

MTI Drafting Standards Quality Assurance Checklist for Profiles

DATE: _____

DRAWING FILENAME: _____

PATH IN MTI DATABASE: _____

DRAWN BY: _____

CHECKED BY: _____ Preliminary: _____ Final: _____

REVISED BY: _____ Date: _____

NOTE:

- > Not all items on this list will be applicable to every drawing, the **MTI Standard Engineering Drawings for Profiles** and the **MTI CADD Standards and Plans Preparation Manual for Roadway Projects** should be used in conjunction with this checklist. > CADD personnel should utilize the checklist prior to notifying Regional Management for review.
- > If revisions required, see NOTES on Comments page.

ACCEPTABLE
 TO BE ADDED
 N/A
 REVISE

TITLE BLOCK

1 **Profile Title Block**

- a> Use Standard Title Block cell (cell library).
- b> Large Title Block to be used for Profiles less than 1.5 meters in length, located on right end of grid.
- c> For larger Profiles, they should have the small Title Block on the left with the large on the right.
- d> Use appropriate sized Grid, (use cell) may be edited for size.
- e> Other.

2 **Sketch of Location**

- a> Location of project, North Arrow, Road Shields.
- b> Ensure SEC, TWP, RGE are labeled correctly.
- c> See CADD Standards Manual.
- d> Other.

3 **Soil Legend**

- a> Edit legend to show applicable soil types, use cell patterns.
- b> Soil bore hole information to be shown on grid at top of profile.
- c> Include station below soil log, (see Standard Drawings).
- d> Other.

TITLE BLOCK (con't)

- | | ACCEPTABLE | TO BE ADDED | N/A | REVISE | |
|----|--------------------------|--------------------------|--------------------------|--------------------------|--|
| 4 | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Schematic Legend / Profile Legend
<i>a> Legends, generally do not need to be edited.</i>
<i>b> Legend to reflect features as shown or required.</i>
<i>c> Ensure legend existing / proposed features are correct, (culverts, bridges).</i>
<i>d> Other.</i> |
| 5 | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Revisions Box
<i>a> To be completed if applicable.</i>
<i>b> Date of revision to be in day, month, year format.</i>
<i>c> See CADD Standards Manual for procedures on revisions.</i>
<i>d> Other.</i> |
| 6 | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Survey Data Location
<i>a> Appropriate path to data on MTI server</i>
<i>b> Other.</i> |
| 7 | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Environmental Approvals. (This needs to be filled in, before plotting to mylar)
<i>a> Check with Project Manager for this information.</i>
<i>b> The issued number is to be used, not the date of the letter.</i>
<i>c> Other.</i> |
| 8 | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Proposed Profile of; Project Description
<i>a> Should match tender as close as possible, match DDD.</i>
<i>b> Identify type of work proposed.</i>
<i>c> Use standard abbreviations, see CADD Standards Manual.</i>
<i>d> Other.</i> |
| 9 | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Legal Description
<i>a> Ensure legal description is correct, including Administrative Jurisdictions, (RM / Parish / City / Town / etc.).</i>
<i>b> Boundaries; Province, City, RM, Town, Indian Reserves, International, etc.</i>
<i>c> Check other legal information for accuracy, Section, township, Range, River Lots.</i>
<i>d> Use standard abbreviations, see CADD Standards Manual.</i>
<i>e> Other.</i> |
| 10 | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Prepared By, Date Drawn, Scales, MTI Path, Profile No.
<i>a> Prepared by Region No. (01, 02, 03, etc.).</i>
<i>b> Date drawn, date to be updated when changes or corrections are made.</i>
<i>c> Date to be in day, month, year, format.</i>
<i>d> Scales shown are correct.</i>
<i>e> Region File No., MTI path, filenames to follow MTI naming conventions, see CADD Standards Manual.</i>
<i>f> Profile No. is issued by HPD.</i>
<i>g> Other.</i> |

PROFILE SCHEMATIC DRAWING (Stick Plan)

