SOUNDTRANSIT

Approvals:	ENGINEERING DESIGN PROCEDURES	EP- 18 Rev: 0
Signed by: Joseph P. Gildner 4/24/2026 E24B3287DF6B4DC... Executive Director - Engineering Signed by: Joanna Perez 4/27/2026 3F9B4DB2B376406... Director of Technical Standards & Requirements	**Design Technology Submittal and Review**	
	Original Issue Date: 4/7/26 Current Revision Date: 4/7/26	

1.0 PURPOSE

This procedure sets forth the responsibilities and methods for design technology submittal and review throughout the lifecycle of a project to achieve compliance with ST Design Technology Manual through the following objectives:

- Meet design technology submittal expectations for reports, drawings, models, supporting electronic data, and documentation.
- Ensure coordination of the design technology submittal and review process between project, consultants, third-party reviewers, and Sound Transit staff.
- Ensure design technology requirements are verified and traceable.

2.0 APPLICABILITY

This EP-18 applies to all projects. For small projects under $20M, projects must consult with ST AEC Technology for approval on exceptions to requirements, deliverables, and submittal process.

3.0 SCOPE

This procedure defines the submittal and review process of Sound Transit project design technology files and documents from project initiation through project closeout.

4.0 REFERENCES

- Design Technology Manual
- Document Control Desktop Instructions
- EP-03 Design Development, Submittal, and Review
- ISO 19650 Organization and Digitization of Information about Buildings and Civil Engineering Works, Including Building Information Modelling (BIM) – Information Management Using Building Information Modelling
- ST Standard Division 01 Specifications

5.0 ACROYNMS

- AEC: Architectural, Engineering and Construction
- AHJ: Authority Having Jurisdiction
- Autodesk CDE: Autodesk Common Data Environment
- BIM: Building Information Modeling
- BXP: Bim Execution Plan
- CAD: Computer Aided Design
- CDE: Common Data Environment
- CDEXP: Common Data Environment Execution Plan
- DT: Design Technology
- DTM: Design Technology Manual
- DTMIDP: Design Technology Master Information Delivery Plan
- DTXP: Design Technology Execution Plan
- FTA: Federal Transit Administration
- IFB: Invitation For Bid
- IFC: Issued for Construction
- ISO: International Standards Organization
- LOD: Level of Development
- NTP: Notice to Proceed
- REC: Resident Engineer to Contractor
- ST: Sound Transit
- WIP: Work in progress
- XREF: External Reference

6.0 DEFINITIONS

- Project Design Technology Manager: Champion the adoption of Sound Transit's Design Technology practices and actively demonstrate the Sound Transit Design Technology behaviors within the project team.

- Project BIM Manager: A single point of contact to the Sound Transit AEC Technology Manager, or designated representatives, coordinating all BIM/CADD related issues between Sound Transit, other AHJs, and the Project team.
- Project CAD Manager: A single point of contact to the Sound Transit AEC Technology Manager, or designated representatives, coordinating all CAD related issues between Sound Transit, other AHJs, and the Project team.
- Project Information Manager: A single point of contact to the Sound Transit AEC Technology Manager, or designated representatives, managing the CDE.

7.0 RESPONSIBILITIES

7.1 SOUND TRANSIT AEC TECHNOLOGY

- Reviews and approves execution plans.
- Reviews and approves as-built and record drawings.
- Sets up a shared folder in Autodesk CDE via the Package Tool for files to be transferred into.
- Assign review statuses to deliverables in CDE and transmits back to the Project Team through Autodesk CDE Bridge.
- For small projects, reviews exceptions to required deliverables and the submittal process described herein and approves any resulting deviations.

7.2 PROJECT DESIGN TECHNOLOGY MANAGER

- Responsible for the setup and delivery of the project from a DT perspective. This includes setup and management of the common data environment (CDE) tools.
- Responsible for the data validation and review of DT submissions prior to uploading them to Sound Transit's CDE.
- Monitor and verify compliance with the Design Technology Execution Plan (DTXP) to ensure work processes and deliverables are completed as required.
- Responsible for recording the gap analysis process into the BIM Execution Plan (BXP).
- Responsible for recording and submitting BIM walkthrough meeting minutes.
- Provide training and support to project team members on Building Information Modeling (BIM) tools and methodologies to enhance BIM proficiency and compliance with International Standards Organization (ISO) 19650 standards.
- Work in conjunction with the Sound Transit AEC Technology Team.

