

PBOT Survey CIP Project Design/Topo Standard Deliverables

September 2019

General Standards

File Naming:

File names should follow the format below to clearly delineate each file:

YYYY-MM-DD ##### [File Details] [Firm Name].*

- “YYYY-MM-DD” – Date Delivered
- “#####” – City’s Job Number. Please use: _____
- [File Details] – A clear and concise description of the file contents. For Example:
 - “Control Ties”
 - “MH Details”
 - “North End Drawing”Clear Abbreviations are acceptable
- [Firm Name] – Please include the initials of the firm completing the work.

Coordinate System:

All Deliverables will be completed in the following Datum:

- NAD 83/91 Oregon North OCRS Portland Zone Other: _____
- COP Vertical Datum

Topo Standards:

Consultants will receive a written survey request filled out per the Standard Topo Language Document.

Topography standards have been defined for most project types. Please follow the guidelines set in PBOT Survey’s Standard Topo Language document located at: <https://www.portlandoregon.gov/transportation/article/729702>. (Consultants should *not* include any additional ADA corners per the directions on page 9.)

Questions regarding interpretation of the topography standards should be directed to Elijah Goodrick at elijah.goodrick@portlandoregon.gov.

Standard Deliverable Items

Control:

Control should be set with a minimum of two indivisible points at all sites and be sufficient to allow for terrestrial construction staking.

- Comma Delineated Text File in PNEZD Format of *all* Control Points
- PDF Document of Control Narrative
- Overview Map of Control
- Tie Sketches of all primary control points (field sketches are sufficient).

A pdf with examples of appropriate control information is available on:

<https://www.portlandoregon.gov/transportation/article/738254>

Mapping Files:

	<input type="checkbox"/> PBOT	<input type="checkbox"/> BES
CAD File	<ul style="list-style-type: none"> • Micro Station Drawing File • Micro Station Points File 	<ul style="list-style-type: none"> • AutoCAD Civil 3d Drawing File
Text File	<ul style="list-style-type: none"> • Comma Delineated PNEZD Text File of All Points 	<ul style="list-style-type: none"> • Comma Delineated PNEZD Text File of All Points
Surface	<ul style="list-style-type: none"> • DTM File 	
CAD Standards Link*	MicroStation InRoads [Link Under Construction – contact elijah.goodrick@portlandoregon.gov to receive the latest XIN and Seed file]	AutoCAD Civil 3d 2019: https://www.portlandoregon.gov/bes/77336

* All CAD files will follow bureau specific CAD layering, line type and symbology standards.

Tree & Inlet points should include attributes with the following information in the drawing file:

- Trees: DBH and Tree Tag Number (when applicable)
- Inlets: I.E. of outgoing pipe

Utility Locate Tickets:

A copy of all utility locate tickets or a summary of *all* effected utility companies. This can be delivered as *.msg (outlook) files or a pdf copy.

MH Details:

MH Details should be completed as specifically identified on the work request or as indicated on the standard language document.

Consult the standard language document in addition to specific directions on the work request for which MH's to detail.

A MH Detail Template is available on <https://www.portlandoregon.gov/transportation/article/736194> to be used at consultant's discretion.

All MH Details Need to Contain the Following Minimum Information:

- MH Hansen ID (Alpha Numeric Code found on the "Sewer Assets" layer on www.portlandmaps.com)
- Verbal Description of MH Location & Coordinates (at center of structure)
- Sketch of MH Interior, showing all Pipe IE's, Channel & Lid/Ladder Orientation.
- Exterior and Interior Photo Of MH
- Approximate Size, Shape and Material of MH
- Basic Condition Assessment (visual assessment only based on obvious problems to be used only as flags for engineering follow-up). See template for items to include. An Assessment guide is available upon request (email elijah.goodrick@portlandoregon.gov).

An example file with examples of completed MH details are available along with the control example on: <https://www.portlandoregon.gov/transportation/article/738254>

Tree Spreadsheet:

A completed Tree Inventory Spread sheet will be completed for each project. The tree template and directions can be found on: <https://www.portlandoregon.gov/trees/66987>.

The Tree Inventory should include the following information:

- Include all trees of a given size within 15' of any collection area.
 - DBH \geq 3" if the Tree is within the ROW.
 - DBH \geq 6" if the Tree is outside the ROW.
(Trees smaller than these diameters should be collected as shrubs and *not* be counted as trees in the mapping or this spreadsheet).
- The minimum information for each tree should include:
 - Surveyed point number.
 - Tree Northing & Easting
 - Identification of Deciduous or Coniferous
 - Diameter at Breast Height (DBH)
- Trees only need to be tagged when it will be necessary to have tree tags to correlate trees in printed plans when in the field. (Usually medium to high density, non-ROW work.)

Optional Deliverable Items (Complete as checked)

Resolved ROW & Monument Files:

All Areas Areas As Noted: _____

- Resolved ROW/Property Lines should be included in Drawing Files Above
- Comma Delineated PNEZD text file of all found monuments with full monument descriptions.
- PDF Document of Resolution Narrative

Complete and File a Pre-Construction Record of Survey

- PDF of Completed Record of Survey

First Floor Elevation Spreadsheet (Per Separate Exhibit)

- Excel file of first floor elevations to include the following information:
 - GIS ID Number (as provided by the city, typically in the form of R000000)
 - Building Address
 - First floor elevation (at door threshold, if multiple entries use the lowest doorway)
 - Indicate if there is a basement based on visual/field assessment

Inlet Details

- To be completed with and in the same manner as MH details.

PDF Drawing

- Scalable PDF of Completed Drawing

Site Photos

- PDF file with annotated photos per the work request.

Other Items as Requested:

