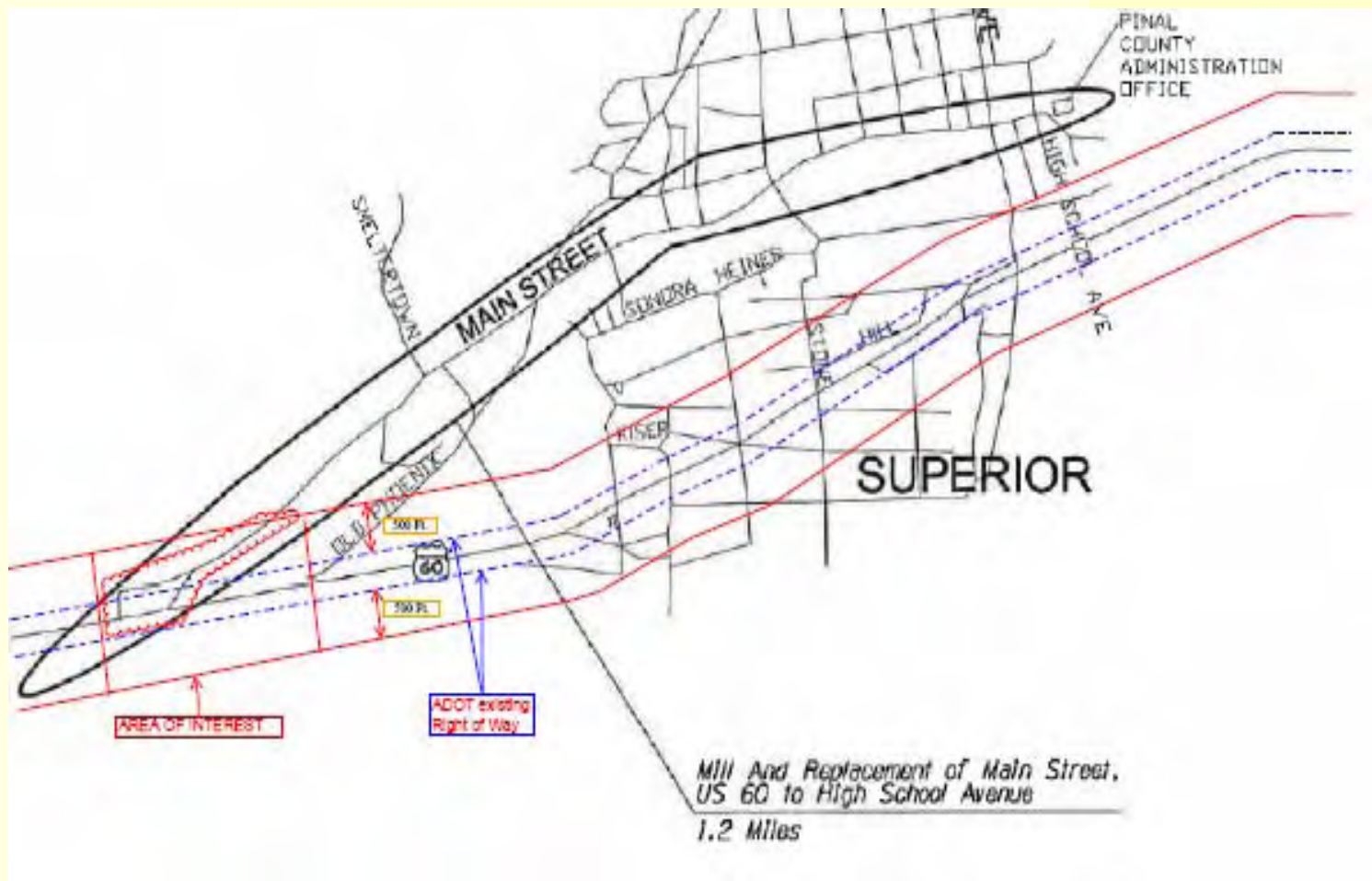
1. As-Built Policy
2. Definitions
3. Procedure
4. BREAK (10 minutes)
5. Preparation of As-Built plans
6. Questions

Policy

ADOT policy ENG 10-1 applies to projects that are contained within 500 ft away from ADOT Right of Way boundaries, administered by:

- **State DOT**
- **Other Stakeholders:**
 - Self-Administered Agencies
 - Certified Acceptance Agencies

Example



Example (cont.)



Definitions

- ❑ Redline set vs. As-Built set.
- ❑ Addendums, Revisions, “Change Orders” and Additional pages.
- ❑ As-Bid number vs. As-Built number

Red-Line and As-Built Procedure and Guideline

The document can be found on the ADOT Statewide Project Management website under “Project Development Process Forms” or by searching the following link:

<http://www.azdot.gov/Highways/SWProjMgmt/PDF/RedlinesAsbuilt.pdf>

Note: If the project crosses the Central Arizona Water Conservation District (CAWCD) Right of Way, there are more steps to follow.

