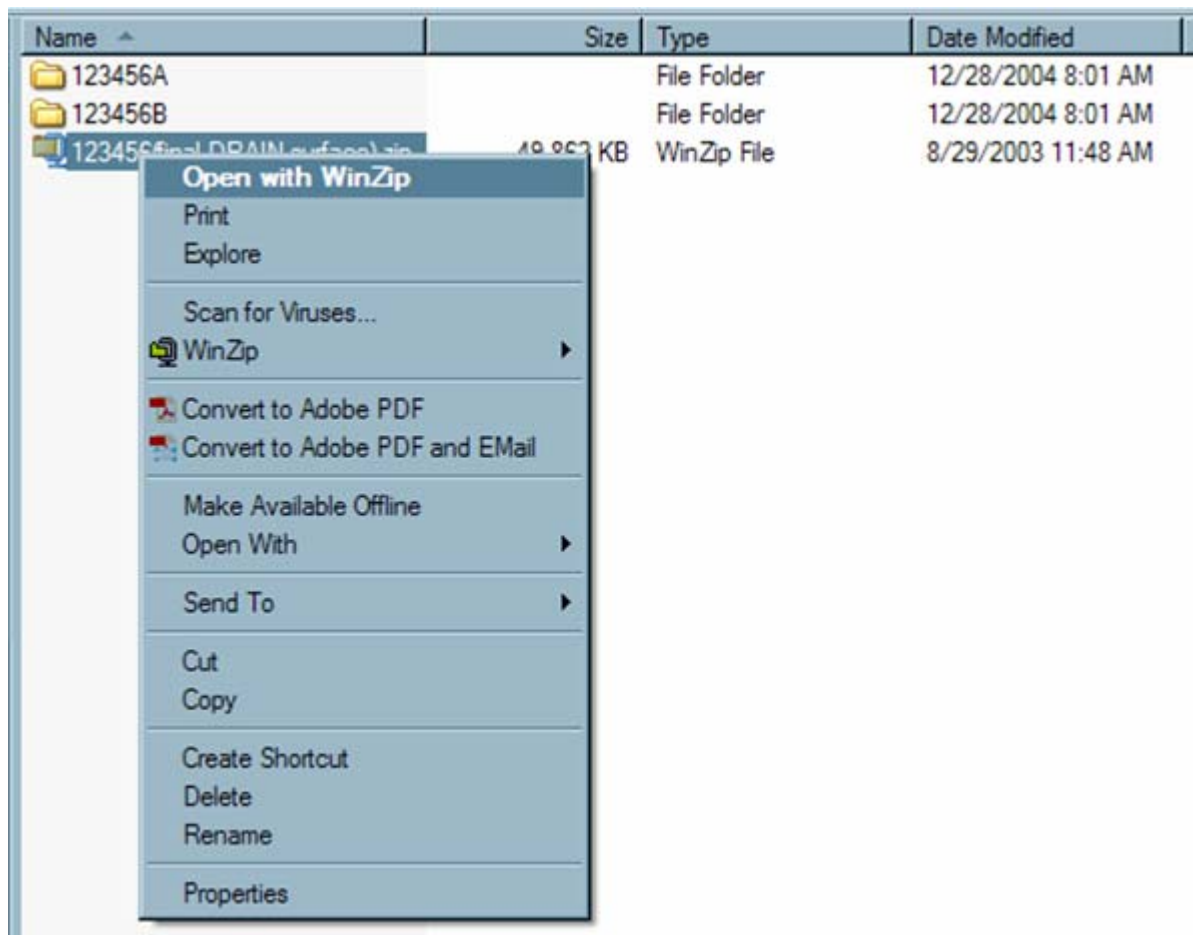


CAiCE Electronic Design Files Checklist

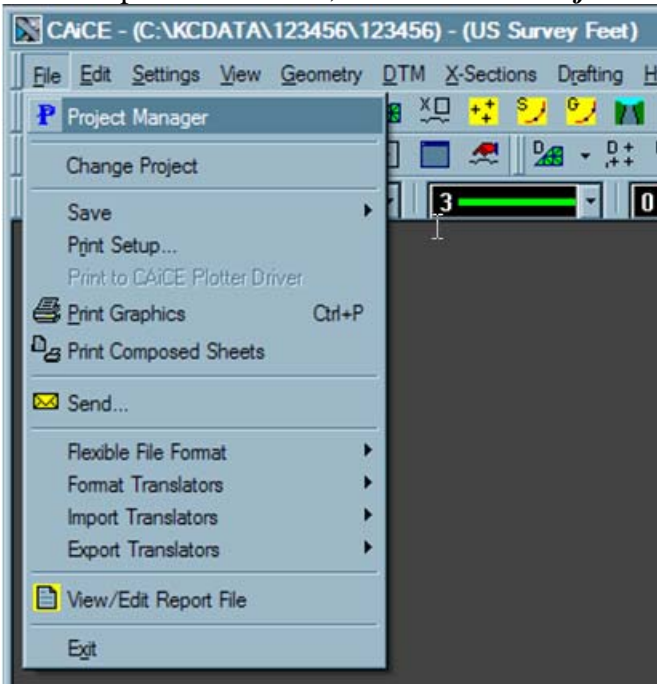
- 1. **CAiCE Archive File:** The CAiCE electronic design files should be delivered to the Department in a CAiCE archive format (i.e.: 123456.zip).

- 2. **Project Name:** All project names in CAiCE will be the P.I. Number of the project. For projects with **new** TPRO project numbers, the CAiCE project name will be the **last** six digits of the TPRO project number (i.e.: TPRO project number = 0001234 so CAiCE project name = 001234).

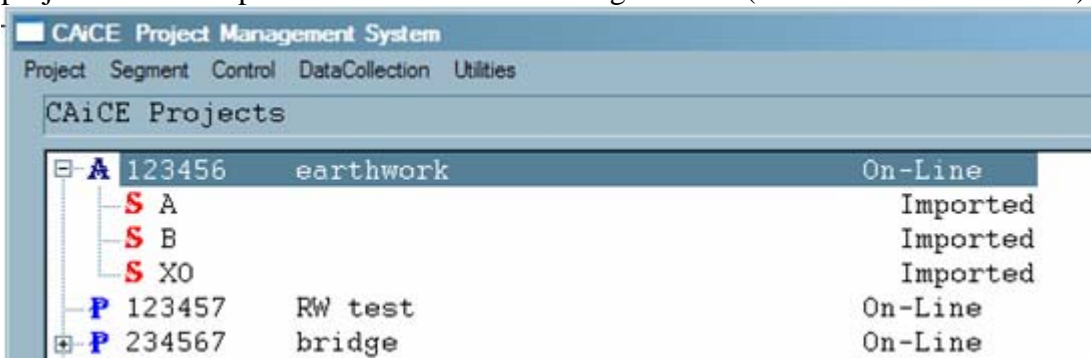
The name of the archive file is not necessarily the same as the project name. You may check in the archive file for the correct project name *before* unarchiving the project by opening the archive file with WinZip. You should see numerous files which have the same name as the project but each with a different extension (i.e.: 123456.go4, 123456.ini, 123456.pt4, etc.).



