

# Q&A for . . . Digital Delivery

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February 3, 2016

**Q: Where can I find the recording, power point and questions & answers for this webinar?**

A: All the current 2016 Engineering/CADD Systems Office (ECSO) webinars are now posted onto a new YouTube website: <https://www.youtube.com/channel/UCT2GSoQtPEMg7jjUlee67fw>

Many of the prior recordings of training webinars will also be accessible from this YouTube website.

*\*\*\* Please take the time to Subscribe and watch the introductory video. (free of charge)\*\*\**



A: All webinar recordings along with any Presentation and Q&A documents, can still be accessed from the ECSO website as well:

<http://www.dot.state.fl.us/ecso/downloads/GoToMeetingTraining/PostedWebinars.shtm>

**Q: Where can I find the ECSO Digital Delivery Training Manual?**

A: The ECSO CADD Training Manuals, along with their associated training data sets, can be downloaded from the ECSO website:

<http://www.dot.state.fl.us/ecso/main/FDOTCaddTraining.shtm>

A: ECSO is striving to record all CADD Training Manuals thru training webinars and have them accessible from our YouTube website as well:

<https://www.youtube.com/channel/UCT2GSoQtPEMg7jjUlee67fw>

**Q: How can I get on the list for email alerts for future ECSO CADD Webinars or Notifications?**

A: The **FDOT Contact Management** system at: [FDOT Contact Management](#) is available for participants to sign up for email alerts as the Webinars are scheduled and notifications are released. Just check the “CADD” options under each applicable section. For a “How to...” assistance select [How to use FDOT Contact Management](#) help document or [FDOT Contact Mailer](#) webinar.

A: ECSO’s current Scheduled Webinars can be accessed for registration at:

<http://www.dot.state.fl.us/ecso/downloads/GoToMeetingTraining/ScheduledWebinars.shtm>

**Q: Where can I connect to the on-line FDOT CADD Support Forum?**

A: [http://communities.bentley.com/communities/user\\_communities/fdot\\_cadd\\_support/](http://communities.bentley.com/communities/user_communities/fdot_cadd_support/)

**Q: How can I connect with a CADD Support representative?**

A: ECSO welcomes all your offers of presentations and suggestions of topics to assist your needs. Feel free to contact this office with any comments, suggestions, and questions via our support email:

[ecso.support@dot.state.fl.us](mailto:ecso.support@dot.state.fl.us)

**Q: What is the upcoming training schedule for FDOT Digital Delivery and where can I find out more information?**

- ✓ [FDOT Tress Course CE-11-0136](#): Request for future training
- ✓ [Regional Training](#):  
2/23-24/16 D4 & D6  
3/2-3/16 Chipley  
4/27-28/16 Jacksonville
- ✓ [Design Expo](#): 6/13-15/16 Daytona
- ✓ [Florida Local Users Group](#) (FLUG): 6/29-7/1/16 Cocoa Beach

**Q: Are any District's Signing and Sealing Pavement Design Packages, Design Variations, etc. digitally?**

A: No, not that I am aware. However, it has been discussed at some of the DDE meetings.

**Q: So everything you'll be discussing in relation to Blue Beam can be done using Acrobat?**

A: When dealing with Architectural and Engineering drawings, BlueBeam is the recommended software. Most of what I have shown could be done with Adobe, but it's much easier in BlueBeam.

**Q: Do you know if Identrust has sample signatures that we can use to test the process of applying to documents?**

A: I have a number of student signatures that could be used to testing and training. Please call to discuss training; Quinton Tillman 850 414 4894.

**Q: I had a number of engineers digitally sign a set of plans yesterday for a First Mail submittal and one individual was not prompted to enter a password while all the others were prompted to enter their password. Is this a setting he must have toggled on?**

A: There are two reasons why this may have happened. (1)BlueBeam software will ask for the certificate password once during a session. It allows a user to sign multiple documents after confirming the password only once. After that it does not ask for the password again until the software is closed and reopened. I don't know of a way to toggle this on or off.

**Q: If Plans include UWHC component, what should be done with the signature sheet?**

A: Need more information. Please call to discuss; Quinton Tillman 850 414 4894.

**Q: Why should we have everyone sign ONE sheet? Doesn't that violate the rules?**

A: No. When an engineer signs an electronic document with a digital signature and that document contains multiple sheets, then the entire set is signed. A digital signature signs the entire file. An engineer can specify which sheet he / she intends to sign using an index. The index and the digital appearance is placed only once, on the signature sheet. See board rules: 61G15-23.004(3)(e) & (f) <https://www.flrules.org/gateway/ChapterHome.asp?Chapter=61G15-23>

**Q: Is there requirements for each plan phase submittal? Do we submit the cad files with each submittal?**

A: Yes, deliver the entire project in its current state.

**Q: We had a situation where all EORs had to be called back together for a change in the lighting. There was travel time involved and was an inconvenience to all.**

A: Travel should never be necessary to digitally sign a document. The digital signatures are portable and documents can be retrieved over a network and signed. Why is travel necessary? There are provisions in the CADD Manual to deliver plans by component. See Chapter 5.8.1 of the CADD Manual for details: <http://www.dot.state.fl.us/ecso/downloads/publications/Manual/default.shtm>

A change to the lighting component should only require the lighting engineer to sign and seal a new set; not everyone who signed the original documents.

**Q: So if a single sheet is revised and needs to be signed and sealed does everyone on the digital signatory sheet have to sign & seal it again?**

A: Yes. If one page in a signed PDF is changed everyone will need to resign. This problem can be alleviated by delivering separate components.

**Q: You're perhaps referring to the PDF portfolio option?**

A: NO!

**Q: FYI... Some districts do not allow component delivery unless the project is 500 pages or more.**

A: There are a number considerations when dividing a plan set by component; size is certainly one of them. Another good reason is the complexity of the plan set. When there are multiple components to a plan set and multiple signatories on each component, then the district should really consider a component delivery.

**Q: Did I hear you say that the appearance of the seal in the signature sheet is optional, or did I misunderstand your statement?**

A: According to the board rules, yes, it is optional. However, for plan sets delivered in compliance with the PPM, an image of the seal is required.

**Q: Would you treat the early work sheets as individual components?**

A: No, I don't see the necessity in doing that. Usually there is only one individual signing early work sheets.