7.3 PROJECT INFORMATION MANAGER

- Establish and maintain an up-to-date DTMIDP that contains, at a minimum, an outline of the file names, structure, and content for all BIM/CAD related files provided to Sound Transit and other AHJs. Provide to the Sound Transit AEC Technology Manager upon request and at each review submittal.
- Responsible for initiation, agreement, implementation and change control of the CDE.
- Ensure compliance with standards including published Federal Transit Administration (FTA) and Sound Transit standards.
- Ensure alignment with project Document Control and Configuration requirements.

7.4 PROJECT BIM MANAGER

- Coordinate with the CAD Manager, design and construction teams and subcontractors to utilize BIM platforms (or trade specific software upon approval by Sound Transit) in design and construction processes.
- Oversee the successful implementation of BIM processes and standards in alignment with ISO 19650 requirements.
- Responsible for developing and implementing the BIM Execution Plan (BXP) which outlines the BIM protocols, workflows, and information management requirements throughout the project lifecycle.
- Ensure all project participants adhere to the established BIM standards and procedures, promoting collaboration, data sharing, and interoperability among stakeholders.
- Facilitate, coordinate, and maintain information exchange with other project participants, stakeholders, AHJs, and representatives of Sound Transit during the design and construction process.
- Review and approve BIM deliverables by conducting quality checks prior to delivery to Sound Transit.
- Schedule, attend, document meeting minutes, and facilitate BIM meetings. Coordinate any necessary preparation with other project participants.
- Assure all submittals are delivered and updated in accordance with schedule and submission requirements. All submittals will conform to the project scope, standards and requirements approved and established for the project.
- Review existing BIM files and information for relevancy to the project. Existing BIM information that is to be utilized as part of the project must be validated and verified in accordance with Sound Transit Standard, if not already compliant.

7.5 PROJECT CAD MANAGER

- Coordinate with the BIM Manager, design and construction teams and subcontractors to utilize BIM platforms (or trade specific software upon approval by Sound Transit) in design and construction processes.

- Oversee the successful implementation of CAD processes and standards in alignment with ISO 19650 requirements.
- Ensure all project participants adhere to the established BIM standards and procedures, promoting collaboration, data sharing, and interoperability among stakeholders.
- Facilitate, coordinate, and maintain information exchange with other project participants, stakeholders, AHJs, and representatives of Sound Transit during the design and construction process.
- Review and approve CAD deliverables by conducting quality checks.
- Schedule, attend, document meeting minutes, and facilitate CAD meeting. Coordinate any necessary preparation with other project participants.
- Assure all submittals are delivered and updated in accordance with schedule and submission requirements. All submittals will conform to the project scope, standards and requirements approved and established for the project.
- Review Existing CAD files and information for relevancy to the project. Existing CAD information that is to be utilized as part of the project must be validated and verified in accordance with Sound Transit Standard, if not already compliant.

7.6 RESIDENT ENGINEER

- Responsible for submitting as-built and record drawing execution plans to ST AEC Technology Team.
- Responsible for quality control of the as-built and record drawing execution plans prior to submittal to ST AEC Technology Team.
- Responsible for submitting the as-built and record drawings to ST AEC Technology Team prior to the Resident Engineer to Contractor (REC) acceptance.
- Responsible for quality control of the as-built and record drawings to ST AEC Technology Team prior to the Resident Engineer to Contractor (REC) acceptance.

8.0 QUALITY

The project must document all their workflows and quality checks in the DTXP and Quality Management Plan.

9.0 PROCEDURES

9.1 REQUIRED DESIGN TECHNOLOGY SUBMITTAL MILESTONES

This section identifies the required design technology submittal milestones and milestone purpose throughout the project lifecycle. The submittal packages are submitted for progressive design review on ST projects. Depending on the individual project and project

type, the design technology milestone submittals may become combined or presented differently.

- Project NTP
- Design Milestones
    A. The design technology submittal milestones align with the design milestones outlined in EP-03 Design Development, Submittal, and Review. EP-03 defines the complete set of required design documents, while EP-18 specifically addresses the design technology related submittals associated with those milestones.
- Construction
    A. Pre-Substantial Completion – Activities post NTP, but prior to substantial completion.
    B. Substantial Completion - Completion of the Work, or a designated portion thereof, to a point where Sound Transit certifies that the work or the designated portions can be used for the purpose for which it was intended.
- Project Closeout
    A. All work including follow-on work is complete. As-built markups accepted and transcribed into Record Drawings.

