

Meridian Intelliport Meta Data Entry Spreadsheet

File Home Insert Page Layout Formulas Data Review View Add-Ins JMP Acrobat IntelliPort

Load Filenames Data

Click to load file names – files provided by contractor

A9 08113-A001.pdf

AiM Project number to be entered by GT Project Manager

Column Key:
Required - Single-Value
Required - Multi-Value
Optional - Single-Value
Optional - Multi-Value

Color-coded column keys

Original File Name	Sheet Number	Class <i>(Double Click)</i>	Subclass <i>(Double Click)</i>	Discipline <i>(Double Click)</i>	System <i>(Double Click)</i>	Volume	Sort Order	Rev.	Drawing Type <i>(Double Click)</i>
08113-A001.pdf	A001.pdf	DWG	RST	ARCH	NA		01	1	FP
08113-A002.pdf	A002.pdf	DWG	RST	ARCH	NA		02	1	FP
08113-A101.pdf	A101.pdf	DWG	RST	ARCH	NA		03	1	FP
08113-A201.pdf	A201.pdf	DWG	RST	ARCH	NA		04	1	FP
08113-A251.pdf	A251.pdf	DWG	RST	ARCH	NA		05	1	FP
08113-A301.pdf	A301.pdf	DWG	RST	ARCH	NA		06	1	FP
08113-A302.pdf	A302.pdf	DWG	RST	ARCH	NA		07	1	FP
08113-A420.pdf	A420.pdf	DWG	RST	ARCH	NA		08	1	FP
08113-A450.pdf	A450.pdf	DWG	RST	ARCH	NA		09	1	FP
08113-A500.pdf	A500.pdf	DWG	RST	ARCH	NA		10	1	FP

All this data to be entered by contractor

Code Reference Page

1	CODE REFERENCE						
2							
3	DISCIPLINE CODE	DRAWING TYPE	SYSTEM CODE	DOC CLASS CODE	CLASS DESCRIPTION	DOC SUBCLASS CODE	SUBCLASS DESCRIPTION
4							
5	ARCH - ARCHITECTURE	CP - Ceiling Plan	CAM - Security Camera	DWG	DRAWING - MODEL	RST	RECORD SET
6	AV - AUDIO/VISUAL	CS - Cover Sheet	COM - telephone / data			DES	DESIGN REVIEW
7	CIVL - CIVIL	DG - Diagrams	CHW - Chilled Water			SRV	SURVEY
8	COMM - TELECOMM	DP - Demolition Plan	DGM - Danegerous Gas Monitoring			BID	BID SET
9	DEMO - DEMOLITION (BLDG)	DT - Detail	DOM - Domestic Water				
10	ELEC - ELECTRICAL	EL - Elevation	DRC - Door Controls				
11	FIRE - FIRE SAFETY	EV - Evacuation Plan	FAL - Fire Alarm				
12	INTR - INTERIORS	FP - Floor Plan	HVC - HVAC/CONTROLS	TEC	TECHNICAL DOCUMENT	OM	O&M - TRAINING
13	KITC - KITCHEN/FOOD SERVICE	FR - Framing Plan	HHW - Hydronic Heating Water			SPEC	SPECIFICATIONS
14	LFRN - LAB FURNISHINGS	GR - Grading Plan	IRR - Irrigation			SUB	SUBMITTAL
15	LAND - LANDSCAPE	HVAC - HVAC Plan	ITA - Intrusion Alarms			WAR	WARRANTY
16	MECH - MECHANICAL	LP - Lighting Plan	LTG - Lighting/Controls			CMS	COMMISSIONING
17	PLUM - PLUMBING	LS - Life Safety	NAG - Natural Gas			INSP	INSPECTION REPORT
18	SAFE - LIFE SAFETY	NO - Notes	PWR - Power			TB	TEST & BALANCE
19	SEC - SECURITY	OL - One Line	SAN - Sanitary Sewer			SOIL	SOILS REPORT
20	STRC - STRUCTURAL	PI - Piping Plan	STC - Steam/Condensate			STDY	STUDY
21		PL - Plumbing Plan	STO - Storm Sewer			MAT	MATERIALS REPORT
22		PP - Plan & Profile	NA - Not Applicable			ANA	ANALYSIS
23		PV - Paving Plan				CERT	CERTIFICATION
24		PW - Power Plan					
25		QP - Equipment Plan		IMG	IMAGE - PHOTO - VIDEO	AER	AERIAL
26		RI - Riser				ART	ARTWORK
27		RP - Roof Plan				EVT	EVENT
28		SC - Schematic				EXT	BUILDING EXTERIOR

Error codes - colors

A	B	C	D	E
Color	Description			
Yellow	File does not exist at that path			
Red	Data is required but is missing			
Orange	Data is incorrect			
Dark Blue	Duplicate Meridian doc name			