

Workflow MS 8 - Title Sheet Vicinity Map

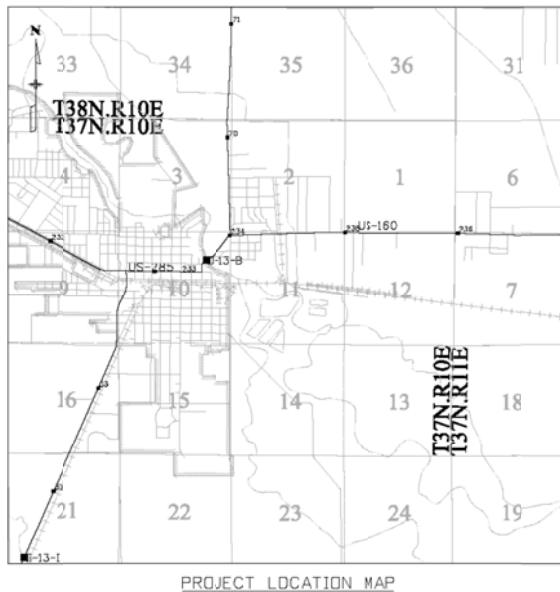
This document defines the procedure for inserting a Vicinity Map into the Project Title Sheet.

Vicinity Map Insertion Procedure

1. Open the project title sheet from the ProjectWise project location or from the local project directory.
2. County Maps for all counties within Colorado have been translated from GIS information, and can be found on the Shared Drive [\\public\CADD County Maps\](#). These maps are used to build your Vicinity Map. The County of interest should be copied to your Drawings folder so it can then be attached as a reference file to the Title Map. The local map can be edited as desired without affecting the original.

Note: If choosing to attach the map directly from the Shared Drive as a reference file, the map will remain in a read-only state. No editing will be allowed nor will saving additional views be permitted.

Title Map Example

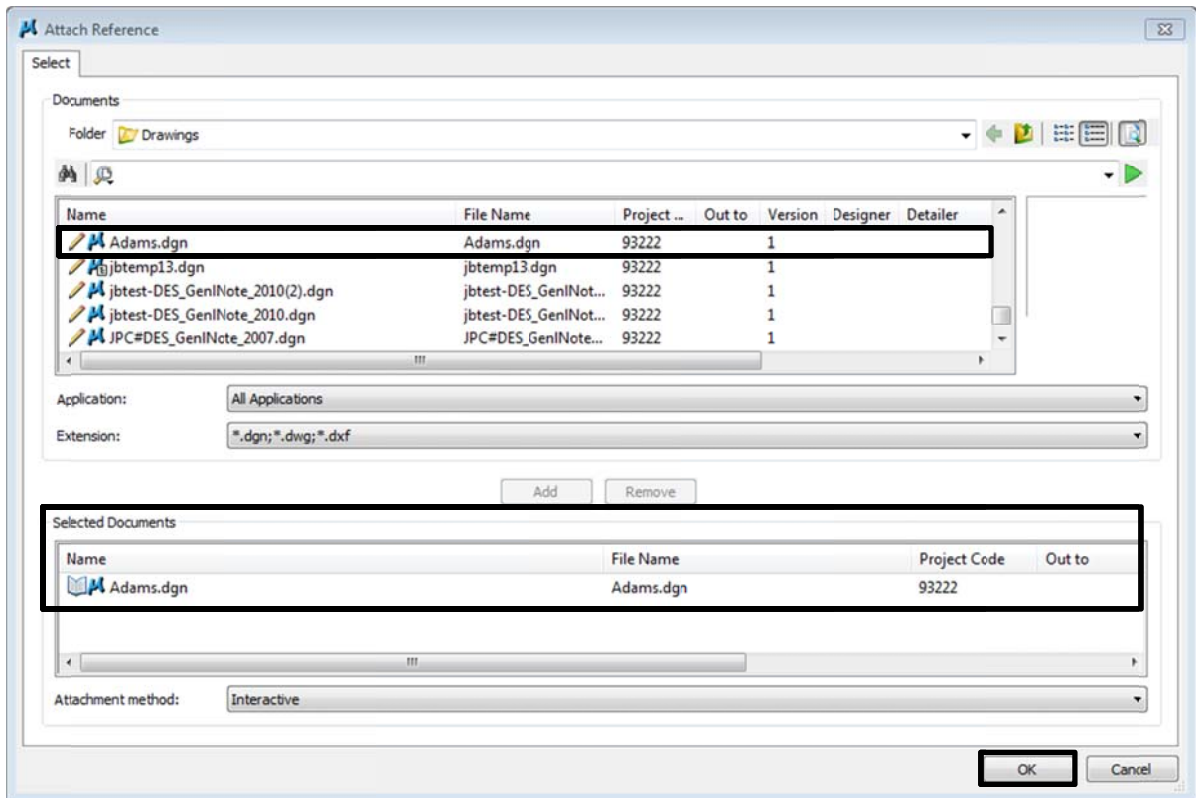


Reference File Attachment

The county map will be attached as a reference file to the Title Sheet.

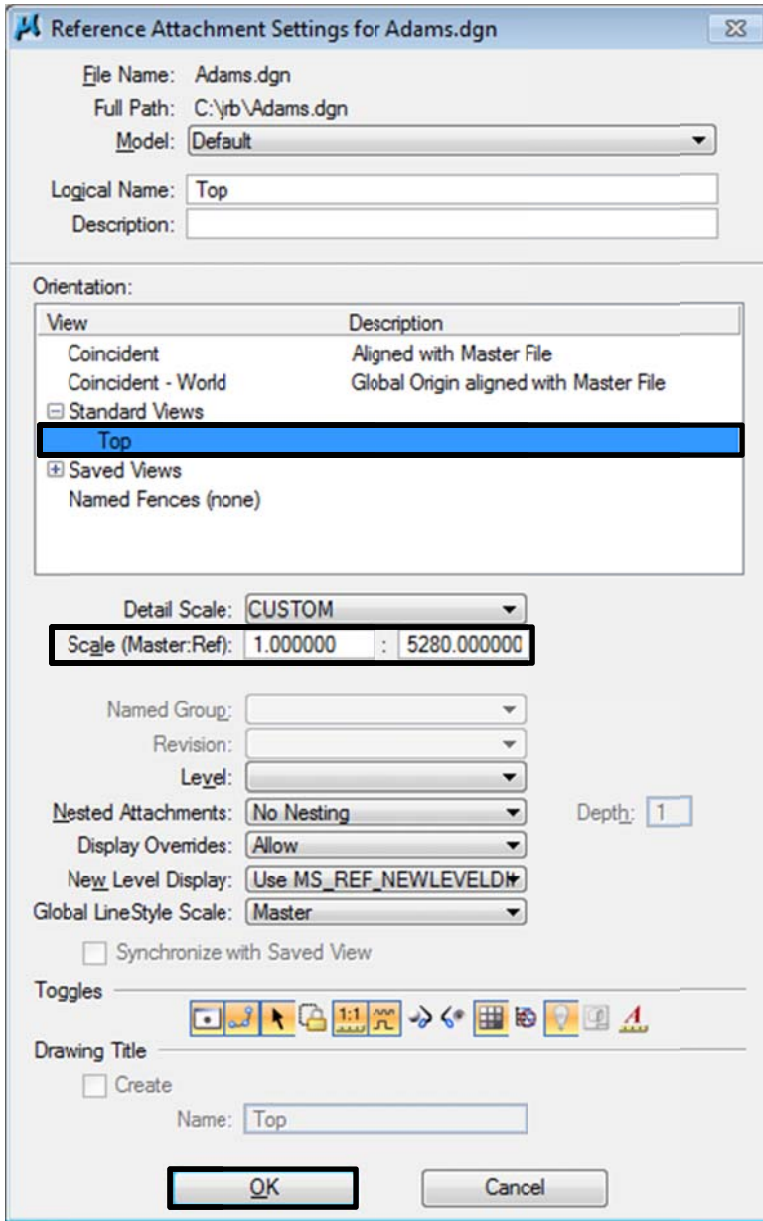
1. Select **File > Reference** to open the **References** dialog box.

2. Select **Tools > Attach**, navigate to the correct directory, select the file and **double-click** on the file name to add it to the list of **Selected Documents**, then **<D> OK**.



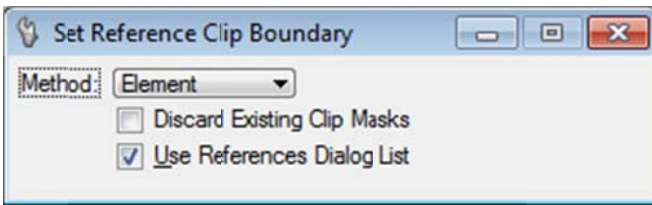
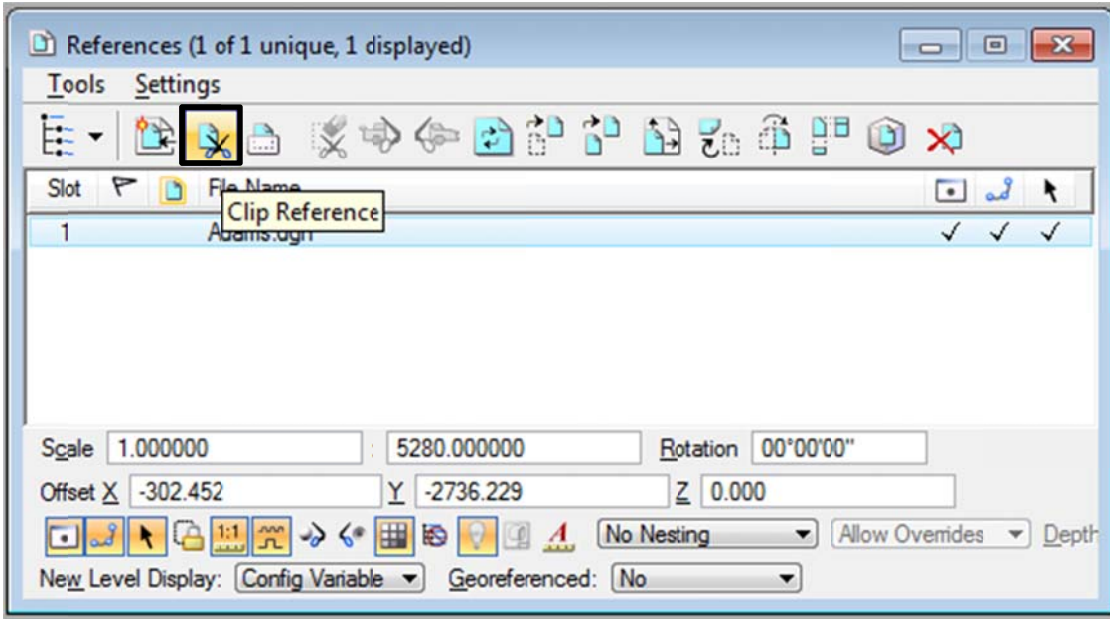
The **Reference Attachment Settings** dialog box will appear. The Map has been designed to be inserted at a scale factor of 1:5280 (Master: Reference).

3. **<D>** the **+** next to **Standard Views** and select **Top**.
4. Set the scale to 1:5280 as shown below.
5. **<D> OK**.

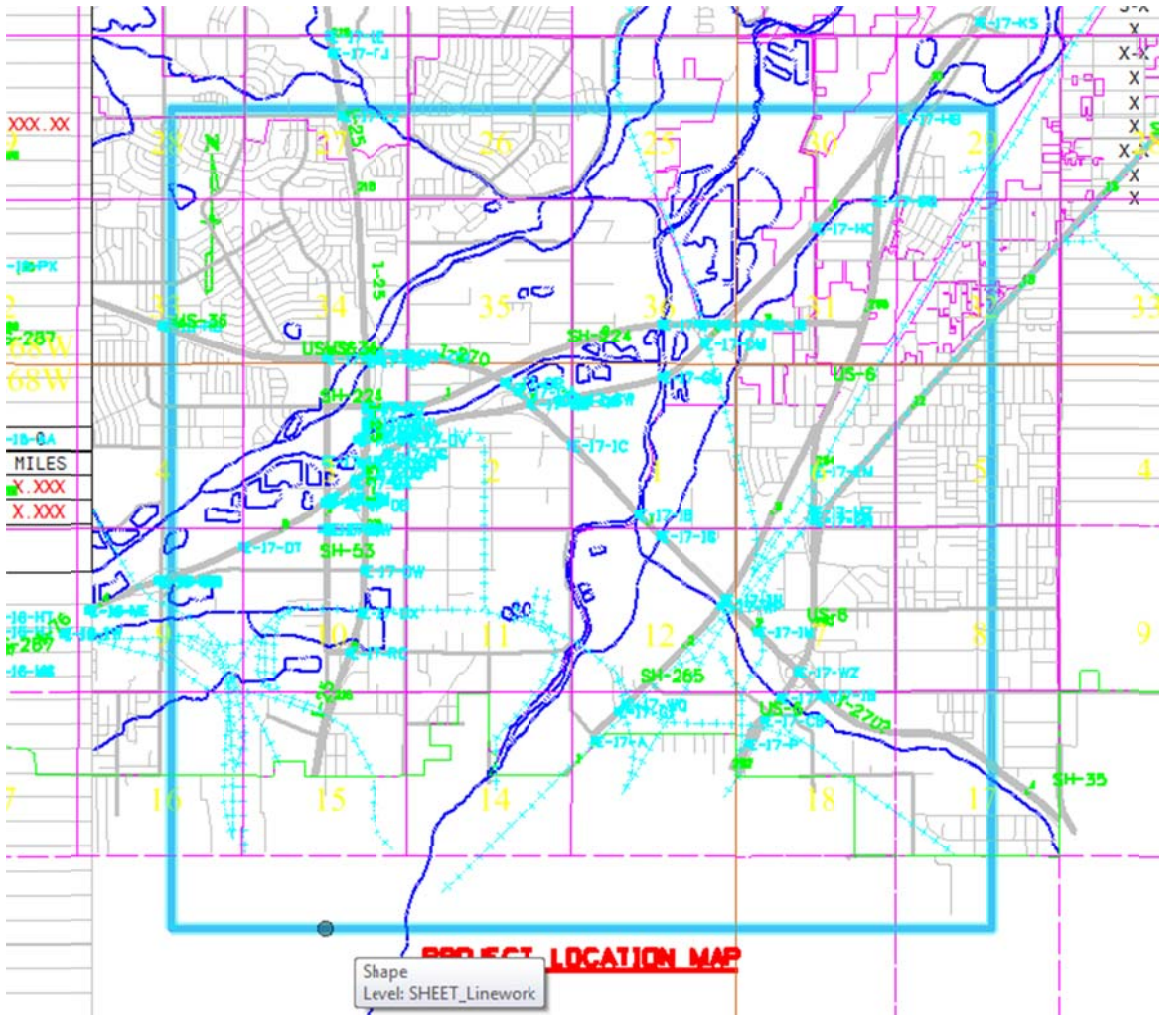


6. The map is attached to the end of the cursor. Place the map within the limits of the Title Sheet drawing Project Location Map area. This is located in the middle of the sheet.
7. Center the project location using the **Move Reference File** command.
8. Once centered clip the map around the Project Location Map area. Select the **Clip Reference** tool and set the **Method** to Element.

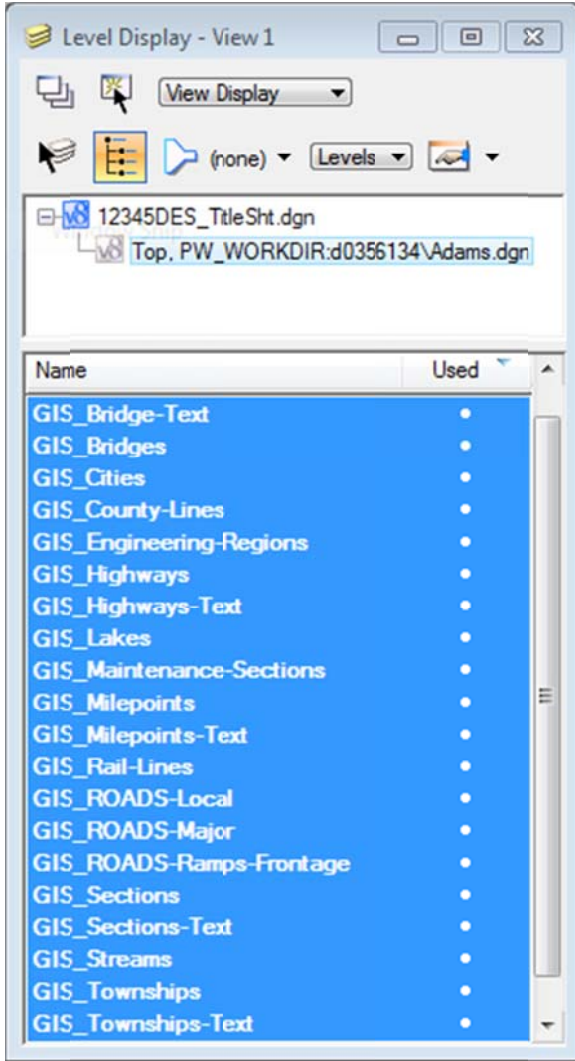
Note: The Township and Range Text can be copied into your sheet and positioned where desired. Turn off the reference file level **GIS_Townships-Text** once the text has been copied. If no Township and Range Text appear within the clipped area it must be copied before clipping.



