

## Pavement Management ProjectWise Submission Process

**NOTE:**

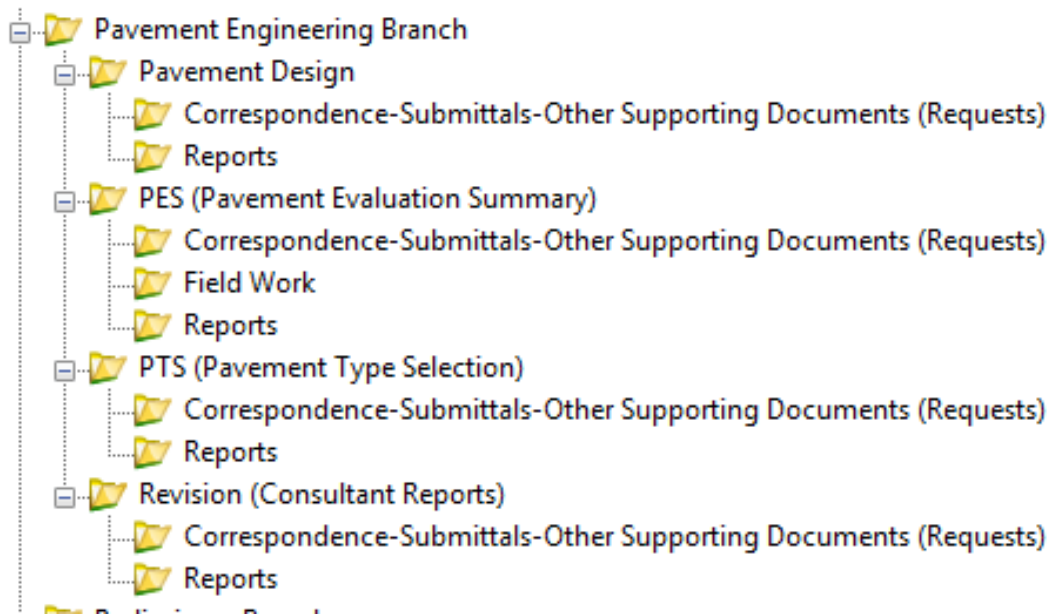
**DPL** = Design Phase Leader

**PM** = Project Manager

The documentation below reflects the responsibilities of the PM/DPL. The intent is that if the project is being designed in-house, the GDOT Design Phase Leader (DPL) will handle this task. If the project is being designed by a Consultant, the Project Manager (PM) will handle this task.

### Submission Process for In-house Requests

The PM or DPL will place PDFs of [Pavement Management Submittal Checklist](#) and a package or a [document set](#) containing links to all required files in the appropriate correspondence submittal folder.



### Initial Pavement Evaluation Summary (IPES)

An Initial Pavement Evaluation has a turnaround time of 30 days per the PDP.

1. To request an IPES, place a complete package including the [Pavement Management Submittal Checklist](#) in the following folder PI\PE\Materials\GEP Bureau\Pavement Engineering Branch\PES\Correspondence-Submittals-Other Supporting Documents.

If there's no "GEP Bureau" folder, your project is using a revised template and the Pavement Engineering Branch folders are now located here PI\PE\Materials\Quality Administration Bureau\Pavement Engineering Branch\PES\Correspondence-Submittals-Other Supporting Documents.

2. Send an e-mail of the request to [PavementManagement@dot.ga.gov](mailto:PavementManagement@dot.ga.gov).

## Pavement Evaluations Summary (PES)

A Pavement Evaluation Summary has a turnaround time of 6 to 9 months, depending on the scope of the project.

1. To request a PES, place a complete package including the [Pavement Management Submittal Checklist](#) in the following folder PI\PE\Materials\GEP Bureau\Pavement Engineering Branch\PES\Correspondence-Submittals-Other Supporting Documents.

If there's no "GEP Bureau" folder, your project is using a revised template and the Pavement Engineering Branch folders are now located here PI\PE\Materials\Quality Administration Bureau\Pavement Engineering Branch\PTS\Correspondence-Submittals-Other Supporting Documents.

2. Send an e-mail of the request to [PavementManagement@dot.ga.gov](mailto:PavementManagement@dot.ga.gov).

## Pavement Type Selections (PTS)

A Pavement Type Selection has a turnaround time of 3 months.

1. To request a PTS, place a complete package including the [Pavement Management Project Submittal Checklist](#) in the following folder PI\PE\Materials\GEP Bureau\Pavement Engineering Branch\PTS\Correspondence-Submittals-Other Supporting Documents.

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## Man Hour Requests

1. Submit all man hour requests for OMAT pavement activities to [PavementManagement@dot.ga.gov](mailto:PavementManagement@dot.ga.gov).

## Submission Process for Consultant Reviews

All consultant reviews have a 30 day turnaround.

The PM will place a PDF of [Pavement Management Submittal Checklist](#), the report being submitted, and links to all other required files in the e-mail request. If the PDF provided is protected it shall be configured to allow commenting/markup.

## IPES Review

1. To request an IPES review, place a complete package including the [Pavement Management Project Submittal Checklist](#) in the following folder PI\PE\Materials\GEP Bureau\Pavement Engineering Branch\PES\Correspondence-Submittals-Other Supporting Documents.

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## PES Review

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3. PES reports shall include all full depth and overlay pavement designs for the project. The designs should be signed by both the designer and the DPL. In addition to the previous requirements for protected PDFs, a signature field shall be applied to the pavement designs to allow the SPE to apply their signature upon approval.
4. Send an e-mail of the request to [PavementManagement@dot.ga.gov](mailto:PavementManagement@dot.ga.gov).

## PTS Review

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