- 3. **Segment Names:** The CAiCE project data set must include all of the segments needed to cover the original survey data (see *Survey Processing Guidelines, Fourth Edition, Version 1.4, 3/15/04*, pages 7 and 8). For in-house projects, the design data set **should not include** any enhancement segments **except** for the original field enhancement segment **XO** for an aerial mapped project. For consultant projects, all enhancement segments should be included in the data set (i.e.: **XO, XA, XB, XC**, etc.).
To check the segment names, open the *CAiCE Project Management System* dialog. From the main pull down menu, select **File >> Project Manager** (see the illustration below).



In the *CAiCE Project Management System* dialog, click on the “+” symbol next to the project name to expand the tree and view the segment list (see the illustration below).



- **4. SRV Files:** These text files contain all of the survey data which is imported into the CAiCE database. The naming convention for the SRV file is “project name” + “segment letter(s)” (i.e.: 123456a.srv, 123456b.srv, 123456xo.srv, etc.). The “segment letter(s)” portion of the name must match the letter(s) of the segment through which the SRV file was imported into the database. This letter(s) will also be the name of the segment folder in the project directory where the SRV file resides (i.e.: C:\KCdata\123456\A\123456a.srv). Open each SRV file and check the points and survey chains to ensure that they are on the appropriate zone for the given segment as shown in the chart below.

Segment	Zone		Segment	Zone
A	10		N	23
B	11		O	24
C	12		P	25
D	13		Q	26
E	14		R	27
F	15		S	28
G	16		T	29
H	17		U	30
I	18		V	31
J	19		W	32
K	20		X	33
L	21		Y	34
M	22		Z	35

The following illustration shows the location of the zone information in the SRV file. Some survey chains *may* include one or two points on the zone(s) associated with the adjacent segment(s). All of the survey chains should be on the appropriate zone for the given segment.

Survey chain zone →

Point zone →

```

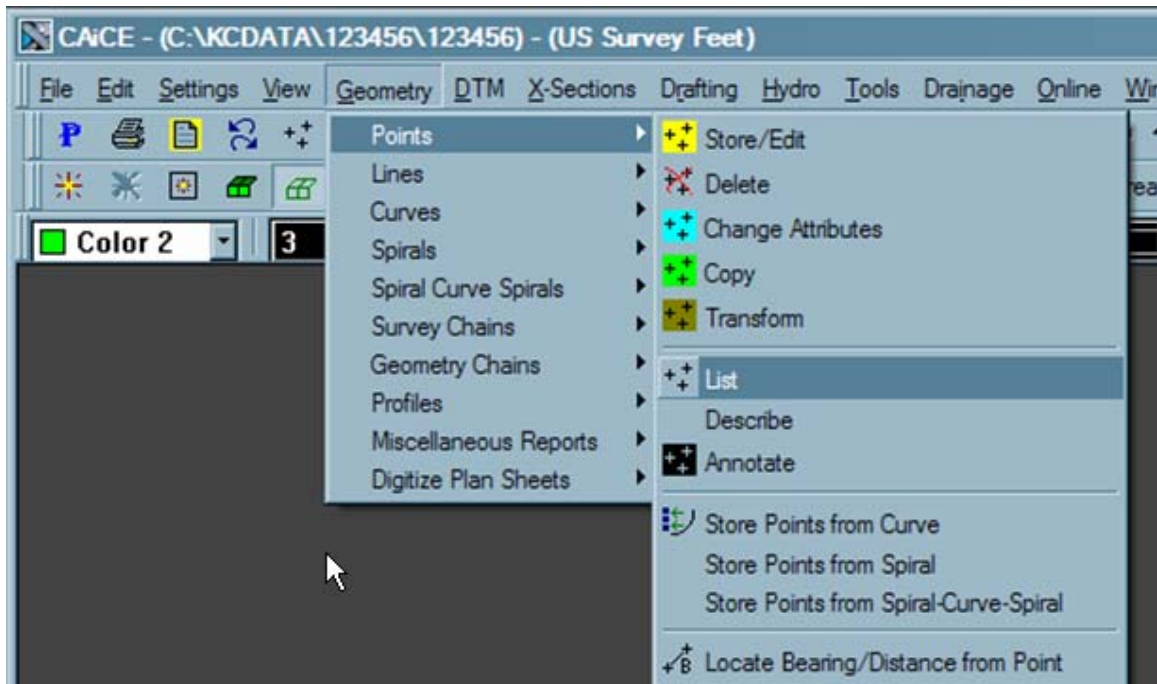
BEGIN DMA1 G 10 0.000000 EP
P G 10 1957776.6300 1356970.5310 1130.8590 EP DMA1
P G 10 1957761.7900 1357038.7210 1127.0750 EP DMA2
P G 10 1957745.9400 1357110.1410 1122.4000 EP DMA3
P G 10 1957729.3000 1357180.1810 1117.4200 EP DMA4
P G 10 1957715.4500 1357247.5510 1112.6330 EP DMA5
P G 10 1957707.7200 1357285.4910 1109.7210 EP DMA6
P G 10 1957692.1000 1357361.4410 1104.4440 EP DMA7
P G 10 1957679.5400 1357425.5610 1099.7700 EP DMA8
P G 10 1957665.9100 1357494.7710 1094.6950 EP DMA9
P G 10 1957649.6600 1357575.7110 1088.9460 EP DMA10
P G 10 1957642.5500 1357609.7210 1086.7280 EP DMA11
END

```

- **5. Project Data Sheets:** The standardized project data sheets are described in the *Guidelines for Processing Design Data in CAiCE, Seventh Edition, Version 1.4, 3/15/04*, pages 1-6 through 1-10. The project data sheet files should reside in the *Documentation* folder in the project directory (i.e.: *C:\KCDATA\123456\Documentation\Project_Data_Sheet_MultipleAlign.doc*). There should be **at least** two project data sheets for each project; one for alignments and associated objects and files, and one for required right of way objects. If the drainage system was designed in CAiCE, there should be an additional project data sheet for drainage objects and files, as described in the *Guidelines for Processing Drainage Data in CAiCE, First Edition, Version 1.1, 3/15/04*, pages 1-5 through 1-7.