PROCEDURE

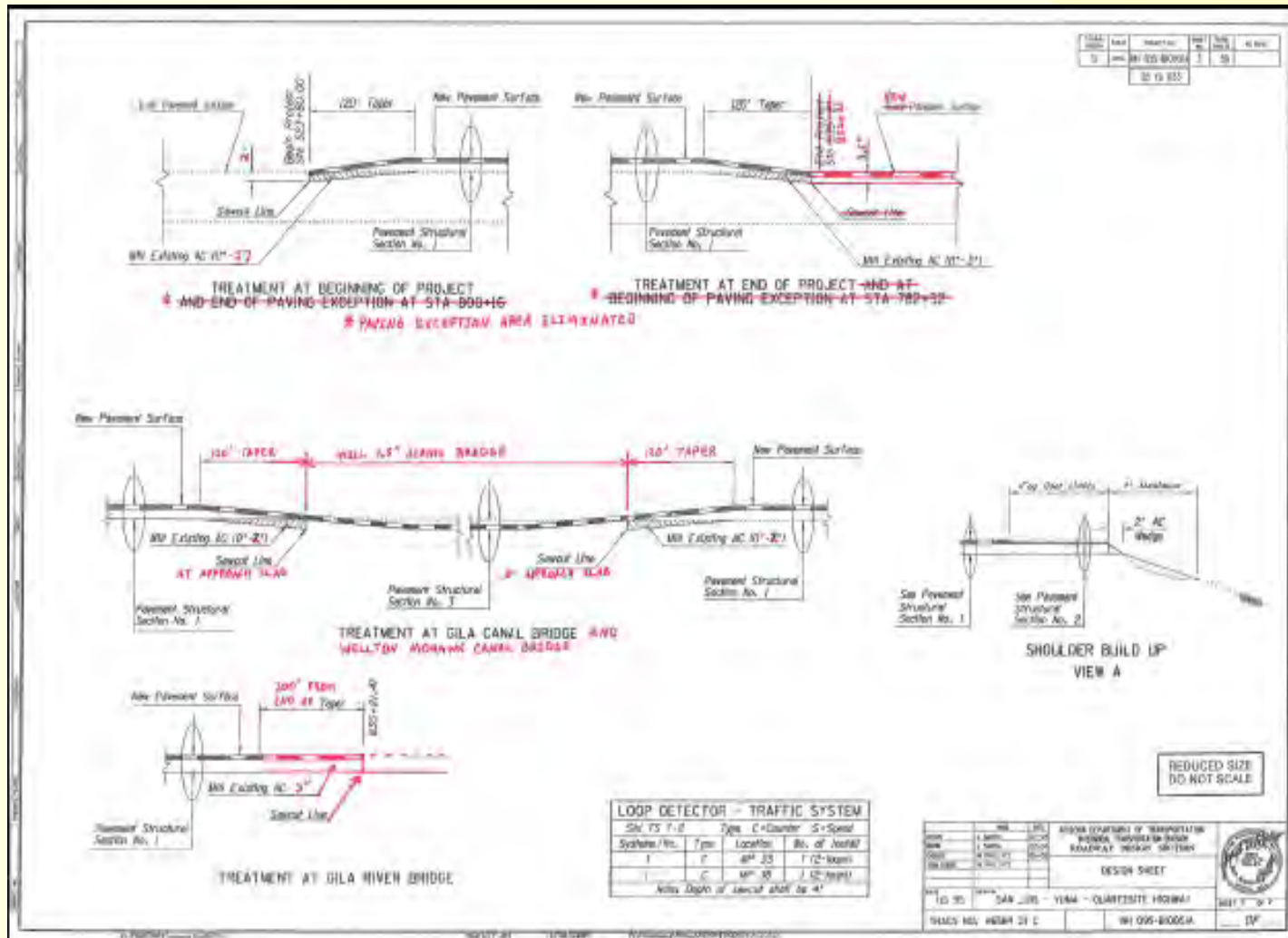
- 1. RE coordinates with PM to send the redline set to the designer.**
 - Funding.**
 - Who to send the redline set to.**
 - Process to follow.**

PROCEDURE (Continue)

There are 3 Processes:

- 1. Process 1.- Manual.**
- 2. Process 2.- Use of PDF professional.**
- 3. Process 3.- Use of Micro-station.**

Redline sheet (continue)



Procedure (Continue)

- 2. Designer prepares the As-Built set**
 - I. Transfers redlines into bid set, coordinating with RE if questions arise.
 - II. Performs QA/QC prior to contacting RE.

- 3. Designer coordinates with the RE to send him/her a “Review set” along with the original Red-line set sent by the RE.**

PROCEDURE (Continue)

- 4. The RE verifies the prepared As-Built set and determines his/her concurrence.**
- 5. RE sends email notice to Designer, PM and cc SWPM TES notifying his/her concurrence with the As-Built plans. Requests Designer to send the deliverables to SWPM TES.**

PROCEDURE (Continue)

- 6. Designer send deliverables to the SWPM TES:**
- **1 printed half-size (11" x 17") set of the prepared final As-Built plans. UNBOUNDED SET.**
 - **1 CD/DVD containing the prepared As-Built plans in PDF format.**

Note: For projects crossing CAWCD, 2 sets of deliverables should be sent to the TES.

For Local Government and Transportation Enhancement projects, the designer should consult the PM.

