



## ITS Projects – Systems Engineering and Architecture Compliance (Rule 940) Checklist

For all ITS projects, a Systems Engineering Checklist must be submitted to the Federal Highway Administration (FHWA) for review and approval. The checklist needs to be completed and submitted to the FHWA for review and approval prior to preliminary engineering authorization.

**SECTION 1 – Project Information**

**1.1 NAME OF PERSON FILING CHECKLIST**

<b>1.2 PROJECT TITLE</b>	<b>1.3 KEY NUMBER</b>
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**1.4 PROJECT PURPOSE**

Is there a project prospectus that defines the problem?  Yes  No

If "No", please provide information:

Is there a project prospectus that defines the proposed solution?  Yes  No

If "No", please provide information:

**1.5 HOW WERE THESE NEEDS IDENTIFIED? (Check appropriate box)**

Internal Assessment     Stakeholder Involvement     Regional ITS Plan     Other

Please provide details on how needs were identified – If other documentation was used as a reference, please identify it here:

<b>1.6 CONTACT PERSON/GROUP</b>	<b>1.7 PROJECT LOCATION</b> <input type="checkbox"/> See Project Prospectus (if available) Highway                      MP Other	<b>1.8 BUDGET</b> <input type="checkbox"/> State <input type="checkbox"/> Federal <input type="checkbox"/> Other Amount
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**1.9 NATURE OF WORK (Check appropriate box)**

Software/Integration     Construction     Operations     Evaluations     Planning

Maintenance (Equipment Replacement)     Others (Please Specify)

**1.10 RELATIONSHIP TO OTHER PROJECTS AND PHASES**

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**SECTION 2 – Regional Architecture Assessment**

**2.1 PORTIONS OF REGIONAL ARCHITECTURE BEING IMPLEMENTED**

- Archived Data Management
- Public Transportation
- Traveler Information
- Traffic Management
- Vehicle Safety
- Commercial Vehicle Operations
- Emergency Management
- Maintenance & Construction Management

**2.2 INVENTORY ELEMENTS IN ODOT REGIONAL ARCHITECTURE INCLUDED BY PROJECT**

**2.3 INTERFACE IMPACTS (I.E. DATA EXCHANGES) DUE TO PROJECT**

**2.4 DOES THE DESIGN INCORPORATE NATIONAL ITS STANDARDS?**

- No     Yes

If "Yes", please specify what ITS Standards are being used:

**2.5 DOES THE DESIGN INCORPORATE ANY ODOT IT STANDARDS**

- No     Yes

If "Yes", please specify what ODOT IT Standards are being used:

**2.6 CHANGES RECOMMENDED TO ODOT and/or REGIONAL ARCHITECTURES**

- No     Yes

If "Yes", please specify and provide detail:

**SECTION 3 – Project Matrix**

**3.1 PROJECT MATRIX - DOCUMENTATION**

	Existing	Existing To Be Modified	To Be Developed	Not Applicable	Comments/Document Reference
Alternatives Analysis	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Concept of Operations	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Requirements	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Design	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
System Test Plan	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

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**SECTION 4 – Procurement**

**4.1 PROCUREMENT METHODS** (Check all that apply)

- Construction Contract
- Request for Proposal
- Invitation to Bid
- State Price Agreement Contract
- Flexible Service Contract
- Other

Comments:

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**4.2 EQUIPMENT TO BE PURCHASED WITH PROJECT FUNDING**

**SECTION 5 – Operations and Maintenance**

**5.1 PROCEDURES AND RESOURCES NEEDED FOR OPERATION**

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**5.2 ESTIMATED ANNUAL OPERATIONS AND MAINTENANCE COSTS**

**SECTION 6 - Schedule**

**6.1 EXPECTED COMPLETION DATE**

**SECTION 7 - Agreements**

**7.1 IS AN INTERSTATE OR INTERGOVERNMENTAL AGREEMENT NEEDED FOR THIS PROJECT?**

- Existing     To be Developed     No

Please describe: