1-16 **USE OF BRIDGE STANDARD DETAIL SHEETS (XS SHEETS)**

Bridge Standard Detail Sheets are plans which are used repetitively and therefore are more economical to print from a master copy rather than to detail it individually. It is the responsibility of the designer to ensure that the standard used is compatible with the design and details of a specific structure. These sheets are inserted in the contract plans as detail sheets and are signed by the Project Engineer.

**Creating Bridge Standard Detail Sheets**

1. After obtaining approval from the Technical Committee, the initiator is required to submit a CADD drawing along with a *Bridge Standard Detail Sheet (XS Sheet) – Request for Revisions/New Sheet* form (see 1-16.3) to Technical Publications. Technical Publications will then assign an XS number to the new sheet. **IMPORTANT:** When a CADD drawing is created, the standard settings for weights, colors, levels, text, etc., must be used. For standard default settings see *CADD Users Manual*.

2. A checkprint will be returned to the initiator for approval. If changes are needed, the initiator will return a checkprint to Technical Publications, showing redline changes or corrections. If approved, the initiator will return the checkprint to Technical Publications.

**Permanently Revising Bridge Standard Detail Sheets**

1. Initiator is responsible for obtaining approval from the Technical Committee prior to submittal to Technical Publications.

2. Send the *Bridge Standard Detail Sheet (XS Sheet) – Request for Revisions/New Sheet* form (see 1-16.3) to Technical Publications with redline changes shown on a reduced copy of the Bridge Standard Detail Sheet.

3. When changes have been made, a checkprint will be returned to the initiator for approval. If approved or if more changes or corrections are needed, initiator returns checkprint to Technical Publications and Graphics Services.
Modifying Bridge Standard Details Sheets for a Specific Project

Bridge Standard Detail Sheets which require minor modifications to make them compatible with the details for a specific project, should include the following information:

1. Revisions will be indicated by a diamond shaped symbol (◇) placed near the revised portion of the detail. A revision number will be placed inside the diamond. (Example: ◇2) Consecutively numbered diamonds will be used to indicate multiple changes.

2. Corresponding symbols and brief explanations will be placed in the border at bottom left center.

3. To read “REVISED STANDARD DRAWING” @ Toggle Bottom Left on Sheet Border.

4. Add “SPECIAL DETAILS” directly above the bridge title block.

5. If more than one revised Bridge Standard Detail Sheet is needed for any particular project, the revision numbers (Example: ◇1, ◇2, etc.) should begin anew with each revised sheet.

6. If major revisions are required it is preferable to draw a new sheet instead, using a Standard Detail Sheet.

Modifications that basically change a pay item, (such as fences or railing) must be accompanied by a change in identification of that item, since the change automatically cancels the standard classification. See ATTACHMENT 1-22F.1

Latest Standards

It is the responsibility of the Project Engineer preparing the plans to see that the latest Bridge Standard Detail Sheets are incorporated into the plans at Final PS&E.
## Instructions:

- Initiator is responsible for obtaining approval from the Technical Committee or, if no committee exists, from the Technical Specialist, prior to submitting a proposed standard detail or changes to an existing standard detail to the office responsible for the standard. Office responsibility is determined from committee or specialist reporting assignments.

- The initiator should send this form to the responsible office with an 11x17 copy of the proposed standard detail or revisions to the existing standard. Redline changes must be included with changes to existing standards.

- When changes have been made, a checkprint will be returned to the initiator for approval. If approved or if more changes or corrections are needed, initiator returns checkprint to responsible office.

- When changes are finalized and ready for release or re-release, the initiator will be notified.

- Finalized standard sheets, this form, copies of all supporting documentation including stamped calculations should be sent to the responsible Office Chief for signature and release approval.

- The responsible office will send all supporting documentation, calculations, drawings and this form to the Technical Publications and Graphics Services Office for filing, and posting on the internet. Electronic drawings should be provided in DGN format.

## Remarks or Instructions

- Revision to Bridge Standard Detail Sheet
- New Bridge Standard Detail Sheet

## Technical Committee Chairperson’s or Technical Specialist’s Approval

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## Office Chief’s Approval

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