Make sure to state that other set is for the stakeholder in the Letter of Transmittal.

PROCEDURE (Continue)

7. SWPM TES checks:

- ✓ **Prints**
- ✓ **CD/DVD**



8. The SWPM TES will notify: Field reports, RE, PM and Designer whether the deliverables are OK. or need to re-submit.

**Comments and/or
Questions?**

ARIZONA DEPARTMENT OF
TRANSPORTATION
As-Built Policy
and Preparation

Presented by: Giuly P. Caceres
ADOT Project Management

Face Sheet






STATE OF ARIZONA
DEPARTMENT OF TRANSPORTATION
INTERMODAL TRANSPORTATION DIVISION

PROJECT PLANS

STATE HIGHWAY
GILA BEND-BUCKEYE HIGHWAY
SR 85

CONTRACT NO. 20 (FEDERAL AID)
OF FISCAL YEAR 1984





Name of the Prime Contractor Company and the construction completion date →

Name of the RE that either prepared or reviewed the notices and date he/she completed the notices. →

Name of the design P.E. that either transferred the notices or reviewed them for conformance and date. →

As-Built uses the cumulative page numbering in the bottom right corner, starting with the face sheet as page # 1 and including all pages addendums, standards, revised and additional pages.

As-Built date (MM.DD.YY) →

MC 85-SOUTHERN AVE.
PROJECT NO. 085 MA 150 H5955 04 C
FEDERAL AID NO. NH-085-B(008)B

ADOT STAFFING OF TRANSPORTATION ENGINEERING, TRANSPORTATION DIVISION
SEE ALSO P.L. STATE DRAWING

DATE: 04-09-84

BY: [Signature]

Face sheet (continue)

Name of the Prime Contractor Company and the construction completion date.

Constructed by:

Meadow Valley Contractors, Inc.

Construction Company

05-29-08

Completion Date

Name of the RE who either prepared or Reviewed the Redlines and the date he/she completed the Redlines.

Red-Lines by:

Madhav Mundle, PE/ADOT

Construction Administrator Name & Company

06-27-08

Completion Date

Name of design PE that either transferred the redlines or reviewed them for conformance and date.

As-Built by:

Lawrence Westhouse, PE/Stanley

As-Built Designer Name & Company

04-12-10

Completion Date

Face sheet (continue)

As-Built page numbering used;
face sheet is page # 1 of the
total count.

ARIZONA DEPARTMENT OF TRANSPORTATION
INTERMODAL TRANSPORTATION DIVISION
SAM ELTERS, P.E., STATE ENGINEER

As-Built date.

AS BUILT DATA	AS BUILT DATE 04-12-10	1	OF	168
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2010 10:57:08 AM G:\15539\PROJECT-04\AsBuilt\PLANS\15-100045-00.dgn

Standard (continue)

As-Built date shown as well as the page numbering.

ADOT STANDARD DRAWINGS			
REVISION DATES and STANDARD NO.'s REVER			
	DATE		
CONSTRUCTION Standards	<i>[Signature]</i>		FEB. 02, 2007
PROJECT NO.	TRACS NO. H 7081 OTC		1A OF
AS BUILT DATA	FEDERAL AID NO. 888-A-NFA	AS BUILT DATE 06/10/09	2 OF 1249

As-BID number



Standard (Continue)

As-Bid number goes here

F.H.W.A. REGION	STATE	PROJECT NO.	SHEET NO.	TOTAL SHEETS	AS BUILT
9	ARIZ.	093-B(008)B	328	380	01/25/11
		093 MA 198			

RES:

Specification - Arizona Department of
tion Standard Specifications for Road
Construction, 2000 Edition.

ications - AASHTO LRFD Bridge Design

As-Built
date.

Standards (continue)

DESIGN APPROVED <i>Shafiq K. Hasan</i>		ARIZONA DEPARTMENT OF TRANSPORTATION INTERMODAL TRANSPORTATION DIVISION BRIDGE GROUP STRUCTURE DETAIL	
APPROVED FOR DISTRIBUTION <i>J. Daniel Davis</i>		32 INCH F-SHAPE BRIDGE CONCRETE BARRIER AND TRANSITION	
ROUTE US93	LOCATION WICKENBURG BYPASS	DRAWING NO. SD 1.01	
TRACS NO. H 5825 01C	093-B(008)B	345 OF 400	

As-Built page numbering used.