- 9. **<D>** on the boundary element in the center of the screen (on level **Sheet_Linework**). This will re-define the limits of the Project Location Map.



A DGNLIB containing the GIS levels has been included in the configuration and has been assigned to all the County Model Files by default. The Reference Levels can be manipulated as desired from the **Level Display** dialog box.



Oversight / RMS

FEMA REGION VIB OVERSPHT? NO YES

NATIONAL HIGHWAY SYSTEM? NO YES

DEPARTMENT OF TRANSPORTATION STATE OF COLORADO

HIGHWAY CONSTRUCTION BID PLANS OF PROPOSED
FEDERAL AID PROJECT NO. XXXXXXXX
STATE HIGHWAY NO. XXX
ZZZZZZZZ COUNTY
CONSTRUCTION PROJECT CODE NO. XXXXX

Related Projects

P.E. UNDER PROJECTS XXXXXXXX
PROJECT NUMBER XXXXX
PROJECT CODE

R.O.W. Project

R.O.W. Project Description
XXXXXXXXXXXX

TABULATION OF LENGTH & DESIGN DATA

STATION	LENGTH		FAZES
	STATION	FEET	
APPROACH TO BRIDGE			
STA. 00+00.00	100.00		
BRIDGE 100+00.00			
STA. 10+00.00 ON 30000000, R.F. 10:50	100.00		
STA. 10+00.00 BRIDGE STRUCTURE			1000.00
NO. 00000000			
STA. 10+00.00 END STRUCTURE	100.00		
NO. 00000000			
NO. 00000000			
STA. 10+00.00 ON 30000000, R.F. 10:50	100.00		
APPROACH TO BRIDGE			
STA. 10+00.00			
TOTAL			
SUMMARY OF PROJECT LENGTH			
MAJOR STRUCTURE	100+00.00	100.00	
PROJECT SPAN LENGTH	100+00.00	100.00	

DESIGN DATA

S.W. SIDE	7.5' - 10.0'
RIGHT OF WAY	100.00 FT. 100.00 FT.
PAVEMENT GRADE	3.5% 3.5%
PAVEMENT S.E.D. HORIZONTAL	100.00 FT. 100.00 FT.
PAVEMENT S.E.D. VERTICAL	100.00 FT. 100.00 FT.
PAVEMENT DESIGN SPEED	30 MPH 30 MPH
DESIGN TRAFFIC	ADT = 50 ADT = 50
DESIGN YEAR	ADT = 100 ADT = 100
ADT	10 10
CLEAR ZONE DISTANCE (FEET)	0.00 FT. 75.00 FT.
CLEAR ZONE DISTANCE (100 FEET EQUIS)	0.00 FT. 0.00 FT.
CONSTRUCTION CLEAR ZONE (FEET)	0.00 FT. 0.00 FT.

PROJECT LOCATION MAP

SHEET NO. INDEX OF SHEETS

1	TITLE SHEET
2	STANDARD PLANS LIST SHEET
3	PHYSICAL SECTION SHEET
4	SECTION NOTES SHEET
5	SUMMARY OF QUANTITIES SHEETS
6	TABULATION SHEETS
7	DETAIL SHEETS
8	CONSTRUCTION ALLOWANCE SHEETS
9	CONSTRUCTION STAGING SHEETS
10	PLAN AND PROFILE SHEETS
11	PAVEMENT SPECIALIZED SHEETS

Plan Detail SHEETS

File Number SHEETS

Map's SHEET SCHEDULE SHEETS

Map's SHEET SCHEDULE SHEETS

Map's SHEET SCHEDULE SHEETS

Map's SHEET SCHEDULE SHEETS

Sheet Revisions

Date	Description	Init.

As Constructed

Contract Information

Project No./Code

Project Number

Code

Sheet Number

Note: If the map is needed at a different scale, other than 1:5280 (1 inch = 1 mile), it can be rescaled through the reference dialog box. It should be noted that the linestyle scale factors and text were defined based on a 1:5280 insertion. The linework and text can be re-scaled within the original Region area, only if it has been saved to your hard drive.