



Earthwork – Structure Excavation and Backfill – Submittals

Revision and Approval

Revision	Date	Nature of Changes	Approved By
0	12-05-2017	Original issue.	Steve Altman

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Background

This process establishes Structure Construction (SC) responsibilities and procedures for review and authorization of earthwork submittals, including:

- Shop drawings for cofferdams.
- Shop drawings for soldier pile walls.
- Collaborative review of shop drawings for ground anchors and soil nail walls with Structure Design.
- Controlled low-strength material.
- Stability test results for ground anchors and soil nail walls.

Process Inputs

1. Contractor’s submittal(s).

Procedure

1. All work associated with this process should be charged to the [Project Direct-Construction](#), unless otherwise directed.
2. Receive submittal; check that submittal meets the requirements of the contract documents.
3. For excavations utilizing temporary structures:
 - a. Review shop drawings using the Temporary Structures submittal review process per [BCM 48-2](#), *Shop Drawing Review of Temporary Structures*.
 - b. When authorizing or rejecting shop drawings, send a *Temporary Structure Plan Analysis Report* per [BCM C-11](#), *Shop Drawing Review of Temporary Structures*. See [Attachment 1](#) for a sample authorization letter for a shoring plan.
 - c. When temporary shoring structures are installed as part of an Encroachment Permit, conform to the Division of Traffic Operations’ Memorandum titled: *Temporary*

- Ground Anchor (Tieback) Encroachments*, dated July 26, 2017; refer to [Attachment 2](#), for additional information.
4. For soldier pile walls:
 - a. Review the shop drawings for contract compliance per the *Contract Specifications*, Section 5-1.23B(2), *Control of Work – Submittals – Action Submittals – Shop Drawings*.
 - See the accompanying Section 1-13, *Control of Work – Submittals*, of Attachment 1, of [BCM A-1](#), *SC Staff Responsibilities for Processes Owned by Others*.
 5. For ground anchor and soil nail walls:
 - a. Coordinate the review with the Bridge Design Project Engineer per the [Foundation Manual](#), Chapter 11, *Ground Anchors & Soil Nails*, and [Memo to Designers](#) 5-14, *Review of Shop Drawings for Ground Anchors*, or [Memo to Designers](#) 5-18 Attachment A, *Soil Nail Working Drawings Review Process (Interim)*.
 - b. Authorize or reject the shop drawings based on the Bridge Design Project Engineer's recommendation.
 6. For Stability Test results:
 - a. Review the submittal for the specified wall zone.
 - b. Determine whether the exposed excavated face maintains integrity per the *Contract Specifications*, Section 19-3.01D(2), *Earthwork – Structure Excavation and Backfill – General – Quality Assurance – Stability Test for Ground Anchor and Soil Nail Walls*.
 7. For Controlled Low Strength Material:
 - a. Typically this is District work. If this is structure work, review the mix design in accordance with the requirements of the contract documents.
 8. Notify the Contractor of authorization or rejection of all submittals in writing.

Process Outputs

1. *Temporary Structure Plan Analysis Report*

Attachments

1. [Attachment 1](#), *Sample Authorization Letter*
2. [Attachment 2](#), *Temporary Ground Anchor Encroachments Memo*