Sheets with No Redline Changes

SHEET NO.	PROJECT NO.	DATE	SCALE
7	00-00-00	11/19/00	1"=10'-0"
00-00-00			

Change to EMB box

TYPICAL SECTION RAMP 101
 (See 27+75.00 to 28+75.00)

TYPICAL SECTION RAMP 101
 (See 27+65.00 to 28+65.00)

Change to EMB box

Left								Right			
Treatment No.	Sta	to	Sta	Treatment No.	Sta	to	Sta				
2	27+75.00	To	28+75.00	7	27+75.00	To	28+75.00				

1. Conc. curb barrier 30" C-10-30, 30" C-20-30, or Detail A of See Alley Plans
 2. Conc. curb barrier or retaining wall
 See Detail D
 3. 60" Conc. barrier
 See Detail F
 4. Conc. curb barrier 30" C-10-30, 30" C-20-30, or Detail A of See Alley Plans

Left								Right			
Treatment No.	Sta	to	Sta	Treatment No.	Sta	to	Sta				
7	27+65.00	To	28+65.00	4	27+65.00	To	28+65.00				

5. Conc. curb barrier 30" C-10-30, 30" C-20-30, or Detail A of See Alley Plans
 6. Conc. curb barrier or retaining wall
 See Detail D
 7. 60" Conc. barrier
 See Detail F
 8. Conc. curb barrier 30" C-10-30, 30" C-20-30, or Detail A of See Alley Plans

NOTE

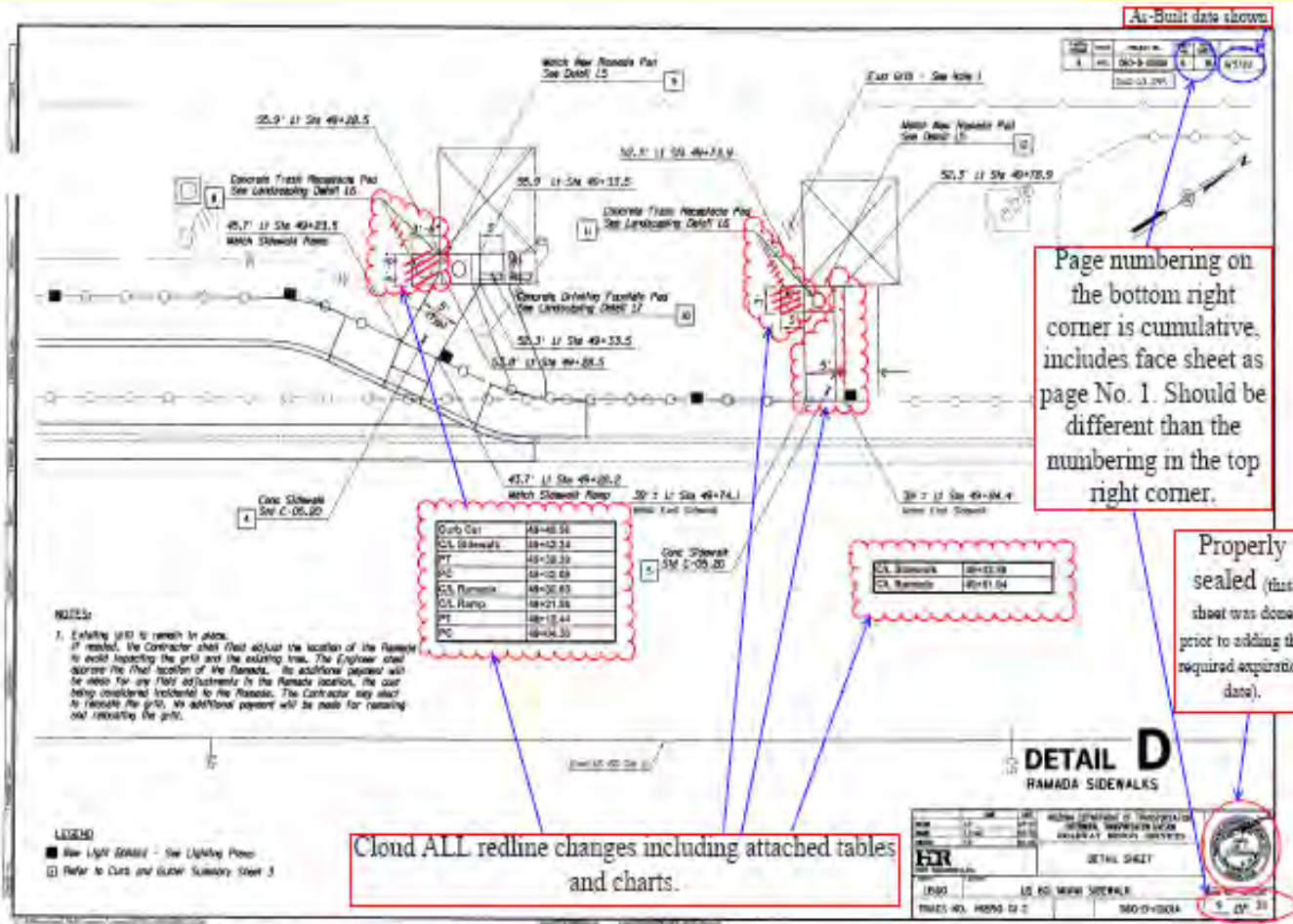
1. For standard type roadways see roadway plans.

2. The gutter channel and shoulder treatment details in the typical section show the relative treatment between the filter strips. See the Treatment Table in this sheet, Detail C, and therefore pass the detailed treatments and footings.

3. See Detail A for location of the curb top of barrier unless otherwise shown on notes plans. Also See Treatment Elevation Tables C-1 for barrier design.

