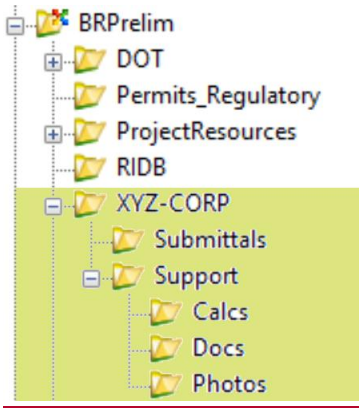
Consultant ProjectWise CONNECT Bridge Project Folder Structure

The XYZ-CORP subfolder under the “BRPrelim” or “(Paren)_Work Description” subfolders of Bridge are provided as a working and submittal area for the consultant assigned to the project. The consultant folder is renamed to indicate the consultant. The appropriate permission is assigned to the folders in ProjectWise prior to the beginning of the design. There will be a folder structure provided for each consultant involved in the project.

The Bridge folder stores the project overview and 3D model files for bridges, pipes, culverts and berms related to the project. This folder will also be used by consultants so all other designers can reference from the same location regardless of the designer and stage of design. Refer to CONNECT Bridge Project Folder Structure for additional information.

The explanations of the specific use of the subfolders are provided below.



Submittals

Store intermittent deliverables for B01 and B02 submittals in this folder. The consultant will deliver the final TSL pdf file directly in the B01 or B02 Design Events folder. Refer to CONNECT Bridge Project Folder Structure for additional information.

Support

- Store files that support the preliminary design process that do not fall into the specific categories of the subfolders or create additional subfolders as appropriate.

Calcs

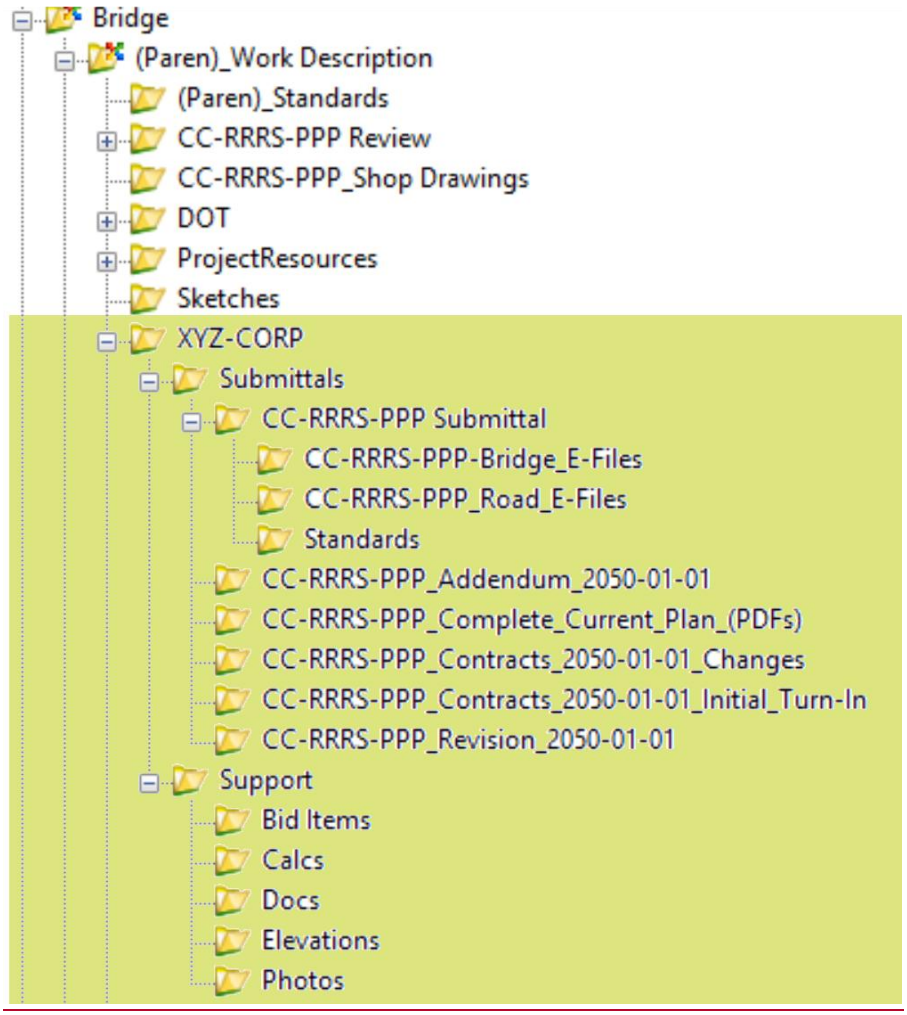
- Store related hydraulic calculation files.