- **6. Design Data Objects Naming Conventions:** The standard design object naming conventions are prescribed in **Table 1.1** of the *Guidelines for Processing Design Data in CAiCE*, page 1-2. It is critical that design points fall into the prescribed number range. The naming conventions for all other design objects were established in September 2002 and all projects started since that date should comply with these conventions. For projects with a drainage system designed in CAiCE, the standard drainage object naming conventions are prescribed in **Table 1.1** of the *Guidelines for Processing Drainage Data in CAiCE*, page 1-1. Database objects may be checked for naming convention compliance by viewing a list of each type of design object. The following list of command sequences will allow you to review these object lists for naming convention compliance:

Geometry >> Points >> List
Geometry >> Curves >> List
Geometry >> Geometry Chains >> List



The database will also include survey data objects. The following information on survey data naming conventions is included to minimize confusion about the data object names in the database. The *Survey Processing Guidelines* is the reference document for this information.

Aerial mapped points: “DM” + “segment letter” + “point number” (i.e.: DMA1, DMC5347, DMM742, etc.)

Field surveyed points: “SV” + “segment letter(s)” + “point number” (The range for field surveyed point numbers is 1 through 9999.)

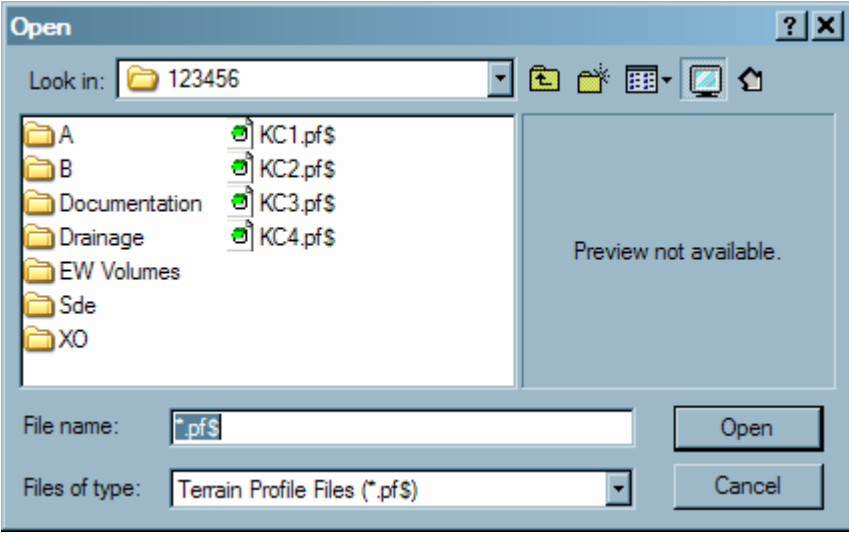
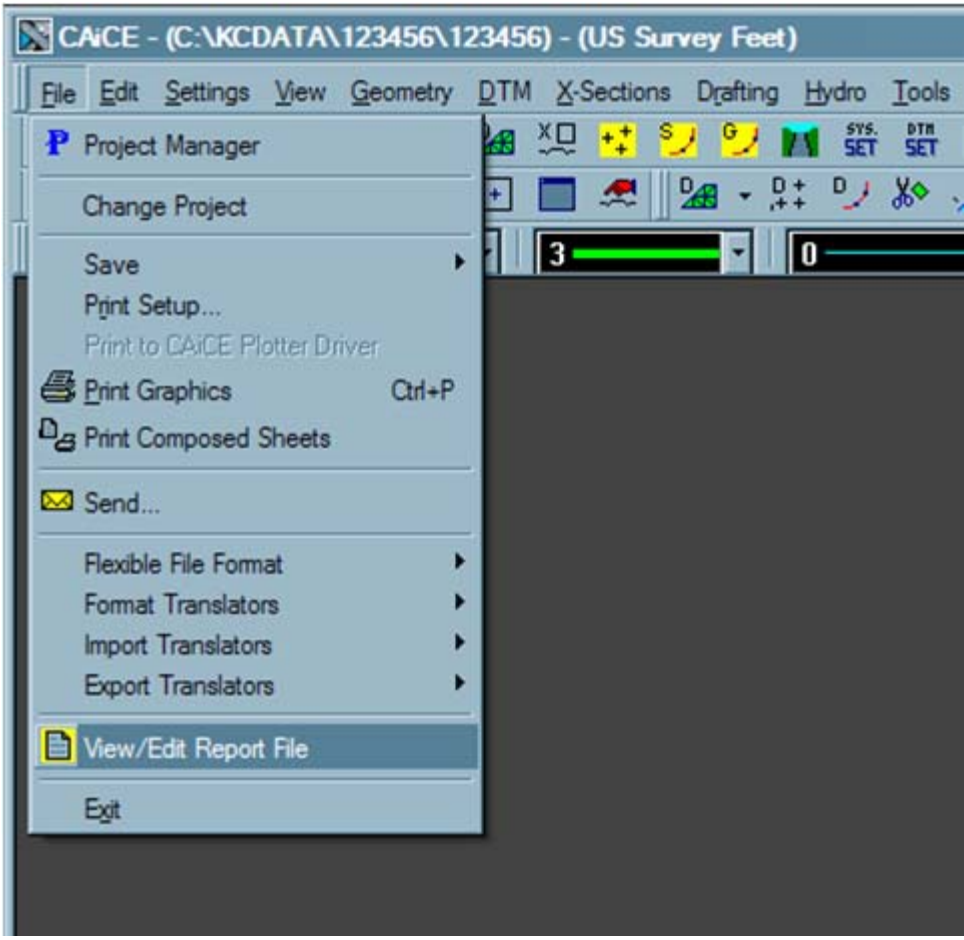
Field surveyed points will be included in both *aerial mapped projects* and *full field surveyed projects*.

In *aerial mapped projects*, field surveyed points will be named SVXO#, SVXA#, SVXB#, and so on through the final additional survey data segment used. All numbers, regardless of the prefix used, must be consecutive.

