

## INTEROFFICE MEMORANDUM

**DATE:** September 17, 1971

**TO:** BRIDGE DESIGN PERSONNEL  
**FROM:** Frank Harrison, Assistant Bridge Engineer  
**SUBJECT:** Uniformity of Bridge Plans

On all future jobs the following sequence of plan sheets shall be used.

1. Quantity sheet.
2. Layout of bridge or first bridge in order of stationing, if there are more than one bridge on the job.
3. Location plan of channel change if not on layout. Stake out plan or other special geometry, if required.
4. Details of first bridge as follows:
  - a. End bents
  - b. Interior bents
  - c. Spans
  - d. General
5. Layout of second bridge.
6. Repeat of No. 3
7. Repeat of No. 4

General details which apply to more than one bridge shall be placed with the first bridge in which they apply.

An exception to the above order shall be when there are more than one bridge on a job, but only standard drawings are used. In this case the layouts shall be grouped together with the details following as in No. 4.

On all future jobs the drawing titles, bridge numbers, and drawing number shall be drawn with a Leroy (size 200) or a similar sized lettering guide.

FMH:bw