Docs

- Store project related documentation, communication, e-mails, and information not considered to be calculations. This may include a pdf version of the completed checklist and OpenBridge Modeler input report spreadsheet and screenshots.

Photos

- Store photos obtained related to the preliminary development of the design.



CC-RRRS-PPP is the Project Control Number (PCN) format used for some subfolder and file names. The Project Control Number (PCN) contains a 2-digit county, 3-digit route, single digit federal control section number, and 3-digit paren number of the specific project.

The explanations of the specific use of the subfolders are provided below.

(Paren)_Work Description

- Contains the detail files developed in MicroStation or ProStructures.

(Paren)_Standards

- Contains the Bridge Bureau Standards CADD worksheet files used in final design plan detail files.

Submittals

- Store deliverables for submittals during the final design process (e.g. B03, B04, submittals for the RR, special investigations, etc.) in these subfolders:~~Store deliverables for B3 and B4 submittals in these subfolders.~~

CC-RRRS-PPP Submittal

- This submittal subfolder is used to submit plans for review before final turn in for letting.
- Rename the folder to reflect the Project Control Number (PCN).
- The files should include the plan and related comments.
- Store all review versions of the plans with the date included in the file name.
    - 99-0034-038_01-23-2021.pdf

CC-RRRS-PPP_Bridge_E-Files~~eFiles_(Bridge)~~

- Store data files for construction including existing plans and information for staking layout, beams and deck.
- See Bridge Design Manual Section 1.14.1 E-file submittals for list of files needed for projects.
- Rename the folder to reflect the Project Control Number (PCN).
- Add the design number with four digits to the end of each file name if multiple designs are part of the same project.
    - 99-0034-038_PPC Beam Data Spreadsheet_1217.xlsx

CC-RRRS-PPP_Road_E-Files~~eFiles_(Road)~~

- Store data files for construction for road specific items.
- See Design Bureau Manual for list of ~~eFiles~~ files needed for projects.
- Rename the folder to reflect the Project Control Number (PCN).

Standards

- Store standards used for the project.

CC-RRRS-PPP_Addendum_2050-01-01

- This submittal subfolder is reserved for possible addendum.
- Rename the folder to reflect the Project Control Number (PCN) and appropriate date.

CC-RRRS-PPP_Complete_Current_Plan_(PDFs)

- This submittal subfolder is reserved for submittals after the official contracts turn-in.
- Rename the folder to reflect the Project Control Number (PCN).

CC-RRRS-PPP_Contracts_2050-01-01_Changes

- This submittal subfolder is reserved for submittals after the official contracts turn-in.
- Rename the folder to reflect the Project Control Number (PCN) and appropriate date.

~~**CC-RRRS-PPP_Contracts_2050-01-01_Initial_Turn-In**~~

- ~~This submittal subfolder is reserved for submittals after the official contracts turn-in.~~
- ~~Rename the folder to reflect the Project Control Number (PCN).~~

CC-RRRS-PPP_Revision_2050-01-01

- This submittal subfolder is reserved for possible revisions.
- Rename the folder to reflect the Project Control Number (PCN).

Support

- Store files that support the design process that do not fall into the specific categories of the subfolders or create additional subfolders as appropriate.

Bid Items

- Store bid item quantities and estimate reference notes.
- Excel files used for table insertions into the CADD file for bid items.
- Include the Contract ID, County, Design Number and Date in the file name of the Excel file table.
  o 99-0034-038_Wright 118_BidItemsandReferenceNotes_01-23-2021.xlxs

Calcs

- Store related calculation files.

Docs

- Store project related documentation, communication, e-mails, and information not considered to be calculations and final QC/QA documents.

Elevations

- Store plan elevation tables.
- Excel files used for table insertions into the CADD file for elevations.
- Include the Project Control Number (PCN)), County, Design Number and Date in the file name of the Excel file.
  - 99-0034-038_Wright 118_Elevations_01-23-2021.xlxs

Photos

- Store photos obtained related to the development of the design.