9.2 EXTERNAL AND INTERNAL MEETINGS

Table 9-1 lists the required design technology (DT) meetings on projects. These meetings focus on implementing and managing the DT processes, as well as on the meetings that use DT to support various non-DT project outcomes.

Table 9-1: External and Internal Meetings

MEETING	EXTERNAL/ INTERNAL	PURPOSE	FREQUENCY
PE Kick-Off	External	The BIM and CAD Managers coordinate the schedule, meeting agenda, and preparations of kick-off meeting for BIM and CAD efforts with the Sound Transit AEC Technology Manager and distribute it to attendees two days prior to meetings.	Held within 30 calendar days of NTP
Final Design BIM and CAD Kick-off	External	The BIM and CAD Managers coordinate the schedule, meeting agenda, and preparations of kick-off meeting for BIM and CAD efforts with the Sound Transit AEC Technology Manager and distribute it to attendees two days prior to meetings.	Held within 30 calendar days of NTP
Design Coordination Workshops	Internal	Multi-disciplinary review of the updated federated model (by work contract) to ensure the design meets project	To be determined by project

MEETING	EXTERNAL/ INTERNAL	PURPOSE	FREQUENCY
		requirements, model content is as designed, and the overall design is coordinated and integrated. All M3D files are to be made available to Sound Transit using Autodesk CDE Bridge as an unofficial, over-the-shoulder review.	
As-built and Record Drawing Kick-off	External	The BIM and CAD Managers coordinate the schedule, meeting agenda, and preparations of As-Built and record drawings kick-off meeting for BIM and CAD efforts with the Sound Transit AEC Technology Manager and distribute it to attendees five business days prior to As-Built kick-off meeting.	30 calendar days prior to commencement of permanent construction activities. To be determined by project and recorded in the As-built/Record Drawing Plan.
BIM Walkthrough	External	The Project Team must conduct an informal briefing to present the federated model. This includes walking through the environment, highlighting key areas, and answering questions from Sound Transit staff in operations, maintenance, security, engineering, and construction. The team must also verify that all equipment in the equipment matrix has its physical and functional interfaces accurately represented in the BIM model (Gap Analysis). This requirement is separate from and not intended to replace clash detection activities. The review applies to all MEP and Systems disciplines. For each briefing, the team must document and make available, the meeting minutes, including its purpose, frequency, attendees, agenda items, and any design deliverables, models, drawings, or decision points reviewed.	At minimum plan for two workshops that align with design packaging plan, allowing for timely Sound Transit feedback to influence design submittals. One, three weeks prior to 60% submittal and one, three weeks prior to 100% submittal. ST reserves the rights for up to three additional BIM Walkthrough workshops after the 100% design submittal. The decision about performing these post 100% BIM Walkthrough will be made by ST based on major design changes that may require integration.

9.3 DESIGN TECHNOLOGY SUBMITTAL REVIEW PROCESS

The design technology submittal review process ensures that all project information is managed, validated, and submitted in compliance with ISO 19650 and Sound Transit Design Technology Manual.

9.3.1 ISO 19650 Review

ISO 19650 provides a framework for collaboration and information management across the project lifecycle. Projects must adopt an ISO 19650 approach to facilitate information management principles by:

- Maintaining standardized and organized BIM/CAD information

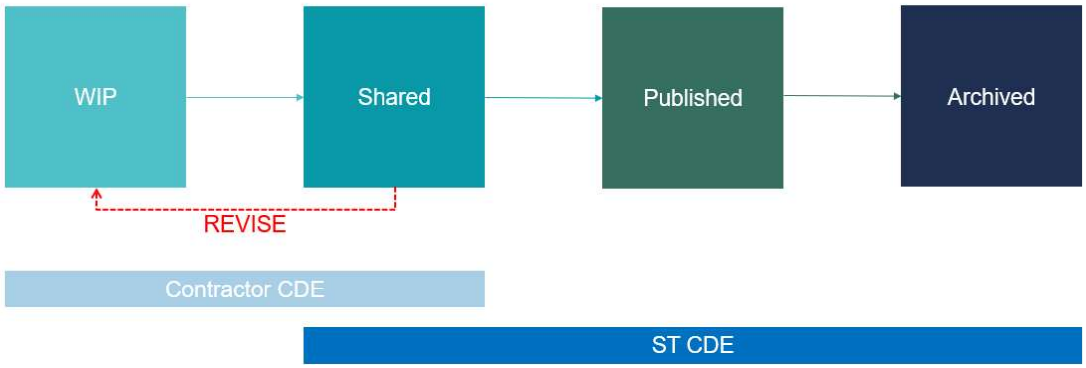
- Utilizing a Common Data Environment (CDE) for centralized document management
- Conducting data validation and quality checks prior to submission to Sound Transit

