

STIP Project Development Process for Surveys and Mapping

Project Manager Invites Location & Surveys to Kickoff Scoping Meeting Held With Design Firm

- RW and Let Dates (Production Schedule)
- Schedule for competing the Functional Alternate
- Surrounding Projects
- Establish Mapping Scale
- Photogrammetry Mapping Coordination Required?
 - QL2 Lidar/Statewide Ortho/GIS Property
 - Feasibility Study Area (PDF & DGN)
 - SPS/PS Flight Schedule
 - Leaf Off Required?
 - Photogrammetry Mapping Limits (PDF & DGN)
- Wetland Boundary Identified (Flagged w/Nails)?
 - Location & Surveys to Manage Survey or Managed by Others?
 - WEX File (**PLS NOT Required**)

TLOC – Project Manager Requests Final Surveys

- Design Survey Limits (PDF & DGN)
- Designation and Location of Flagged Wetland Points (**L&S Manages Survey**)
- Schedule Delivery Letter When Necessary
- LS Assignment

FLOC – Delivery of Final Survey Mapping

- All Deliverables; SharePoint Project Server
 - FS/DTM Files/Etc.
 - Control Sheets
 - C – Series Plan Sheets (**Non-Deliverable**)
 - ELN Tables; RWTable.ma
 - Datum Description (**Tie Not Included**)
 - Contract Surveyor (PLS) Standardized Survey/Closure Report
 - Wetlands Surveyed?
 - Included in FS File (**L&S Managed Only**)
 - Wetland Boundaries
 - JS Designations
 - Create WLL File (PDF & DGN) (**L&S Managed Only**)
 - WLL File; Per Standard Format
 - Surveyor (PLS) Seals PDF File (**NCDOT or Contract Surveyor**)
 - Create WET File (PDF & DGN) (**Managed By Others Only**)
 - WET File; Per Standard Format
 - Surveyor (PLS) Seals PDF File (**NCDOT or Contract Surveyor**)
 - Contract Surveyor (PLS) Seals PDF Files
 - Standardized Attestation Statement

Project Manager Invites Location & Surveys to FDFI/CFI Plan Review Meeting

- LS Assignment
 - Review/Update Survey Files Per Proc 2008-2
 - Contract Surveyor (PLS) Seals PDF Files
 - Preliminary ROW Tables Per Proc 2010-1 **(Not a Deliverable)**
 - When Necessary, Flag/Mark ROW per 2016-1
- Location & Surveys Attends Meeting
 - Division Selects IP/Caps or Concrete ROW Monuments
 - Verify ROW Date

Project Manager Notifies Location & Surveys of ROW Authorization Schedule

- Monthly Board of Transportation Meeting Agenda Reviewed Regarding ROW Authorization **(Location & Surveys Assignment Engineer)**
- LS Assignment
 - Project Manager Provides ROW Plans
 - Schedule ROW Staking **(IP/Caps)** per Proc 2016-1
 - Start Date at Discretion of Group Leader
 - Finish ROW Staking 15 Weeks Before Project Let
 - Manage ROW Revisions When Necessary
 - All Deliverables; SharePoint Project Server **(15 Weeks Before Project Let)**
 - Control Sheets (PDF & DGN) Finalized **(C – Series Plan Sheets)**
 - Datum Description Tied to Design Alignment
 - Contract Surveyor (PLS) Seals PDF File
 - Standardized Attestation Statement
 - Alignment Tables (PDF & DGN) Completed **(D – Series Plan Sheets)**
 - RWTable.ma
 - Contract Surveyor (PLS) Seals PDF File
 - Standardized Attestation Statement
 - ROW Tables (PDF & DGN) Completed **(E – Series Plan Sheets)**
 - RWTable.ma
 - Surveyor (PLS) Seals PDF File **(NCDOT or Contract Surveyor)**
 - ROW Staking Attestation Statement
 - ROW Sheets (PDF & DGN) Completed **(RW – Series Plan Sheets)**
 - RW Plan Sheets; Per Standard Format
 - Property Ties Computed and Included
 - Surveyor (PLS) Seals PDF File **(NCDOT or Contract Surveyor)**
 - ROW Staking Attestation Statement
- Manage Additional Surveys When Requested
 - LS Assignment
 - Contract Surveyor (PLS) Seals PDF Files

RC/PC Project Milestone - Final Plan Sheets to Reproduction

- Develop Survey Control and ROW Plan Set (PDF) Per Standardized Procedure
 - Final C – Series Plan Sheets
 - Final D – Series Plan Sheets
 - Final E – Series Plan Sheets
 - Surveyor (PLS) Sealed Sheets
 - Final RW – Series Plan Sheets
 - Surveyor (PLS) Sealed Sheets

Project (Let) Plans Recorded and Project Construction Begins

Project Manager Notifies Location & Surveys Regarding ROW Revisions

- LS Assignment
 - Revise Field ROW Monuments per Revisions
 - ROW Tables (PDF & DGN) Revised (**E – Series Plan Sheets**)
 - RWTable.ma
 - Surveyor (PLS) Seals Revised PDF File (**NCDOT or Contract Surveyor**)
 - ROW Staking Attestation Statement
 - ROW Sheets (PDF & DGN) Revised (**RW – Series Plan Sheets**)
 - RW Plan Sheets; Per Standard Format
 - Surveyor (PLS) Seals Revised PDF File (**NCDOT or Contract Surveyor**)
 - ROW Staking Attestation Statement
- Revised ROW Tables (PDF) and Revised ROW Sheets (PDF) Recorded
 - Original Should Remain In Recorded Plans

ROW Monument Replacement

- Resident Engineer Manages Re-establishment of all IP/Caps destroyed during construction.
 - Contract Surveyor (PLS) Provides Standard Report of Survey per NCDOT Construction Manual through the Resident Engineer or Design Build Project Manager to Location & Surveys
- Resident Engineer Manages RW Monument Replacement with Concrete Monuments
 - Contract Surveyor (PLS) Provides Standard Report of Survey per NCDOT Construction Manual through the Resident Engineer or Design Build Project Manager to L&S.