

E-93-008

Date: ________

ENGINEERING DIRECTIVE

EF

REVISED TITLE SHEETS AND FEDERAL-AID BLOCKS, AND QUALITY OF CONSTRUCTION CONTRACT TRACINGS

The attached sample title sheet is the form to be used for all MHD Highway Construction Plan Title Sheets. Full size details of the signature block and the Federal-aid block are provided. The revised Federal-aid block is to be used on all plan, profile, and cross-section sheets. These changes are effective immediately for all projects to be advertised after the date of this directive.

There has been some confusion as to the correct dimensions for construction tracings. Figure 2-15 on page 2-40 of the Highway Design Manual gives the required plan layout, as well as the required 23"x36" dimensions for construction tracings. Section 2.1.2.1 on page 2-20 of the Highway Design Manual requires that "The tracings will be made on the standard size tracing mylar (4 mil) matted on one side."

It has been brought to the attention of the Department that industry is most commonly producing mylar matted on both sides, therefore, mylar matted on both sides will be acceptable for construction tracings. However, if the mylar is matted only on one side, then all work including border lines but excluding highlight shading shall be on the matted side.

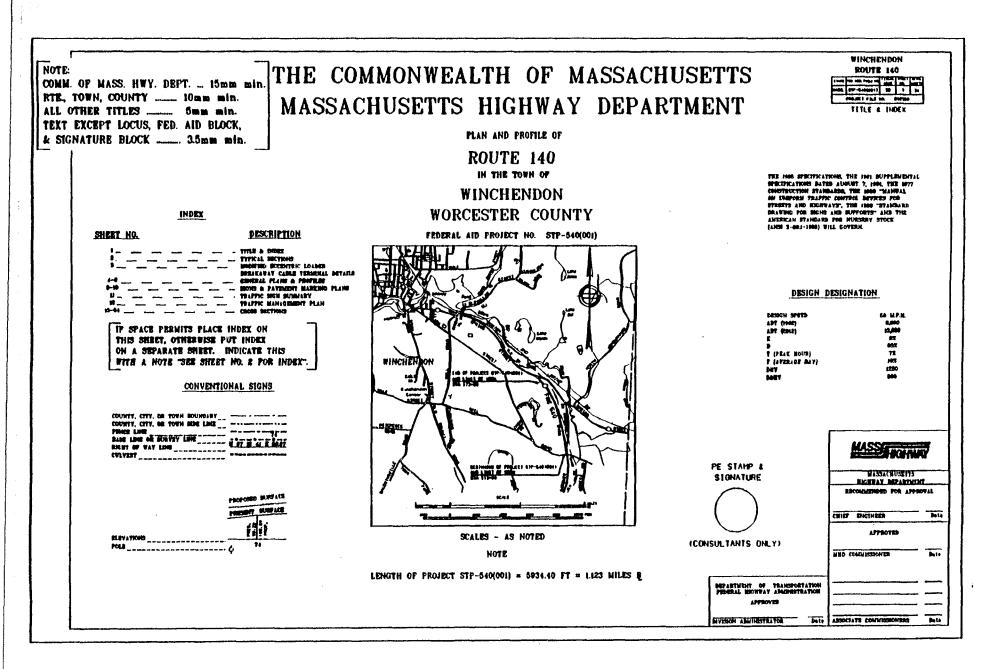
In addition, the Department is having difficulty printing plans which are multiiteration copies of copies. All plans shall be high contrast, crisp black line drawings on translucent mylar absent of all color which may inhibit clear reproductions by the Department's reproduction processes. Plans which result from a process where the mylar has blue lines on blue background, brown lines on brown background, or any other process which does not produce a crisp black line on translucent mylar, and which do not reproduce clearly when processed by the Department Reproduction Section are not acceptable. If screened mylars are to be used, the project manager shall determine the screen density required for clear reproductions. The Project manager shall also determine the content of the screen information.

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Therefore, the Department reserves the right to reject, and require the redrafting of any construction tracings which do not conform to all of the following:

- o The standard dimensions (23"x36").
- o 4 mil mylar thickness.
- High contrast black line drawings on translucent mylar absent of all color which may inhibit clear reproductions by the Department's reproduction processes.

Attachments: Sample of Revised Title Sheet Sample of Revised Federal-Aid Block Sample of Full Size, Revised Signature Block



Sample of Title Sheet for Construction Plans

REVISED FEDERAL-AID BLOCK

STATE	FED. AID.	PROJ.	NO.	FISCAL YEAR	SHEET NO.	TOTAL SHEETS
MASS.		_				
	PROJEC	T FII	LE	NO.		

(ACTUAL SIZE)



	MASSACHUSETTS HIGHWAY DEPARTMENT RECOMMENDED FOR APPROVAL		
	CHIEF ENGINEER APPROVED	Date	
	MHD COMMISSIONER	Date	
DEPARTMENT OF TRANSPORTATION FEDERAL HIGHWAY ADMINISTRATION APPROVED			
DIVISION ADMINISTRATOR Date	ASSOCIATE COMMISSIONERS	Date	

4.

Sample of Signature Block (Actual Size)