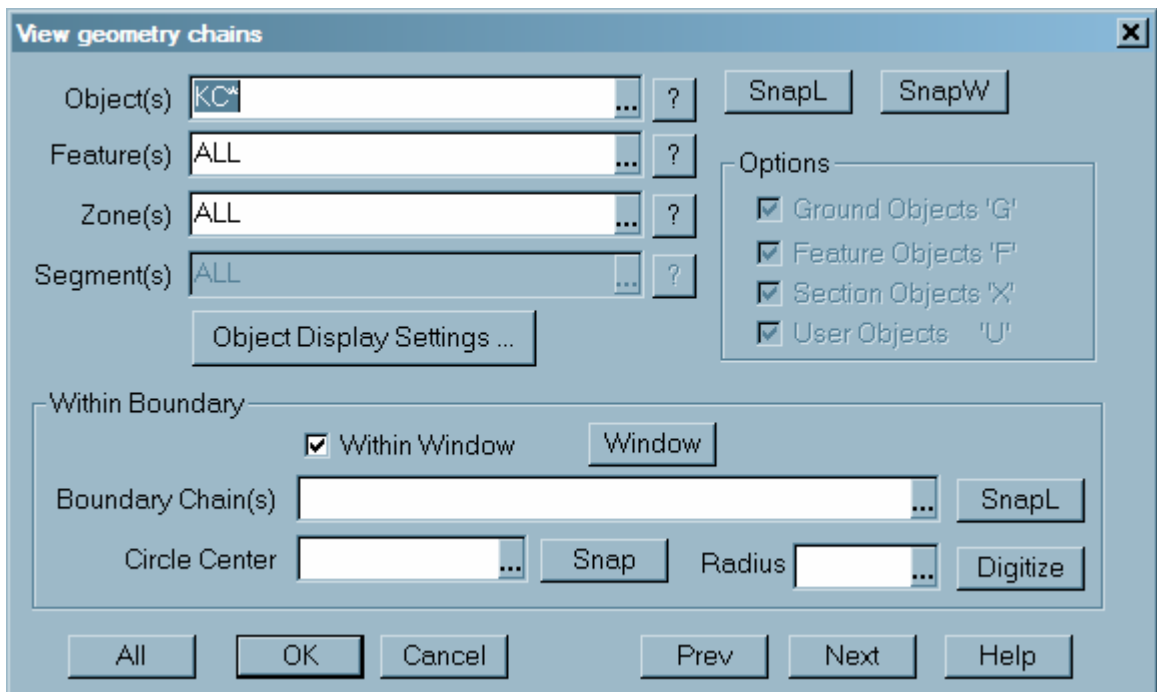
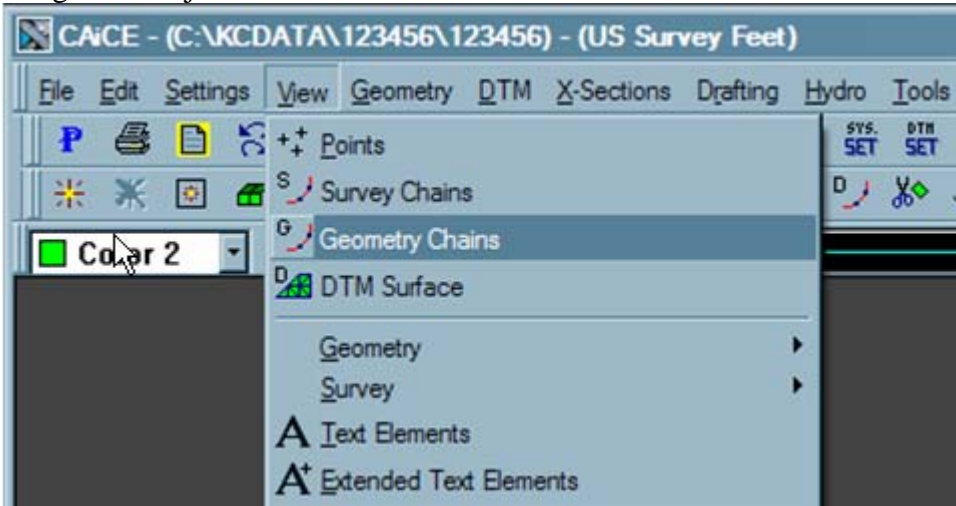
In *full field surveyed projects*, field surveyed points will be named SVA# and so on through all original survey segments (this will normally be only one segment). These projects may also include points named SVXA#, SVXB#, and so on through the final additional survey data segment used. All numbers, regardless of the prefix used, must be consecutive.

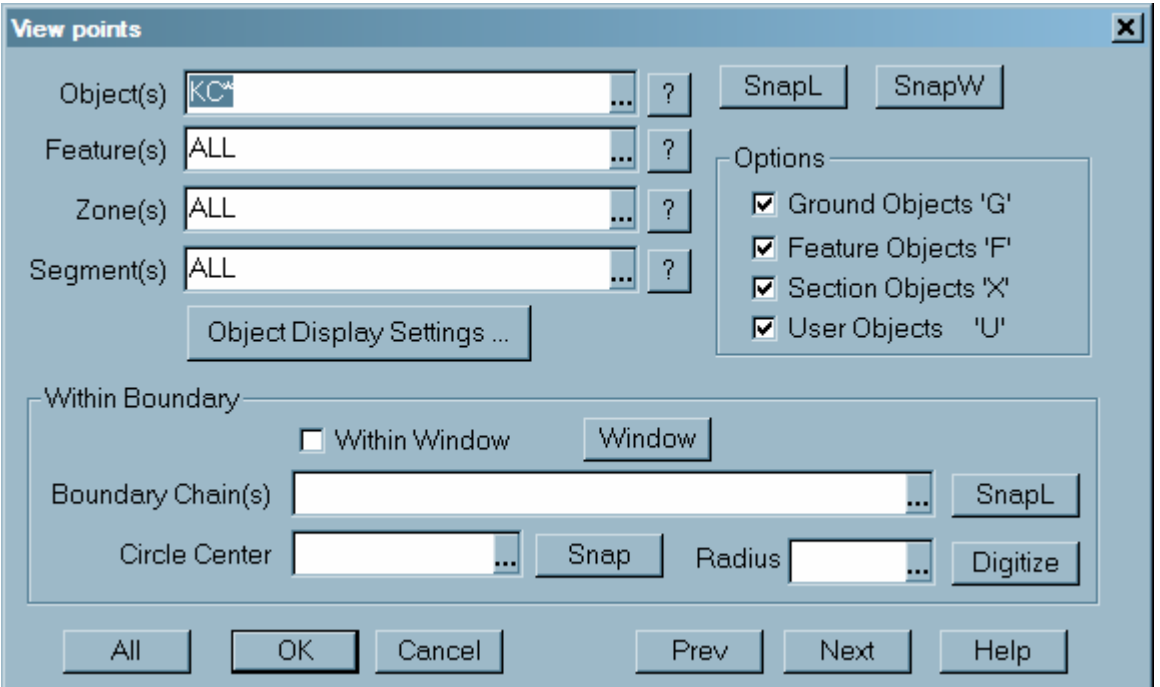
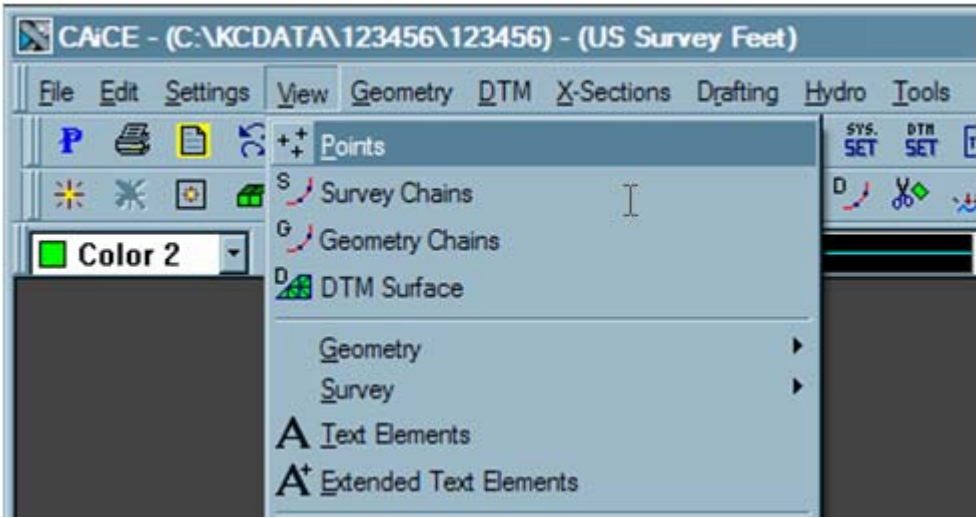
If any of the field surveyed points exceed the prescribed number range, documentation of the additional point range should be included in the *Documentation* folder. Survey chains and geometry chains processed as survey data will follow the same naming conventions as the survey points.