SHEET NO.	PROJECT NO.	DATE	SCALE
7	00-00-00	11/19/00	1"=10'-0"
00-00-00			

Sheets with Redline changes



“Change Order” (Continue)

INDEX OF SHEETS

Sheet No.	Sheet Title
1	Face Sheet
A-10	ADD Section (Profile)
B-10	Design Sheet
C-10	Barrier Summary Sheet
D-10	Pipe Summary Sheet
E-10	Box Culvert Summary Sheet
F-10	Pipe Slab Summary Sheet
G-10	Level Sheet
H-10	Drainage Detail Sheet
I-10	General Sheet
J-10	Estimating Quantity Sheet
K-10	Profile and Plan Sheet
L-10	Storm Drain Plan and Profile Sheet
M-10	Traffic Control Sheet
N-10	Lighting and Signage Sheet
O-10	Signage and Marking Sheet
P-10	Structure Sheet
Q-10	Grading and Landscape Sheet
R-10	Urban Detail Sheet
S-10	Utility Sheet
T-10	Deep Water Safety Detail Sheet

LENGTH OF PROJECT

Gross Length Sta. 480+00.00 to 757+50.00 = 277,500.00 Feet = 5.32 Miles
 Bridge Exception (Over River) Sta. 530+50.00 to 533+50.00 = 2,500.00 Feet
 Bridge Exception (Under Bridge) Sta. 700+00.00 to 706+50.00 = 6,500.00 Feet
 Net Length = 268,500.00 Feet = 5.02 Miles
 MP 200.00 to 205.00 = 5.02 Miles

DESIGN DATA

2000 AET = 11,000
 2000 ADT = 25,000
 94 Design Speed = 35 MPH
 Slope for percentage curve of P1-3a
 80+70.45 units to 4.5 MPH

MIDPOINT OF PROJECT

NAD 83 Modified Central Zone
 State Plane Coordinates
 X=1296,000
 Y=112,000

EARTHWORK QUANTITIES

Planing Exception	1,200.00 CF
Strike	221,000 CF
Drainage Exception	1,000 CF
Strike	40 CF
Pipe Concrete	2,400,000 CF
Strike	3,300 CF
Pipe Slab	5,400 CF
Trench Backfill	11,000 CF
Structural Concrete	5,000 CF
Strike	700 CF
Structural Exception (Reinforcing Steel)	4,776 CF
Strike (Reinforcing Steel)	748 CF
Reinforcing Steel	315,450 CF
Structural Backfill	2,178 CF
Structural Boarding (Reinforcing Steel)	5,000 CF
Estimate (Reinforcing Steel)	1,075,000 CF

EARTHWORK FACTORS

Station	Strike/Sheet	Ground Correction
480+00.00 to 547+00.00	253 Strike	0.3'
547+00.00 to 581+00.00	253 Strike	0.3'
581+00.00 to 587+00.00	322 Strike	0.3'
587+00.00 to 597+00.00	253 Strike	0.3'
597+00.00 to 598+00.00	253 Strike	0.3'
598+00.00 to 602+00.00	322 Strike	0.3'
602+00.00 to 612+00.00	253 Strike	0.3'
612+00.00 to 622+00.00	322 Strike	0.3'
622+00.00 to 623+00.00	253 Strike	0.3'
623+00.00 to 629+00.00	322 Strike	0.3'
629+00.00 to 639+00.00	253 Strike	0.3'
639+00.00 to 757+50.00	253 Strike	0.3'

SOFT EXERTIONS

Station to Station	Cut/Fill	Sub	Spec
503+00 to 507+30	Fill	U	4'
507+30 to 508+30	Cut	R	Special Grading *
523+30 to 528+00	Fill	U & R	4'
537+00 to 547+00	Fill	R	4.5'
547+00 to 547+50	Cut	R	4'
547+50 to 548+00	Cut	R	Special Grading **
548+00 to 548+20	Fill	R	4'
548+20 to 548+30	Cut	U	Special Grading *
548+30 to 548+70	Cut	U	Special Grading *
548+70 to 549+00	Cut	U	Special Grading *
549+00 to 549+50	Cut	U	Special Grading *
549+50 to 549+90	Cut	U	Special Grading *
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593+00 to 593+30	Cut	U	Special Grading *
593+30 to 593+50	Cut	U	Special Grading *
593+50 to 593+70	Cut	U	Special Grading *
593+70 to 593+90			

Revisions and CO

F.A. REGION	STATE	PROJECT NO.	SHEET NO.	TOTAL SHEETS	AS BUILT
9	ARIZ.	326 - (12)	2	793	01/25/11

260 YV 218

As-Built date shown.

To Accompany Change Order No. 01

F.A. REGION	STATE	PROJECT NO.	SHEET NO.	TOTAL SHEETS	AS BUILT
9	ARIZ.	326 - (12)A	2	793	01/25/11

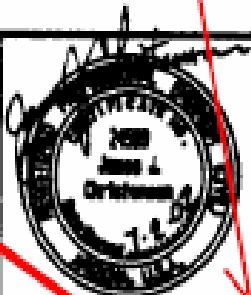
260 YV 218

Change order number shown.


As-Built date shown.

Revisions and CO

As-Built page numbering used.

