



INDIANA DEPARTMENT OF TRANSPORTATION

Driving Indiana's Economic Growth

Design Memorandum No. 20-18

September 10, 2020

Rev. Jan. 7, 2021

TO: All Design, Operations, and District Personnel, and Consultants

FROM: /s/ Katherine Smutzer
Katherine Smutzer
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Engineering Department

SUBJECT: Shop Drawings and Falsework Review Procedure

REVISES: *Indiana Design Manual (IDM) Section 14-1.02(08)*

EFFECTIVE: Immediately
MSE Wall Shop Drawing Review Checklist required for shop drawings submitted for review on or after May 1, 2021

The referenced section of the IDM has been revised to reflect [Construction Memo 20-10](#), which moved the LPA and State Shop Drawing and Falsework Review Procedures from [Construction Memo 17-14](#) and the IDM to a permanent location in the [LPA & State Shop Drawing & Falsework Review Procedure](#). This document is located on the INDOT Construction Information webpage, under Construction Management Resources. Changes are summarized below, and the revised text is included for reference at the end of this Design Memo.

The LPA & State Shop Drawing & Falsework Review Procedure document is intended to establish standard procedures for shop drawing and falsework review, including the Designer's responsibilities. Other highlights include:

- The Engineer of Record, EOR, Approval of Pile Driving Equipment has been added for LPA contracts.
- Additional guidance has been provided for MSE Wall Shop Drawings review, including a review checklist that is to be completed by the Engineer of Record (EOR) and the Geotechnical EOR (an editable version of the checklist and checklist instructions can be found on the [Design Manual Editable Documents webpage](#) under Geotechnical, and

- Foundation Seal shop drawings are now to be submitted to INDOT Geotechnical Services Division for State contracts.

For questions, please contact the INDOT Construction Field Engineer.

IDM Revisions

14-1.02(08) Shop Drawings and Falsework Review Procedure [Mar. 2016, Sep. 2020]

Working drawings as defined in the INDOT *Standard Specifications* include supplementary bridge plans, stress sheets, shop drawings, erection plans, falsework plans, framework plans, cofferdam plans, bending diagrams for reinforcement, or any other supplementary plans, detailed drawings, design drawings, or similar data which a contractor is required to submit for approval.

The Designer's responsibilities for review of shop drawings and falsework are given in the [LPA & State Shop Drawing & Falsework Review Procedure](#), located on the INDOT Construction Information webpage, under Construction Management Resources.