9.3.2 Common Data Environment

The Common Data Environment serves as the central platform for managing workflows, coordinating teams, controlling permissions, performing reviews, and facilitating the exchange of BIM and CAD deliverables.

- The Project team must provide their own CDEs that complies with ISO 19650 and ST Design Technology Manual.
- The CDE must be an Autodesk Forma project bridged to Sound Transit's Forma CDE to facilitate transmittal of information.
- Documents in the CDE progress through four states. See Figure 1.

Figure 1: BIM/CAD Document Workflow in CDE



- Work in Progress (WIP): Information remains within the Project team's Autodesk CDE.
- Shared: Information shared into ST's CDE for coordination with Sound Transit. This includes BIM and CAD information that is used for coordination with other Project Team or third parties.
- Published: Information accepted by Sound Transit following review.
- Archived: Finalized information stored for record purposes.

9.3.3 Assigning Suitability Status Codes

All files in Autodesk CDE must be assigned a suitability status code as defined in Table 9-2. Suitability status labels or tags indicate the intended purpose and permitted use of each file throughout the project lifecycle.

Table 9-2 Suitability Status Codes

Suitability Status	Trigger	Purpose Of Use
S0 (Initial Status)	Triggered automatically when a file is rejected or revised in Autodesk CDE.	Unverified information – not for sharing Design development Note: Data and information assigned 'S0' is not to be disseminated, or used by other Discipline Teams, or the Client, for any purpose.
S1 (for Coordination)	Sharing information for coordination with other disciplines.	For coordination with other disciplines, being technically correct from the originator's point of view but not yet fully coordinated.
S2 (for Information)	Response to a specific request for information by another discipline or external party, when the information has not yet achieved published state.	For partially coordinated and partially approved (noncontractual) information requested by external parties, for a specific and restricted use as stated in accompanying commentary.
S3 (for Review and Comment)	When review and comment is specifically required, often by the client or a third party.	For review and comment from one or more parties. Usually this follows completion of the coordination process, however this suitability may be applied at any stage when other specific review and commentary is required. If not fully coordinated this must be made clear to all parties.
S4 (for Stage Approval)	Coordination and comment complete, for delivery to the Client at any of the agreed Project Stages.	For Client authorization and publication at a stage identified in the program.
AA (For Construction)	Approved for construction model.	IFB/IFC model submission but still subject to change before Record Submission.
AB (As Built)	Submitted after the IFC issue and changed by the Resident Engineer.	Changes are captured progressively throughout construction and updated in the As-Built BIM model as required by the contract.
CR (Record Document)	Submitted after As-Built issue.	As constructed – record document.

9.3.4 Submittal Preparation

All documents must undergo information checks and reviews in the CDE to verify completeness and confirm that each submittal package includes all required components.

The Model Submission Checklist is required for all deliverables submitted through Autodesk CDE. The checklist is provided in Autodesk CDE and must be submitted with M3D models, point cloud files, pdf books, and native CAD files.

9.3.5 Submittal Methods

Design Technology submittals are managed through ST Document Controller and the Common Data Environment.

9.3.5.1 Non-BIM Submittals

For non-BIM deliverables, contact ST Document Control Coordinator for the Electronic Document Management System (EDMS) and follow the Document Control Desktop Instructions.

9.3.5.2 BIM/CAD Submittals

BIM/CAD deliverables are managed through the common data environment of Autodesk CDE.