DEPARTMENT OF TRANSPORTATION GENERAL TRANSPORTATION DIVISION	
DESIGN SHEET	
VERDE, SEGMENT 2	
326 - (12)	SHEET 1 OF 1 5 OF 800

As-Built page number used.

DEPARTMENT OF TRANSPORTATION GENERAL TRANSPORTATION DIVISION	
DESIGN SHEET	
VERDE, SEGMENT 2	
326 - (12)A	SHEET 1 OF 1 6 OF 800

Additional Sheets

Project: Q10-A Grid RESURFACING 1/11/2008 1/11/2008
 Date: Q10 1/11/2008 1/11/2008 1/11/2008

AS-BUILT NUMBER: 017-4888
 AS-BUILT DATE: 08/17

Properly sealed (P.E. stamp, signature, sealed date inside the stamp and expiration date shown)

Write the statement, "Additional Information" instead of the seal.

AS-BUILT NUMBERING shown.

NO.	DESCRIPTION	AMOUNT
1	RESURFACING	100.00
2	PAVING	200.00
3	CONCRETE	150.00
4	SEWER	50.00
5	WATER	30.00
6	ELECTRICAL	20.00
7	MECHANICAL	10.00
8	LANDSCAPE	5.00
9	OTHER	0.00
TOTAL		565.00

Additional Sheets (Continue)

FJML REGION	STATE	PROJECT NO.	SHEET NO.	TOTAL SHEETS	AS BUILT
9	ARIZ.	077-A(010)	45A	420	03/03/10
077 PM 077					

As-Bid number shown. This page follows bid page # 45, therefore a letter should be added to the page number.

As-Built date shown as MM/DD/YY.

Additional (Continue)

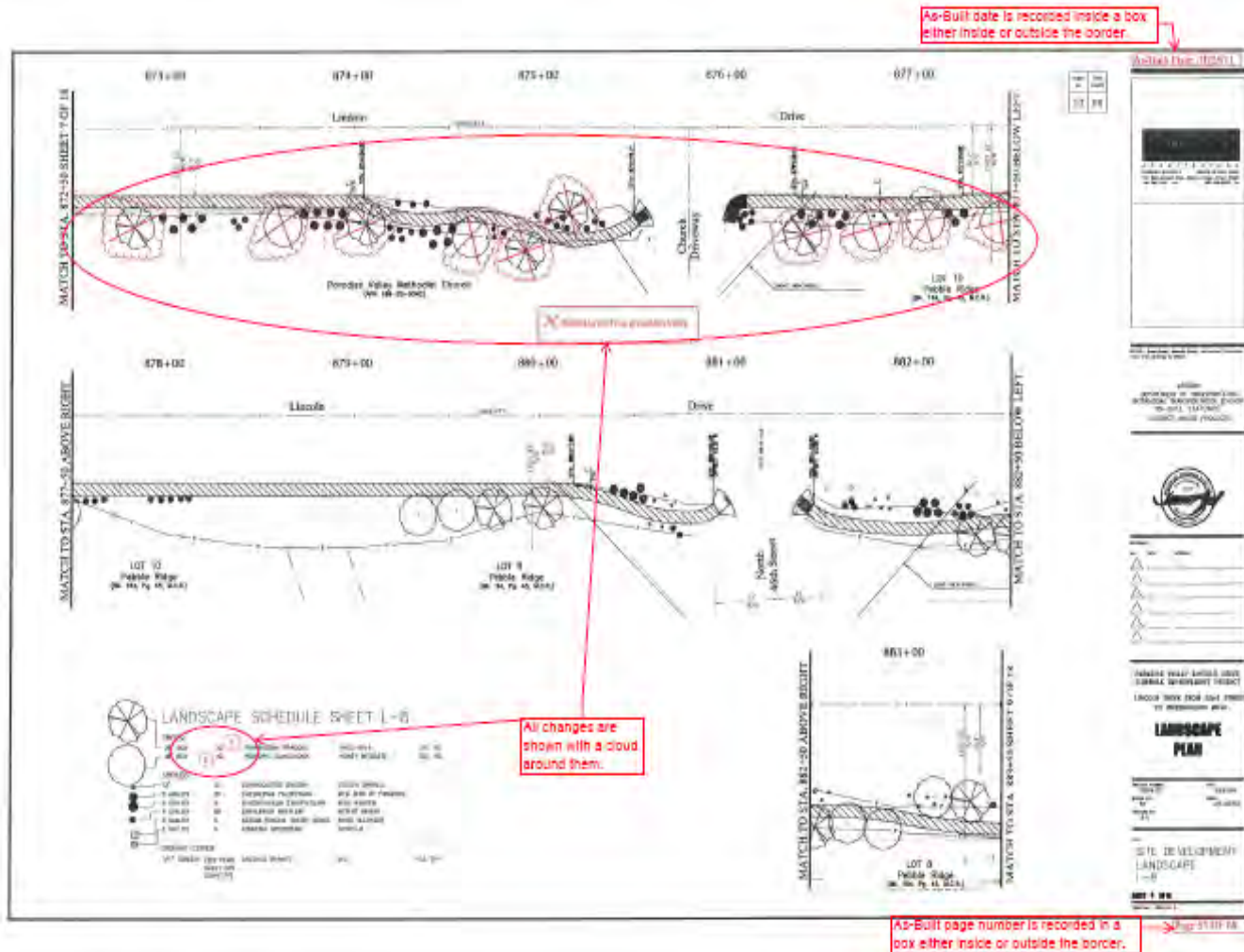
Properly sealed (P.E stamp, signature, issued date inside the stamp and expiration date shown)

Write the statement; "Additional Information" instead of the seal.

