**County**

**Route**

**Job Number**

**Core Team Member**

(New 1-1-03)

# 

**PROJECT SCOPING CHECKLIST**

(Add additional notes as required)

# Design

|  |  |
| --- | --- |
|  | Purpose and need |
|  | Standards |
|  | Existing conditions |
|  | Traffic handling |
|  | Consider need for contract incentives or disincentives to minimize construction time |
|  | Accident and safety issues |
|  | Surveying and mapping |
|  | Value Engineering study |
|  | Design exceptions |
|  | Public involvement |
|  | Consider signing, signals & lighting |
|  | Consider FHWA oversight |
|  | Outsourcing design |

# Planning

|  |  |
| --- | --- |
|  | Needs |
|  | Multimodal |
|  | Urgency/Funding availability/Sources |
|  | Project coordination |

# Environmental

|  |  |
| --- | --- |
|  | NEPA |
|  | Parks, Public Lands, and Section 4(f) |
|  | Noise |
|  | Farmland |
|  | Floodplain |
|  | Hazardous waste |
|  | Wetlands and other waters of the U.S. |
|  | Threatened and endangered species |
|  | Socioeconomic considerations |
|  | Cultural resources considerations |

**Cultural Resources**

|  |  |
| --- | --- |
|  | National Register eligibility |
|  | Archeological sites |

# Construction

|  |  |
| --- | --- |
|  | Resources |
|  | Development in project area |
|  | Constructibility |
|  | Project administration |
|  | Earthwork |
|  | Bases & Aggregate surfaces |
|  | Flexible pavement issues |
|  | Rigid pavement issues |
|  | Incidental construction issues |
|  | Structures |
|  | Roadside development |
|  | Traffic control |
|  | Minimization of construction time |

# Bridge

|  |  |
| --- | --- |
|  | Rehabilitation vs. Replacement |
|  | Outsourcing design |
|  | Bridge type |
|  | Bridge size |
|  | Permits |
|  | Traffic handling |
|  | Retaining walls |
|  | Box culverts |

# Railroads

|  |  |
| --- | --- |
|  | Type of crossing |
|  | Temporary crossing |
|  | Crossing upgrades |

# Maintenance

|  |  |
| --- | --- |
|  | Long term maintenance needs |
|  | Existing maintenance problems |
|  | Maintainability of new project |
|  | Roadway maintenance |
|  | Shoulders & approaches |
|  | Drainage considerations |
|  | Roadsides |
|  | Bridge maintenance |
|  | Snow and ice control |
|  | Traffic control |
|  | Safety issues |

# Traffic

|  |  |
| --- | --- |
|  | Urgency |
|  | Safety/Operational issues |
|  | Signals |
|  | Signing |
|  | Lighting |
|  | Striping |
|  | Access management |
|  | Work zone |
|  | ITS |

**R/W**

|  |  |
| --- | --- |
|  | Land use |
|  | Improvements |
|  | Relocations |
|  | Minimization of impact |
|  | Adequate negotiation time |
|  | Public facilities |
|  | Access management |
|  | Billboards |
|  | Estimation of Easements |

**Public Information and Outreach**

|  |  |
| --- | --- |
|  | Develop Public Involvement Plan |
|  | Public hearings |
|  | Communication plan |
|  | Ensure the steps of the PIP are Completed |

**Utilities**

|  |  |
| --- | --- |
|  | Conceptual study |
|  | Preliminary plan |
|  | Right of Way plans |
|  | Utility construction work |
|  | Public Affairs |
|  | Utilities |
|  | Materials |
|  | Legal |
|  | Right of Way |

**Materials**

|  |  |
| --- | --- |
|  | Slope parameters |
|  | Borrow material |
|  | Pavement type selection |

**Legal**

|  |  |
| --- | --- |
|  | Adjacent impacts |
|  | Condemnation |
|  | Agreements |

*For questions, comments, or suggested revisions to this checklist, please contact a Project Development Liaison Engineer*