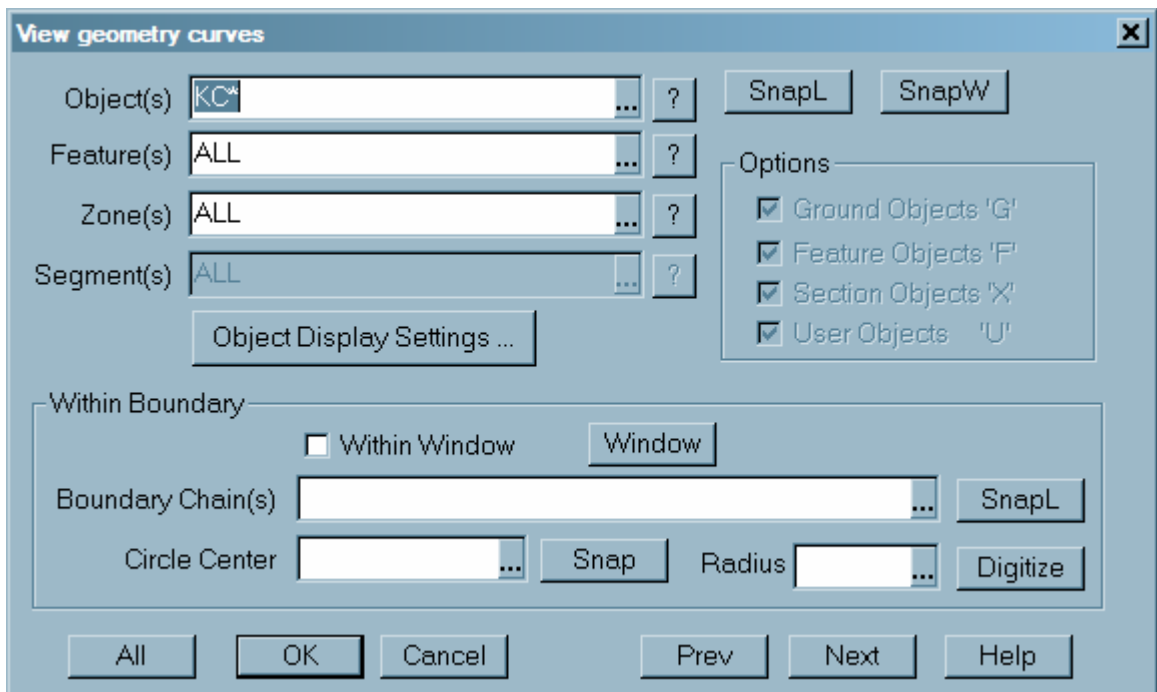
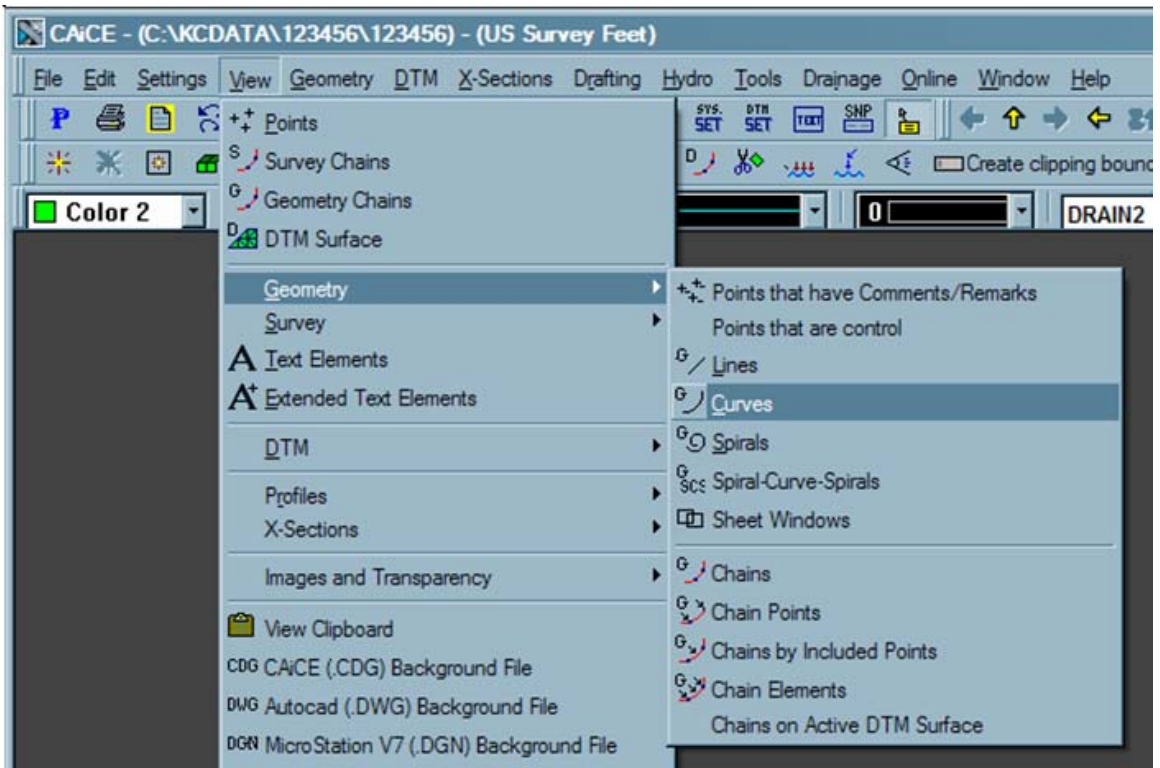
- **7. Design Files Naming Conventions:** The standard design file naming conventions are prescribed in **Section 1.2** of the *Guidelines for Processing Design Data in CAiCE*, page 1-4. For projects with a drainage system designed in CAiCE, there are standardized naming conventions for DTM surfaces and associated files. These naming conventions are prescribed in **Section 1.2** of the *Guidelines for Processing Drainage Data in CAiCE*, pages 1-2 and 1-3. You may check these files for naming convention compliance by using the command sequence **File >> View/Edit Report File** to view the *Open* dialog. In the *File Name:* field, type an asterisk followed by a period and the extension for the given file type (i.e.: *.pf\$) and then press the *Enter* key on the keyboard. This will display all of the files of that type in the project directory as shown in the illustration on the following page. An alternative method is to use Windows Explorer to view a list of the files in the project directory. The naming conventions for the CAiCE design files were established in September 2002 and all projects started since that date should comply with these conventions.