DESIGN SECTION V		DATE	ARIZONA DEPARTMENT OF TRANSPORTATION INTERMODAL TRANSPORTATION DIVISION BRIDGE GROUP		ADDITIONAL INFORMATION
DESIGN			STA. 671+ C D O WASH BRIDGE WIDENING WINGWALL DETAILS		
DESIGN (S)			LOCATION		63 OF 450
DATE			SR 77 80.78 2006 CALLE CONCORDIA TO TANGERINE		
DESIGN (S)			ROUTE	WALEPOST	STRUCTURE NO.
APPROVED-PRINC. ENGINEER			TRACS NO. H 5455 DIC		077-A(010)
APPROVED-DESIGN LEADER					

As-Built numbering shown.

Other Stakeholder's sheets



Other stakeholder (continue)

As-Built date → **As-Built Date: 01/25/11**

SHEET NO.	TOTAL SHEETS
53	66

SITE DEVELOPMENT
LANDSCAPE
L-8

SHEET 8 OF 18

TRACS NO. SS553 01 C

Page 55 OF 68

Time

- The allotted time to prepare the As-Built plans is **60 days** from the time the designer receives the Redline set to the submittal of the As-Built plans.

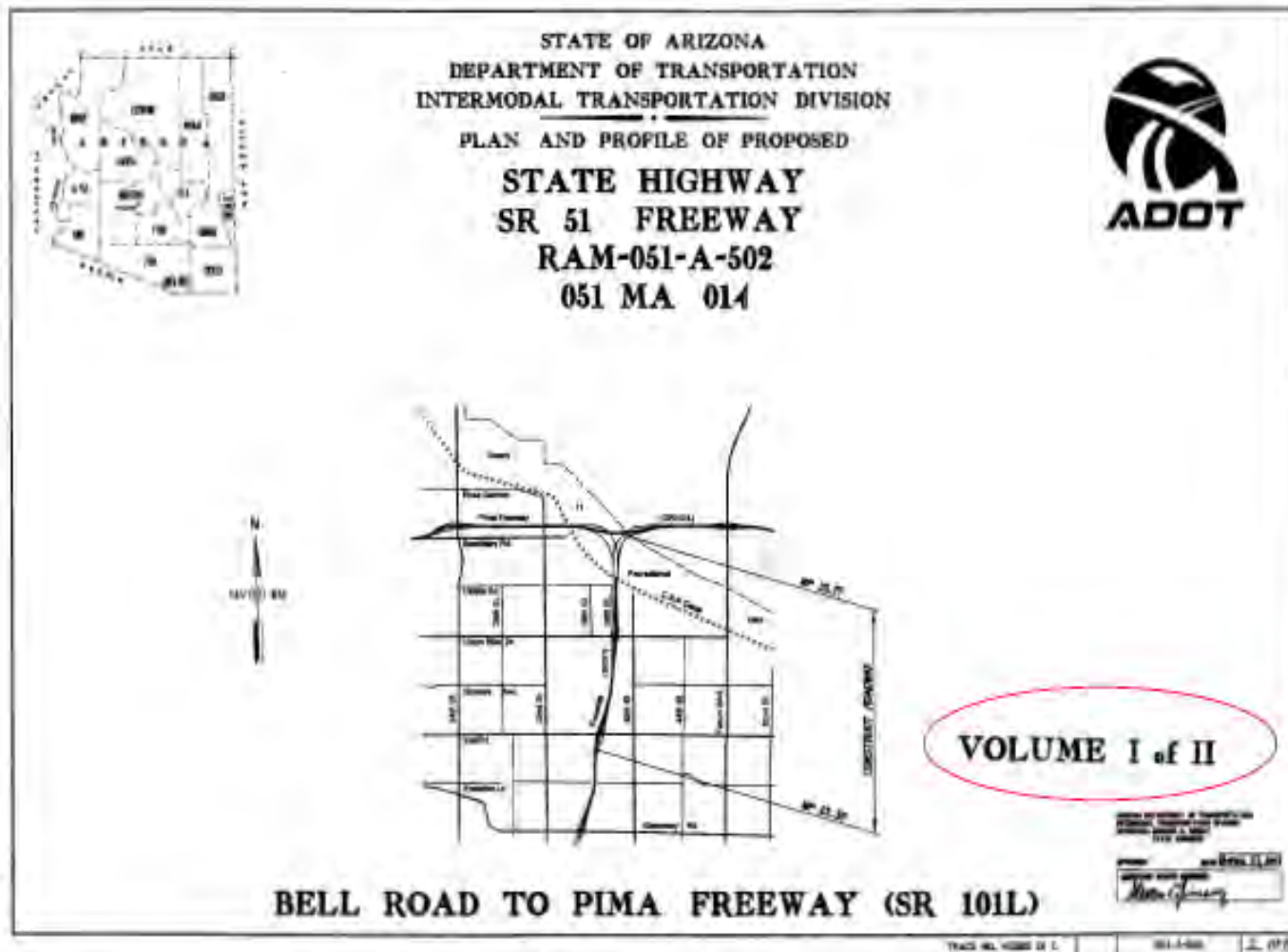
File size and PDF file naming convention