- ST AEC Technology will provide a defined shared folder structure in ST's CDE for file sharing.
- ST AEC Technology will provide preconfigured file packages within ST's CDE Data Management module, named to correspond with the applicable submittal package delivered by the Project via the project's CDE, for inclusion of all required submittal files.
- Non-compliant files will be detained in a holding area and will not be accepted for review. Refer to "Model Submittal Requirement" in the Design Technology Manual.
- Model submission checklist forms will be used for each M3D file submitted.
- Rename the form to: [File name-%Milestone-Design or Construction-Version Number]

  Example: W200-JAC-W01-MF-FAC-M3D-209101-60%-Design-V0
- The Project team will notify AEC Technology by using the Correspondence tool in ST's CDE when the forms have been completed.
- AEC Technology will verify each form and provide issues and comments when necessary. Review of the form of responses is done in conjunction with the review of the M3D models.
- The Project team will be notified via the Correspondence tool if the file submittal has been rejected.
- Upon submission of the completed Model Submission Checklist forms, ST AEC Technology will review the documentation and determine final acceptance.

9.3.6 Submittal Review Process

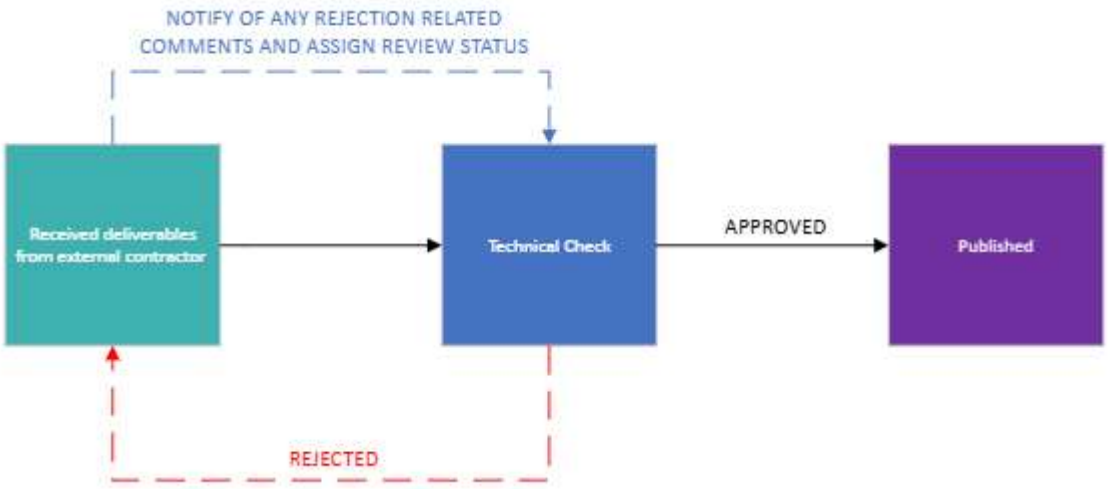
9.3.6.1 Information State During Review

- For non-BIM deliverables, submitted documents received will be reviewed and managed by ST Document Controller.
- Information that the Project team is sharing into Sound Transit's CDE for review and approval is in a 'Shared' state. The information that is reviewed and accepted by Sound Transit will be in a 'Published' state.

9.3.6.2 Submittal Review Status

- Sound Transit will initiate a review and approval workflow on documents received and perform a series of basic checks to validate documents received. See Figure 2.

Figure 2: Design Technology Deliverable Review Workflow



- During the deliverable review workflow, the ST AEC Technology team or delegate assigns review statuses to information within Sound Transit's common data environment, as outlined in Table 9-3.
- These review statuses are transmitted back to the Project team through Autodesk CDE Bridge, and submittals must be revised and resubmitted as necessary until the deliverable attains acceptance.

Table 9-3: Review Status Data

Review Status	Review Status code	Review Status description
No Exceptions Taken	1	Denotes the submittal conforms to the requirements of the contract documents and that fabrication and installation may proceed without a resubmittal.

Exceptions As Noted – Resubmission Not Required	2	Denotes that the submittal conforms to the contract documents with the reviewer's corrections incorporated. Resubmittal, prior to proceeding, is not required unless the Project team takes exception to the reviewer's comments.
Exceptions As Noted – Resubmission Required	3	Denotes that the submittal conforms to the contract documents with the reviewer's corrections incorporated. The submittal must be revised to incorporate the corrections and resubmitted to the Resident Engineer for verification and approval, prior to proceeding with fabrication and installation,
Rejected	4	Denotes the submittal is deficient to the degree that the review cannot be completed, and the submittal must be revised and resubmitted.

9.4 DELIVERABLES

The required design technology deliverables include reports, drawings, and models. This section describes all the design technology deliverables required during the lifecycle of the project and is also summarized in Exhibit EP-18-01 Design-Bid-Build Design Technology Project Deliverables Matrix and Exhibit EP-18-02 Design-Build Design Technology Project Deliverables Matrix Design-Build.