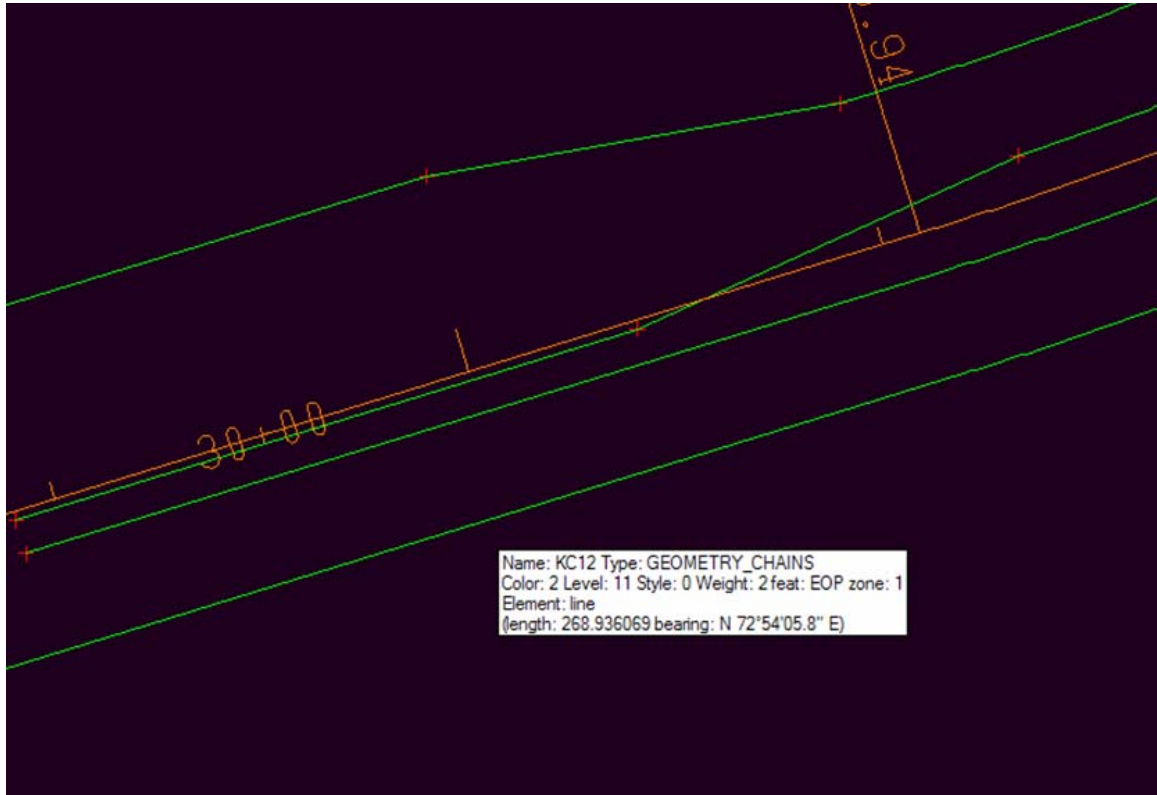
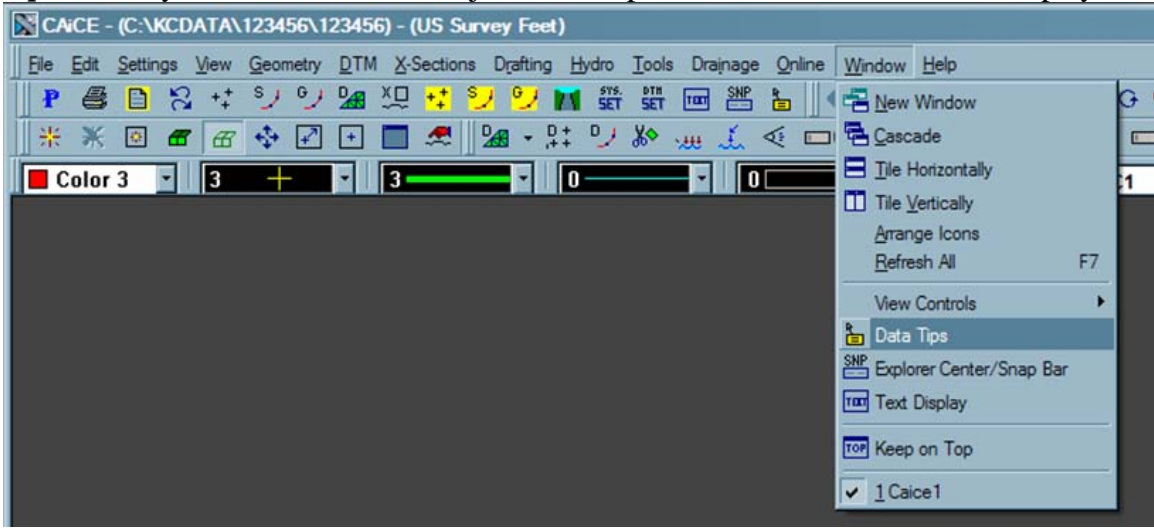
- 8. **Zone:** Design data objects should be on zones 1 through 9 **only**. To spot check the design data for proper zone assignment, use the command sequences shown below to view the design data objects.