ACCEPTABLE	TO BE ADDED	N/A	REVISE	
11	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>Standard North Arrow and Road Shields.</p> <p><i>a> Use applicable cells.</i></p> <p><i>b> Provincial Access Roads, show name & number, e.g. St. Leon Access (02666010)</i></p> <p><i>c> Other.</i></p>
12	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>Project Limits</p> <p><i>a> Show Start of project and End of project at appropriate stations, use cells.</i></p> <p><i>b> Other.</i></p>
13	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>Stationing, Match Lines, Orientation of Text.</p> <p><i>a> Orientation of stationing / text to follow Standard Drawings, also see CADD Standards Manual.</i></p> <p><i>b> Try to keep Match Lines on Municipal roads.</i></p> <p><i>c> Reference stations at top and bottom of sheet.</i></p> <p><i>d> Other.</i></p>
14	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>Centerline, Mile lines, Quarter lines, ROW, etc.</p> <p><i>a> Locations to match Legal Plans.</i></p> <p><i>b> Show curve data. Show B.C. and E.C. locations, include stations.</i></p> <p><i>c> Show all right of ways (Hwys, Hydro, Railways, Pipelines, Drains, Municipal roads, easements, etc.).</i></p> <p><i>d> Orientation of stationing / text to follow Standard Drawings, also see CADD Standards Manual.</i></p> <p><i>e> Other.</i></p>
15	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>Legal Information</p> <p><i>a> Check for accuracy. (Section, Township, Range, River Lots).</i></p> <p><i>b> Ensure all Boundaries are shown and correct.</i></p> <p><i>c> Boundaries; Province, City, RM, Town, Indian Reserves, International, etc.</i></p> <p><i>d> Check appropriate line styles, weights and text size.</i></p> <p><i>e> Other.</i></p>
16	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>Topography Information</p> <p><i>a> Show all drains, waterways and bridges.</i></p> <p><i>b> Other.</i></p>
17	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>Culverts / Crossing Information</p> <p><i>a> Show all culverts that are proposed and existing to be removed. If existing culverts are part of proposed drainage, they are to be shown as well., all others should not be shown when plotting to mylar.</i></p> <p><i>b> Show all proposed and existing crossings to be removed, as well as proposed block crossings.</i></p> <p><i>c> Label stations and work to be done, (remove, replace, extend, fill, etc.).</i></p> <p><i>d> Show dimensions and type (steel, concrete, etc.) use appropriate abbreviations, see CADD Standards Manual.</i></p> <p><i>e> Drainage Arrows, (use cell "Profile Proposed Drainage Arrow Stick Plan"), show existing and proposed direction of flow.</i></p> <p><i>g> Other.</i></p>

ACCEPTABLE
TO BE ADDED

N/A

REVISE

PROFILE VERTICAL ALIGNMENT

- 18 **Reference Elevations and Ditch Profiles**
a> Elevation Datum to be on left and right of profile, if long profile, include more frequently.
b> Label top (left) and Bottom (right) ditches (N. S. E. W.).
c> Other.
- 19 **Existing Ground Profiles**
a> Show existing centerline of survey alignment, ditch and prairie profiles.
b> Use appropriate line styles and label accordingly.
c> Other.
- 20 **Proposed Roadway**
a> Show centerline (subgrade and or finished grade), encapsulate text, (see Standard Drawings).
b> Tangent gradients for CL need only be shown on bottom (right of CL) profile.
c> Label stations and elevations at breakpoints, (Vertical curves; BCs, ECs, PIs).
d> Show vertical curve data (K, A and LVC).
e> Show ditches, including tangent gradients and breakpoint elevations.
f> Future gradelines (for staged contracts) show in color = CO9, label description.
g> Other.
- 21 **Drains / Offtake Information**
a> Information to be shown if applicable, (see Standard Drawings).
b> Show cardinal direction.
c> Show existing and proposed ditch grades.
d> Use appropriate line styles and label accordingly.
e> Show elevations, stationing and scale.
f> Other.
- 22 **Profile of Connecting Roads**
a> Information to be shown if applicable, (see Standard Drawings).
b> Show cardinal direction.
c> Show existing and proposed ditch grades.
d> Use appropriate line styles and label accordingly.
e> Show elevations, stationing and scale.
f> Show top of subgrade and finished surface.
g> Other.