9.4.1 General

- The first version of all Execution Plans must be submitted within 30 days post NTP for approval by the ST AEC Technology Team or their delegate.
- All Execution Plans must be maintained by the Project team throughout the project lifecycle and kept consistent with other design technology plans.
- Execution Plans must be resubmitted at each required milestone submittal and whenever significant changes occur between each milestone. Significant changes include, but are not limited to, changes in LOD, scope, requirements, phase, workflows, technology, and project team structures.

9.4.2 Reports

Reports include plans, matrices, logs, and checklists. Reports must be submitted to the ST AEC Technology Team through ST Document Controller.

- Autodesk Batch Standards Checker Report: The Project team must submit a Batch Standards Checker Report of all drawing files for each milestone.
- Autodesk Reference Manager Report: The Project team must submit a Reference Manager report of all drawing files for each milestone.
- As-Built and Record Drawing Execution Plan: The purpose of this plan is to provide a framework, with which project teams will outline the information,

procedures, and responsibilities relevant to the creation, tracking, and submittal of As-built and Record Drawings for Sound Transit AEC Technology verification.

- BIM Walkthrough Meeting Minutes: The Project Team must submit the BIM Walkthrough meeting minutes to ST Document Controller.
- Clash Detection Matrix: The Project team must provide a clash detection matrix as part of the BXP that includes existing, temporary, and design elements to be clash-checked, and assign priority based on time, cost, and impact to resolve the clash.
- Clash Detection Report: The clash detection report must be submitted with each submission of the federated model.
- Design Technology Execution Plan (DTXP): The DTXP provides a framework for how Consultant and Construction teams outline information, procedures, and responsibilities relevant to BIM and information management. The DTXP includes the BIM Execution Plan (BXP) and the Common Data Environment Execution Plan (CDEXP). The DTXP is maintained and submitted by the Project team throughout the lifecycle of the project.
- Design Technology Master Information Delivery Plan (DTMIDP): The DTMIDP is a comprehensive list of the project's design technology deliverables and delivery schedule.
- Drawing/Model Change Log: All drawing/model changes post IFC must be documented in the Drawing/Model Change Log. The Project team must submit the format for the Drawing/Model change log to ST AEC Technology Manager for approval prior to use.
- LOD Matrix: The forecasted LOD for each major milestone is submitted to Sound Transit for review and approval as part of the DTXP.
- Submittal Package Checklists: The Submittal Package Checklist is provided in Autodesk CDE and must be submitted with M3D models, point cloud files, pdf books, and native CAD files.
- Xref File Management Plan: The Project team must submit a plan that defines proposed xref file revision processes during construction.

9.4.3 Drawings

Single Sheet PDFS and PDF Books of the Drawings must be submitted via the project approved tool and a copy must be submitted to Autodesk CDE.

- Design Drawings: Design drawings are prepared by the Project Team per EP-03.
- As-Built Drawings: As-built drawings are prepared by the Contractor and submitted via specification 01 78 39 As-Built Documents.

- Record Drawings: A single combined record drawings package of the final site conditions must be submitted via Autodesk CDE.

9.4.4 Models

All models are developed and delivered in the following Autodesk CAD and BIM software products:

- Autodesk AutoCAD
- Autodesk Civil3D
- Autodesk Construction Cloud
- Autodesk Revit
- Autodesk Navisworks Manage

Model submissions include:

- Detailed Design Models
- Invitation for Bid
- Issued for Construction
- As-built Models
- Record Models

Model Federation and Clash Detection

- A single, federated model must be submitted on Autodesk CDE via Bridge.
- Use the federated model to run and complete clash detection.

4D Modeling

- If 4D modeling is required, provide a time sequenced model (4D) for each submission milestone or as requested by Sound Transit.