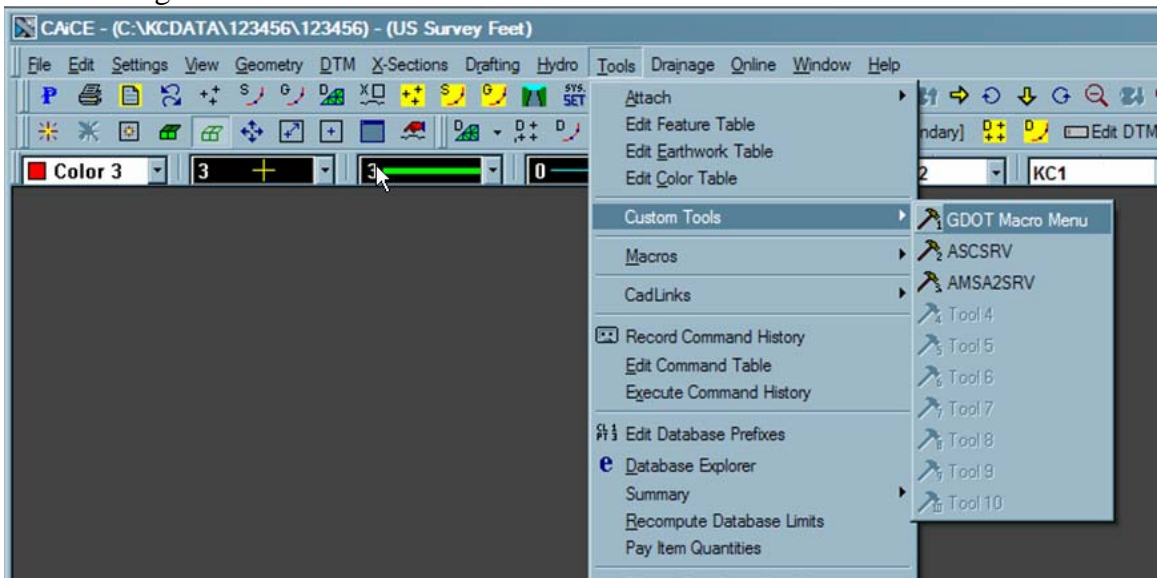


Activate the *Data Tips* feature in CAiCE by using the command sequence **Window >> Data Tips**. Place your cursor on a data object and the pertinent information will be displayed.

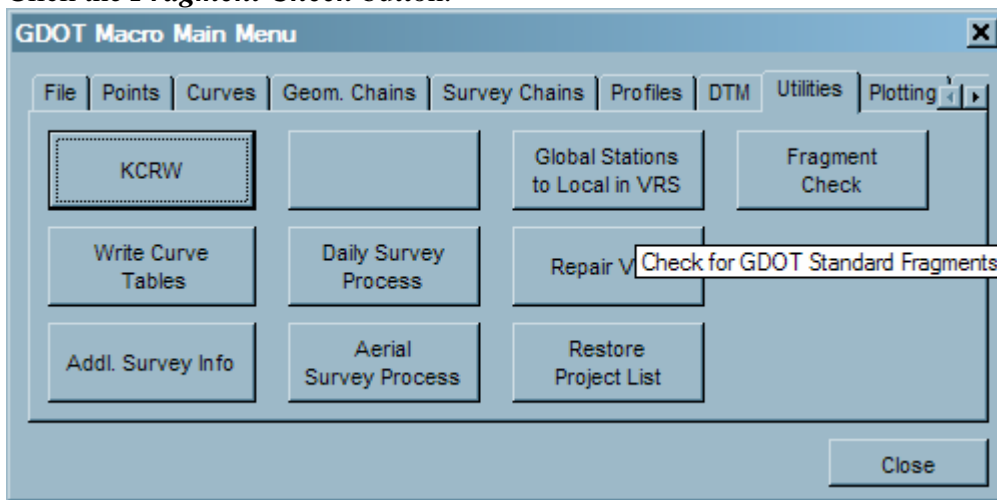


- **9. Feature Codes:** Standard feature codes for design objects are prescribed in **Table 1.2** of the *Guidelines for Processing Design Data in CAiCE*, page 1-3. It is critical that alignment objects and right of way objects have the correct feature code assigned. You may spot check these objects for appropriate feature code assignment by using the *Data Tips* feature as described in Step 8.

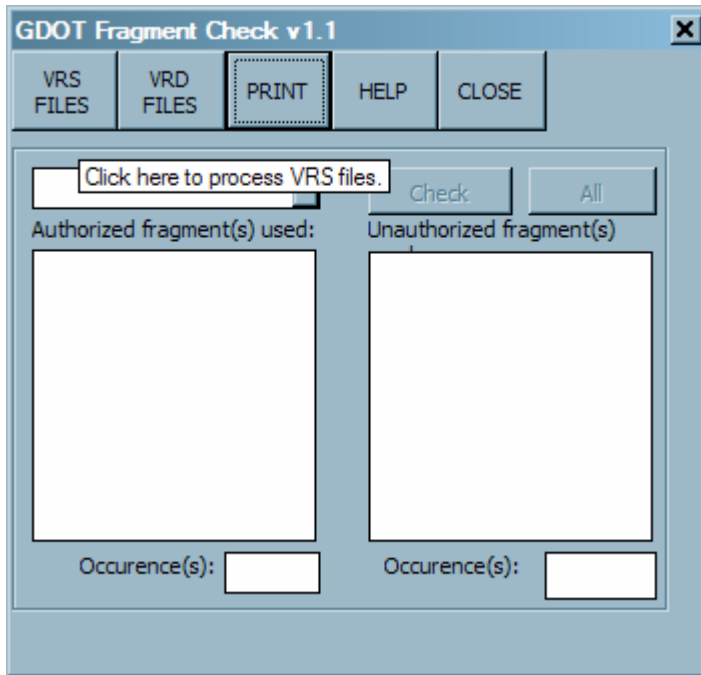
- **10. Fragments:** Check the cross section design files (*.vrs) to ensure that only GDOT approved fragments were used. If unapproved fragments were used, documented approval by the project manager should be included in the *Documentation* folder. In addition, the fragment files and any other files necessary to make these fragments work, along with detailed instruction for their use, must be included with the data set, preferably in a separate sub-folder. Use the command sequence shown in the following illustrations to check the cross section design files.



