

## ORD File Exchange and Workflow – Right of Way

During project development and delivery of an ORD project, it is anticipated that multiple disciplines will work on a project which will result in project file(s) being exchanged via the project team between major milestone submittals. The tables noted below detail the **.dgn** file names and types for the interaction between **Roadway Design** and **Right of Way (ROW)**. For a PDN project, work related to Right of Way is typically initiated as early as Stage 2 – Footprint Established.

A single workset with a single sheet index will be turned-in as part of the Construction Planset submittal (or PS&E for a PDN project). This single workset and associated sheet index will include the design files and sheet models of all applicable disciplines to complete a project’s design. The **Roadway Design** Workset will be the master workset that all other disciplines’ work will be added to. During the development of plans, the **Roadway Design** Workset should be provided via zip file, which includes the files noted in the tables below, as part of the handoff and interaction between **Roadway Design** and **Right of Way**.

It is not anticipated for **Right of Way** to return any design files to **Roadway Design** during project development and delivery of an ORD project.

The file naming convention information noted in these tables references the [TDOT ORD File Naming Convention Standards](#) document. (**Note:** For example, SR-1 in Cheatham County would be **11S001-SHT-Proposed Layout.dgn**. This file will contain all proposed sheet models along with the motif model and drawing model(s).)

### ROADWAY DESIGN >> RIGHT OF WAY

As a reminder, the **Roadway Design** Workset will be provided. The files below will be most useful to the **Right of Way Lead** to complete their design.

Document Description	File Naming Convention	Notes
Horizontal and Vertical Alignments	PRJ NAME-SUR-Alignment	Survey preliminary centerline horizontal alignment with profile, existing ROW, property lines, parcel lines, property owners, tract numbers, and projected existing drainage and utilities (profile only).
Field Survey Data	PRJ NAME-SUR-Model	Existing graphics imported from the original Field Book(s).
Roadway Alignments / Profiles	PRJ NAME-DES-Alignments-Master	All Horizontal and Vertical Alignment(s).
Roadway Corridor	PRJ NAME-DES-Corridor-Master	All Corridor Models Including Roadways and Structures in the Project Area.
Proposed ROW Linework, Patterning and Text	PRJ NAME-DES-ROW	

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Document Description	File Naming Convention	Notes
ROW Acquisition Shapes	PRJ NAME-DES-ROW-Acquisition Shapes	This file is for designer reference only when developing ROW plans. It contains stored acquisition shapes for the development of the ROW Acquisition Table.
Typical Sections for Plans	PRJ NAME-DES-Typical Sections	
3D Proposed Utility Model	PRJ NAME-DES-Utility	
ROW Notes, Utility Notes, and Utility Owners Sheet	PRJ NAME-SHT-ROW Notes	File containing the sheet model(s) for Sheet 3.
ROW Acquisition Table Sheet(s)	*PRJ NAME-SHT-ROW Acquisition Table	File containing the sheet model(s) for Sheets 3A, 3B etc.
Property Map	PRJ NAME-SHT-Property Map	File containing the motif model, drawing model(s), and sheet model(s) for all Property Map Sheets.
Present Layout Sheets	PRJ NAME-SHT-Present Layout	File containing the motif model, drawing model(s), and sheet model(s) for all Present Layout Sheets.
ROW Detail Sheets	PRJ NAME-SHT-ROW Details	File containing the motif model, drawing model(s), and sheet model(s) for all ROW Detail Sheets.
Roadway Layout Sheets	PRJ NAME-SHT-Proposed Layout	File containing the motif model, drawing model(s), and sheet model(s) for all Proposed Layout Sheets.
Roadway Profile Sheets	PRJ NAME-SHT-Proposed Profiles	File containing the motif model, drawing model(s), and sheet model(s) for all Proposed Mainline Profile Sheets.
Side Road Profile Sheets	PRJ NAME-SHT-Proposed Sideroad Profiles	File containing the motif model, drawing model(s), and sheet model(s) for all Proposed Sideroad Profile Sheets.
EPSC Staging Sheets	PRJ NAME-SHT-EPSC-I, II, III, IV	File containing the motif model, drawing model(s), and sheet model(s) for all corresponding EPSC Staging Sheets.
Roadway XS Sheets	PRJ NAME-SHT-XS-Road Name	File containing the motif model, End-Area Calcs, drawing model(s), and sheet model(s) for all Roadway XS Sheets.
Side Road XS Sheets	PRJ NAME-SHT-XS-Side Road	File containing the motif model, End-Area Calcs, drawing model(s), and sheet model(s) for all Side Road XS Sheets. (Each Side Road gets its own file.)

*\*Also include the ROW Acquisition Excel file.*