|  |  |
| --- | --- |
| **RCSJ:** | **Control point numbers:** |
| **CCSJ:** |
| **TxC Project ID:** |
| **Highway:** |
| **County:** |
| **Limits:** |
| **Date in:** |
| **Date out:** |

## Survey Report

1. **Project information**
2. Date
3. Company project number (optional)
4. Contract number
5. Work authorization number
6. County/Counties - Spell out the name of the counties in which the control point is located
7. Highway - Highway Designation from TxDOTConnect
8. Project Limits - From TxDOTConnect
9. CCSJ Number
10. RCSJ Number, if applicable
11. TxDOT Project Manager
12. District Section
13. **Scope of Work**
14. Design survey
    1. Tasks from Work Authorization
    2. Deliverables provided with date and storage media (USB drive, Box account, Projectwise, etc)
15. ROW survey
    1. Tasks from Work Authorization
    2. Deliverables provided with date and storage media (USB drive, Box account, Projectwise, etc)
16. **Datum**
17. Date
18. Company project number (optional)
19. Contract number
20. Work authorization number
21. County/Counties - Spell out the name of the counties in which the control point is located
22. **Control data**
23. Specify source of control and coordinates
24. Specify held monuments and reason for holding these monuments
25. List adjustments made to rest of control network, both horizontal and vertical
26. Provide date of final check on control condition and coordinates
27. **Field work processes and equipment used**
28. Specify field equipment used with details on manufacturer and model
29. Specify any virtual reference networks and stations used
30. Specify software used for processing and drafting, including version number
31. Provide any challenges encountered with data collection and solution for those challenges
32. **Exceptions from standards**
33. List all standards that have not been followed, including document title and item number
34. List the TxDOT employee that provided the exception

## Certification

**A.** Include the following statement: “I hereby assert that this report is true and correct and that the deliverables listed were true and correct final survey products on the date that they were provided. They include all scoped features that existed on the final day of survey, which was” <insert final survey date> “. All deliverables match standards published in the TxDOT Surveyors’ Toolkit, other than exceptions granted by the District Survey Coordinator or Surveying Section Director. These deliverables may be relied upon for any engineering, construction, or other efforts by TxDOT staff or contractors. This survey may not be relied upon for any purpose other than TxDOT projects.

The certifying Registered Professional Land Surveyor asserts that the control points shown herein substantially conform to the operating procedures and accuracy specifications for TxDOT survey control. Various factors can affect the stability and integrity of these control points over time. It shall be the responsibility of the contractor to perform due care in protecting these control points and verify the condition, stability, status and accuracy of the control points before relying on them for project applications.”

**B.** Signature, seal, and date of signature

**C.** Surveyor contact info including name, email address, phone number, and address

**D.** Firm name, registration number, email address, headquarters phone number, and headquarters address

**The Survey Report has been reviewed by:**

|  |  |  |
| --- | --- | --- |
| Name: |  |  |
| Date: |  |  |

**Additional comments:**