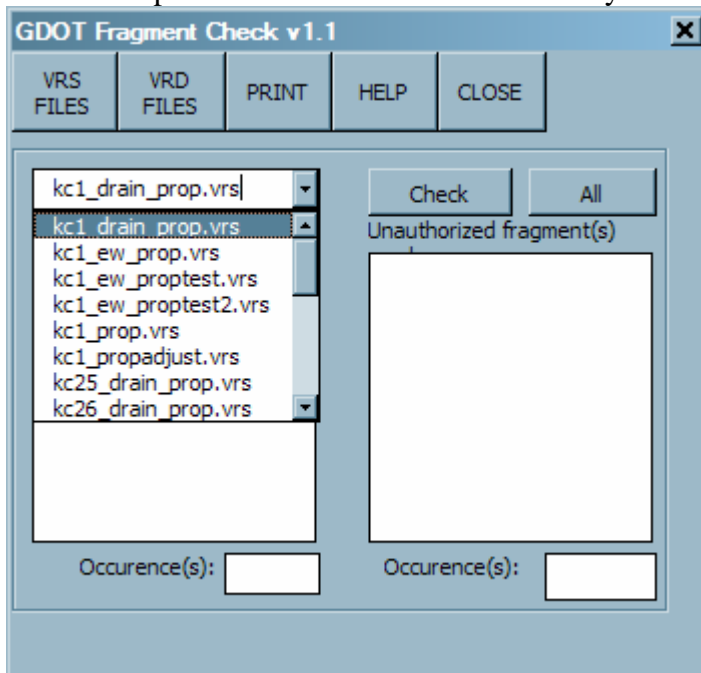
Click the ***Fragment Check*** button.



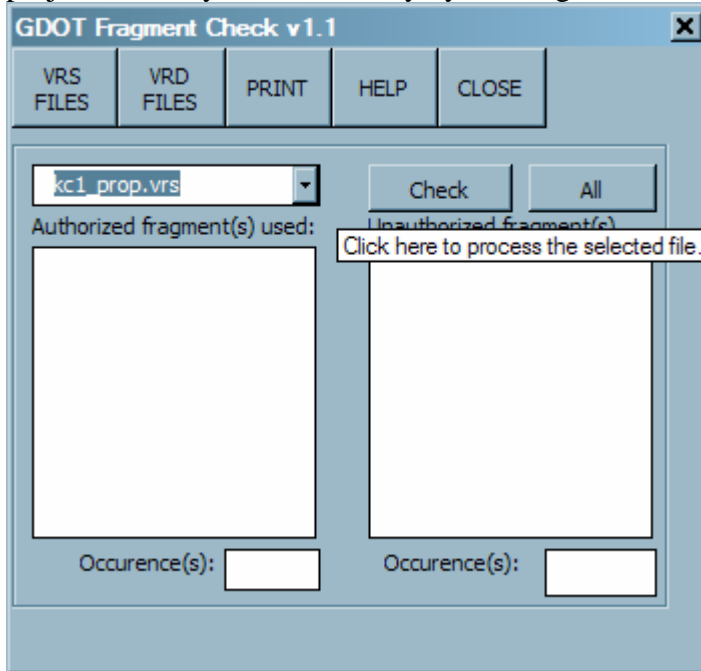
Click the *VRS Files* button.



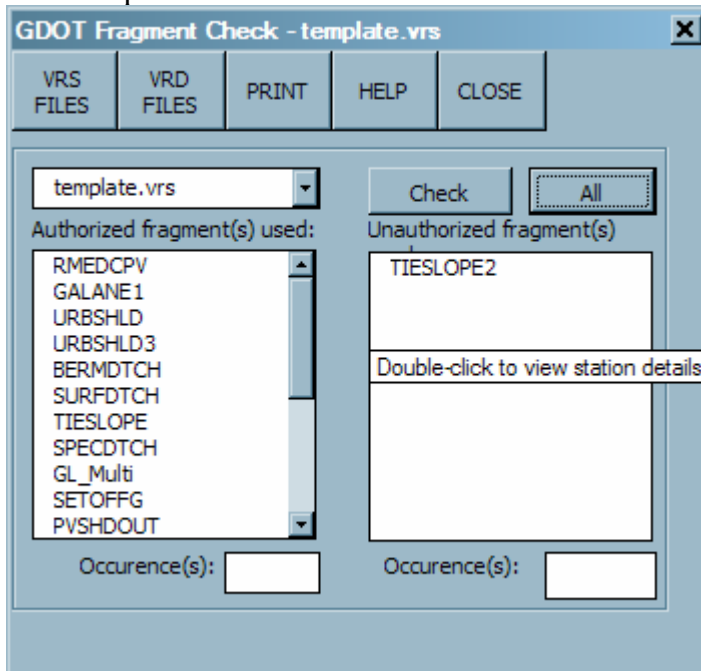
Use the drop-down list to choose the VRS file you wish to check.



Click the **Check** button to process the chosen VRS file. You may check all VRS files in the project directory simultaneously by clicking the **All** button.



Any unapproved fragments will appear in the field on the right. Click the **Print** button to view a report of the results.



- **11. Electronic Documentation Files:** In addition to the documentation referred to in Steps 5, 6, and 10, the *Guidelines for Processing Design Data in CAiCE* includes the following documentation requirement as stated in the Preface:

If there is any approved deviation from the standard file and data naming/feature code conventions as prescribed by this document, a detailed description of the deviation(s) and approved reasons for the deviation(s) shall be documented and included with the project files in electronic format.

All electronic documentation files shall be provided in a Microsoft Word format and located in a *Documentation* sub folder of the project directory.

- **12. Files for Contracts Administration:** The files to be provided to Contracts Administration (described in **Section 7.3** of the *Guidelines for Processing Design Data in CAiCE*, pages 7-3 through 7-6) should be placed in a *Contractor* sub folder in the project directory.