**108 - CADD Standards**

**108.1 Electronic Format:** All drawings shall be furnished in an electronic format compatible with AutoCAD (“.dwg” format). The term “compatible” means that data can be accessed directly by the target CADD system without translation, preprocessing, or post-processing of the electronic data files. Prior to submitting electronic files, the Architect-Engineer shall verify with the Project Manager the required format/version of AutoCAD files.

**108.2 Conventions:** CADD files shall include and be prepared to comply with the following drawing conventions:

* Standard File Names: CADD files shall have a standard name. This name shall be the RCF Number and the sheet number that appears on the drawing. Example: RCF\_A-1 Floor Plan.dwg
* Standard File Name Example: 1892 A1 - Floor Plan.dwg
* Extraneous graphics outside the border area shall be removed.
* Reference Files shall be attached without device or directory specifications. All files must be free standing and independent files.
* Fonts: Only standard fonts available in AutoCAD are allowed.
* Drawing Package Assemblage: All drawings submitted on removable media shall be properly sequenced to correspond to the drawing index on the cover sheet.
* Independent Files: All files must be free standing and independent files.
* Nested blocks are not allowed except with the permission of the Project Manager.

**See Section 107 - Drawings and Section 608 – Phase C Submittals** for additional information.