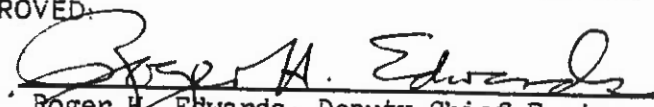
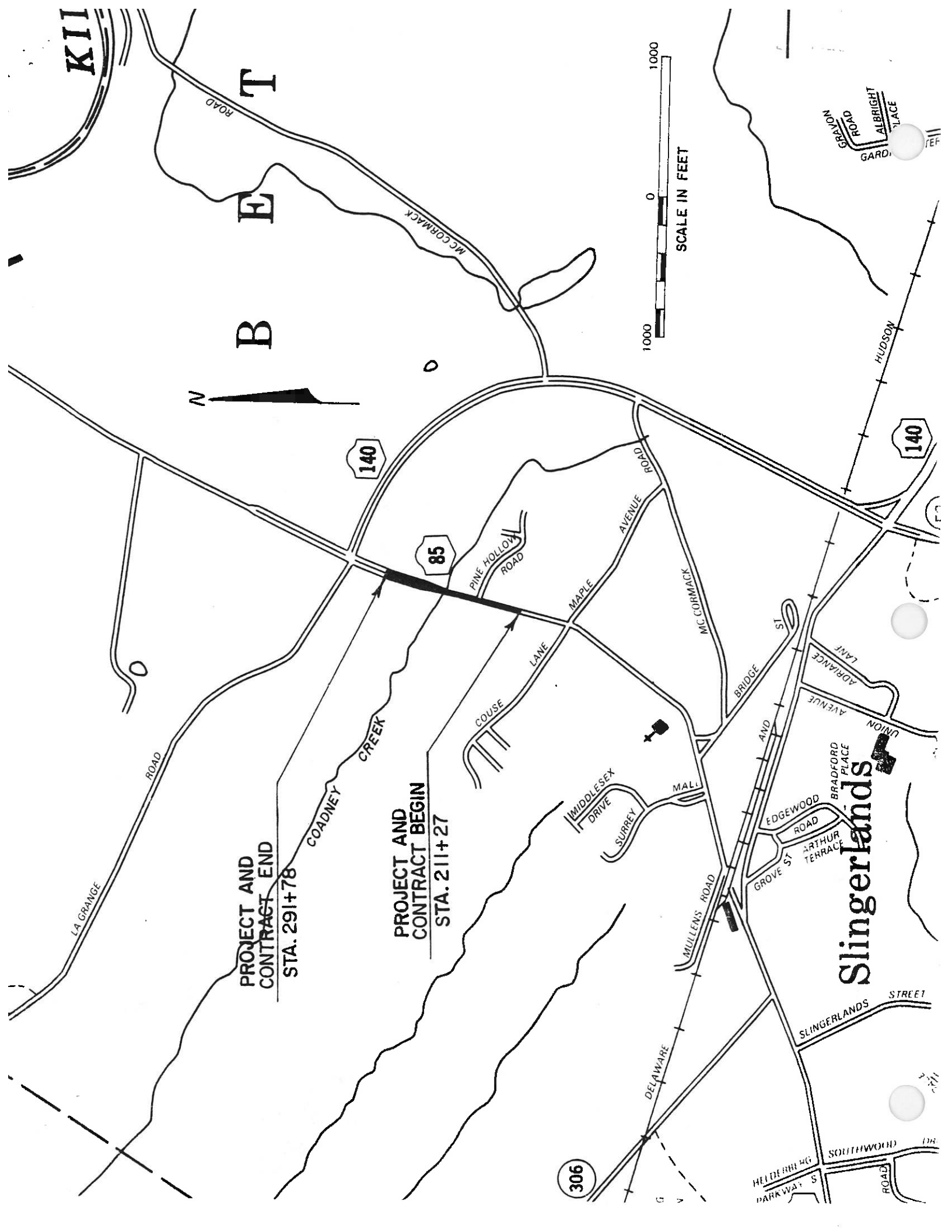


TO: Director, Preliminary Plan Review Bureau		ENGINEERING INSTRUCTION NEW YORK STATE DEPARTMENT OF TRANSPORTATION	
SUPERSEDED BY EI 94-014 EFFECTIVE 10/20/1994		SUBJECT: PLAN TITLE AND SUMMARY OF QUANTITIES SHEETS SUBMISSION WITH PS&E	
Distribution: <input checked="" type="checkbox"/> Main Office <input checked="" type="checkbox"/> Regions <input type="checkbox"/> Special		Subject Code: 7.26-2-21.02	
APPROVED:  Roger H. Edwards, Deputy Chief Engineer		Code: <u>EI 78-1</u> Date: <u>January 3, 1978</u> Supersedes:	

This Instruction covers three subjects:

1. Project location maps on plan title sheets
 2. Notes on plan title sheets
 3. Summary of quantities plan sheet preparation.
1. Main Office reproduction techniques will be used to show project location on plan title sheets through direct use of Transportation Department quadrangles or similar maps, available from the Main Office Map Information Unit of Planning Division's Data Services Bureau (black lines on white background). Regions are to select a quadrangle of appropriate size (usually 7½ minute) showing job location; cut the map to 20" wide by 9" high maximum size, add contract limits, map scale, north arrow and any other desired map information, and include the cutout with the PS&E submission. (See attached exhibits.) A xerox copy of the cutout is to be attached to each combined estimate title sheet, Form C-114(1). (Five copies required; Reference: EI 77-55). A short statement of approximate location is also to be shown by the designer on the plan title sheet, in terms which would enable one to locate the project with an ordinary road map.
 2. Title sheets are to conform in format with Highway Design Manual Section 21.02.03. Notes such as "Restricted Highway" and "Watchmen Service" should be included by Regions either in the proposal or in the "General Notes" section of a plan sheet. (Reference: HDM Section 21.02.07) (Supersedes instructions given in EI 75-7).
 3. Main Office reproduction techniques will be used to add the summary of quantities to plan sheet(s), utilizing Engineer's Estimate computer printouts. Regions are to include these sheet numbers in the index and "total sheets" numbering, but will not include blank sheets with the PS&E submission. Project identification information normally entered in the upper right corner of the sheet is to be submitted with the PS&E in the form of block printing on a separate cutout of plain white paper.
Example: TROY-SCHENECTADY SH 1
ALBANY COUNTY

To determine how many sheets will be needed to accommodate the summary of quantities, use an estimate of 135 items per sheet (as listed in the "combined" Engineer's Estimate). When small estimates of 45 items or less are involved, the designer may wish to utilize part of the Summary of Quantities sheet for other job information, such as General Notes. If so, leave space for the Summary of Quantities column on the left side of the sheet (10" width blank from top to bottom of sheet) and submit the mylar with the plans in the PS&E package.



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140

85

140

306

PROJECT AND
CONTRACT END
STA. 291+78

PROJECT AND
CONTRACT BEGIN
STA. 211+27

Slingerlands

LA GRANGE
ROAD

ROAD

MCCORMACK
ROAD

PINE HOLLOW
ROAD

COUSE
LANE

MAPLE
AVENUE

MIDDLESEX
DRIVE

SURREY

MULLENS ROAD

EDGEWOOD
ROAD

ARTHUR
TERRACE

SLINGERLANDS
STREET

HELDERRING
PARKWAY

SOUTHWOOD
DR

HUDSON

ADRIANCE
AVENUE

UNION

BRADFORD
PLACE

LANE

AND

BRIDGE ST

MCCORMACK
ROAD