10.0 EXHIBITS

- EP-18-01: Design-Bid-Build Design Technology Project Deliverables Matrix
- EP-18-02: Design-Build Design Technology Project Deliverables Matrix

EXHIBIT EP-18-01 DESIGN-BID-BUILD DESIGN TECHNOLOGY PROJECT DELIVERABLES MATRIX

30 Days Post NTP	Preliminary Engineering (PE) (30% design)	Final Design (FD) (60%)	Final Design (FD) (90%)	Final Design (FD) (100%)	Invitation for Bid (IFB)	Pre-Substantial Completion (60 days prior to the start of permanent construction activities)	Substantial Completion	Project Closeout
• Design Technology Execution Plan (DTXP)	• Design Technology Execution Plan (DTXP)	• Design Technology Execution Plan (DTXP)	• Design Technology Execution Plan (DTXP)	• Design Technology Execution Plan (DTXP)	• Design Technology Execution Plan (DTXP)	• Design Technology Execution Plan (DTXP)	• Design Technology Execution Plan (DTXP)	• Design Technology Execution Plan (DTXP)
	• Design Technology Master Information Delivery Plan (DTMIDP)	• Design Technology Master Information Delivery Plan (DTMIDP)	• Design Technology Master Information Delivery Plan (DTMIDP)	• Design Technology Master Information Delivery Plan (DTMIDP)	• Design Technology Master Information Delivery Plan (DTMIDP)	• Design Technology Master Information Delivery Plan (DTMIDP)	• Design Technology Master Information Delivery Plan (DTMIDP)	• Design Technology Master Information Delivery Plan (DTMIDP)
	• Clash Detection Report	• Clash Detection Report	• Clash Detection Report	• Clash Detection Report	• Clash Detection Report	ST As-Built and Record Drawing Execution Plan for approval within 60 days prior to the start of permanent construction activities. Approval must be granted by ST prior to construction.	• Clash Detection Report	• Clash Detection Report
	• Submittal Package Checklist	• Submittal Package Checklist	• Submittal Package Checklist	• Submittal Package Checklist	• Submittal Package Checklist		• Drawing/Model Change Log	• Submittal Package Checklist
	• Autodesk Batch Standard File Checker	• Autodesk Batch Standard File Checker	• Autodesk Batch Standard File Checker	• Autodesk Batch Standard File Checker	• Autodesk Batch Standard File Checker		• Submit completed as-built books to ST for review as they are completed, prior to REC acceptance.	• Autodesk Batch Standard File Checker

30 Days Post NTP	Preliminary Engineering (PE) (30% design)	Final Design (FD) (60%)	Final Design (FD) (90%)	Final Design (FD) (100%)	Invitation for Bid (IFB)	Pre-Substantial Completion (60 days prior to the start of permanent construction activities)	Substantial Completion	Project Closeout
	• Autodesk Reference Manager Report	• Autodesk Reference Manager Report	• Autodesk Reference Manager Report	• Autodesk Reference Manager Report	• Autodesk Reference Manager Report		• ST As-Built Drawing and Record Drawing Execution Plan for approval within 60 days prior to the start of permanent construction activities. Approval must be granted by ST prior to construction.	• Autodesk Reference Manager Report
	• Electronic Supporting Files	• Electronic Supporting Files	• Electronic Supporting Files	• Electronic Supporting Files	• Electronic Supporting Files			• Electronic Supporting Files
	• 4d		• 4d		• 4d			• Drawing/ Model Change Log
								• Record Drawings

EXHIBIT EP-18-02 DESIGN-BUILD DESIGN TECHNOLOGY PROJECT DELIVERABLES MATRIX

30 Days Post NTP	Preliminary Engineering (PE) (Request for Proposal Development) (30% design)	Post-Award Submittal (Project/Engineering determines design development % submittal)	Final Design (FD) (60%)	Final Design (FD) (100%)	Issue for Construction (IFC)	Pre-Substantial Completion (60 days prior to the start of permanent construction activities)	Substantial Completion	Project Closeout
• Design Technology Execution Plan (DTXP)	• Design Technology Execution Plan (DTXP)	• Design Technology Execution Plan (DTXP)	• Design Technology Execution Plan (DTXP)	• Design Technology Execution Plan (DTXP)	• Design Technology Execution Plan (DTXP)	ST As-Built and Record Drawing Execution Plan for approval within 60 days prior to the start of permanent construction activities. Approval must be granted by ST prior to construction.	• Design Technology Execution Plan (DTXP)	• Design Technology Execution Plan (DTXP)
	• Design Technology Master Information Delivery Plan (DTMIDP)	• Design Technology Master Information Delivery Plan (DTMIDP)	• Design Technology Master Information Delivery Plan (DTMIDP)	• Design Technology Master Information Delivery Plan (DTMIDP)	• Design Technology Master Information Delivery Plan (DTMIDP)		• Design Technology Master Information Delivery Plan (DTMIDP)	• Design Technology Master Information Delivery Plan (DTMIDP)
	• Clash Detection Report	• 4d	• Clash Detection Report	• Clash Detection Report	• Clash Detection Report		• Clash Detection Report	• Clash Detection Report
	• Submittal Package Checklist		• Submittal Package Checklist	• Submittal Package Checklist	• Submittal Package Checklist		• Drawing/ Model Change Log	• Submittal Package Checklist
	• Autodesk Batch Standard File Checker		• Autodesk Batch Standard File Checker	• Autodesk Batch Standard File Checker	• Autodesk Batch Standard File Checker		• Submit completed as-built books to ST for review as they are completed, prior to REC acceptance.	• Autodesk Batch Standard File Checker