- ❑ PDF file size: 75 MB. Should contain between 580 to 900 pages.**
- ❑ PDF file naming convention:
Project Number (Tracs #), Volume Number (use a, b, c if necessary), Page Range (includes all pages) in parenthesis, “As-Builts”, File Extension.**

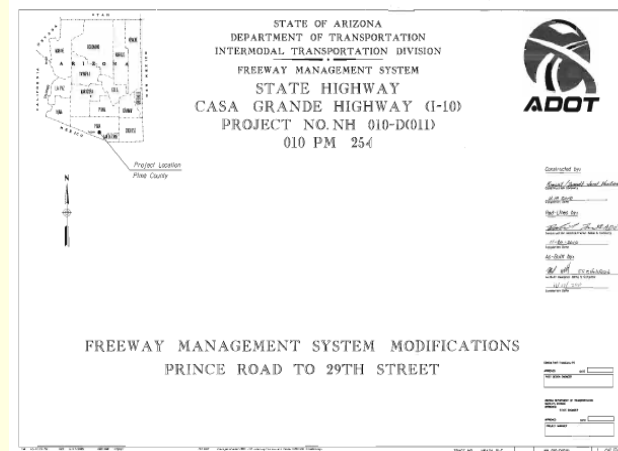
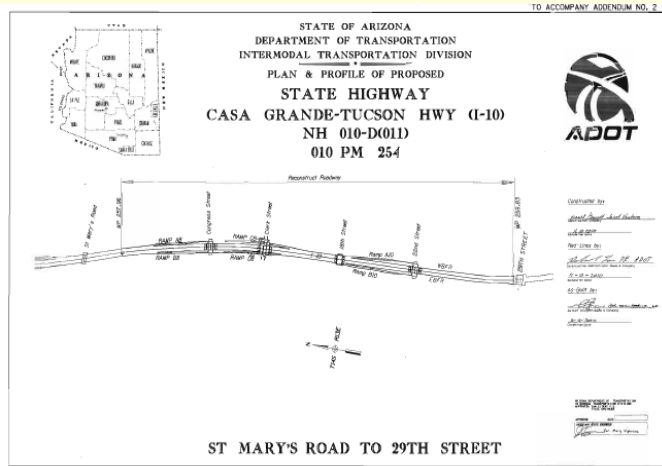
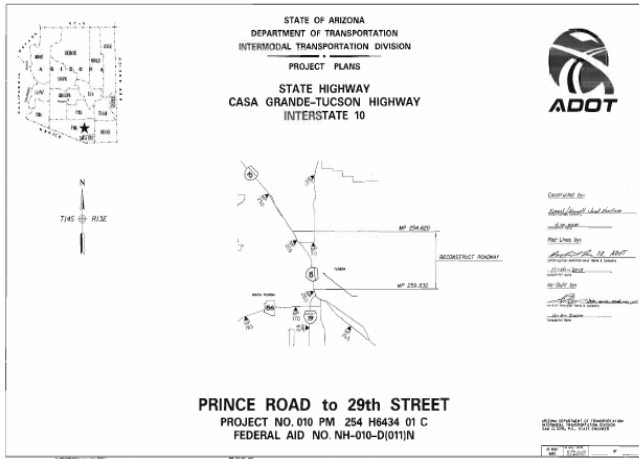
Example

- H100001C_vol1(pgs1to580of1050)_As-Builts.pdf
- H100001C_vol1a(pgs581to1050of1050)_As-Builts.pdf

More than 1 volume projects



More than 1 volume (Continue)



Example

- H643401C_vol1(pgs1to282of282)_As-Builts.pdf
- H643401C_vol2(pgs1to477of680)_As-Builts.pdf
- H643401C_vol2a(pgs478to680of680)_As-Builts.pdf
- H643401C_vol3(pgs1to382of829)_As-Builts.pdf
- H643401C_vol3a(pgs383to829of829)_As-Builts.pdf
- H643401C_vol4(pgs1to124of124)_As-Builts.pdf

CD/DVD Naming Convention

The name convention for the CD/DVD cover is:

■ Top portion of the CD/DVD:

- **Project Name**
- **Complete Project Number**
- **Federal Project Number**

■ Bottom portion of the CD/DVD:

- Tracs Number, Number of Volumes, Page Range in parenthesis and File Content (ae. As-Built plans, Shop drawings etc).

Example

**Anthem Way to New River Road
017 MA 229 H760401C
IM-017-A(208)B**

H760401C:

2 vol. (pgs 1 to 1050 and 1 to 350), As-Built plans

■ **2 vol. (pgs 1 to 50 and 1 to 85), Shop Drawings**

1 vol. (pgs 1 to 20), VE study

GCaceres@azdot.gov

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Questions?