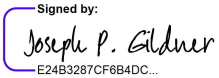
30 Days Post NTP	Preliminary Engineering (PE) (Request for Proposal Development) (30% design)	Post-Award Submittal (Project/Engineering determines design development % submittal)	Final Design (FD) (60%)	Final Design (FD) (100%)	Issue for Construction (IFC)	Pre-Substantial Completion (60 days prior to the start of permanent construction activities)	Substantial Completion	Project Closeout
	• Autodesk Reference Manager Report		• Autodesk Reference Manager Report	• Autodesk Reference Manager Report	• Autodesk Reference Manager Report			• Autodesk Reference Manager Report
	• Electronic Supporting Files		• Electronic Supporting Files	• Electronic Supporting Files	• Electronic Supporting Files			• Electronic Supporting Files
	• 4d				• 4d			• Drawing/ Model Change Log
								• Record Drawings

Certificate Of Completion

Envelope Id: 5909ADB6-1875-80E5-80C3-488756294305 | Status: Completed
Subject: Docusign: Please sign EP-18 Design Technology Submittal and Review Rev 0 - APR 2026.pdf
Source Envelope:
Document Pages: 18 | Signatures: 2 | Envelope Originator:
Certificate Pages: 2 | Initials: 0 | Christina Seo
AutoNav: Enabled | 401 S Jackson St
EnvelopeId Stamping: Enabled | Seattle, WA 98104
Time Zone: (UTC-08:00) Pacific Time (US & Canada) | christina.seo@soundtransit.org
IP Address: 20.236.201.103

Record Tracking

Status: Original | Holder: Christina Seo | Location: DocuSign
4/24/2026 9:32:18 AM | christina.seo@soundtransit.org
Security Appliance Status: Connected | Pool: StateLocal

Signer Events	Signature	Timestamp
Joanna Perez joanna.perez@soundtransit.org Dpty Dir - Tech Stds & Rqmts Security Level: Email, Account Authentication (None)	Signed by:  3E9B4DE26876406... Signature Adoption: Pre-selected Style Using IP Address: 97.113.83.115	Sent: 4/24/2026 9:36:16 AM Viewed: 4/27/2026 8:48:42 AM Signed: 4/27/2026 8:49:28 AM
Electronic Record and Signature Disclosure: Not Offered via Docusign		
Joseph P. Gildner joseph.gildner@soundtransit.org Chief Engineer Security Level: Email, Account Authentication (None)	Signed by:  E24B3287CF6B4DC... Signature Adoption: Pre-selected Style Using IP Address: 199.191.49.17	Sent: 4/24/2026 9:36:16 AM Viewed: 4/24/2026 11:36:01 AM Signed: 4/24/2026 11:37:35 AM
Electronic Record and Signature Disclosure: Not Offered via Docusign		

In Person Signer Events	Signature	Timestamp

Editor Delivery Events	Status	Timestamp

Agent Delivery Events	Status	Timestamp

Intermediary Delivery Events	Status	Timestamp

Certified Delivery Events	Status	Timestamp

Carbon Copy Events	Status	Timestamp

Witness Events	Signature	Timestamp

Notary Events	Signature	Timestamp

Envelope Summary Events	Status	Timestamps
Envelope Sent	Hashed/Encrypted	4/24/2026 9:36:16 AM
Certified Delivered	Security Checked	4/24/2026 11:36:01 AM

Envelope Summary Events	Status	Timestamps
Signing Complete	Security Checked	4/24/2026 11:37:35 AM
Completed	Security Checked	4/27/2026 8:49:28 AM

Payment Events	Status	Timestamps