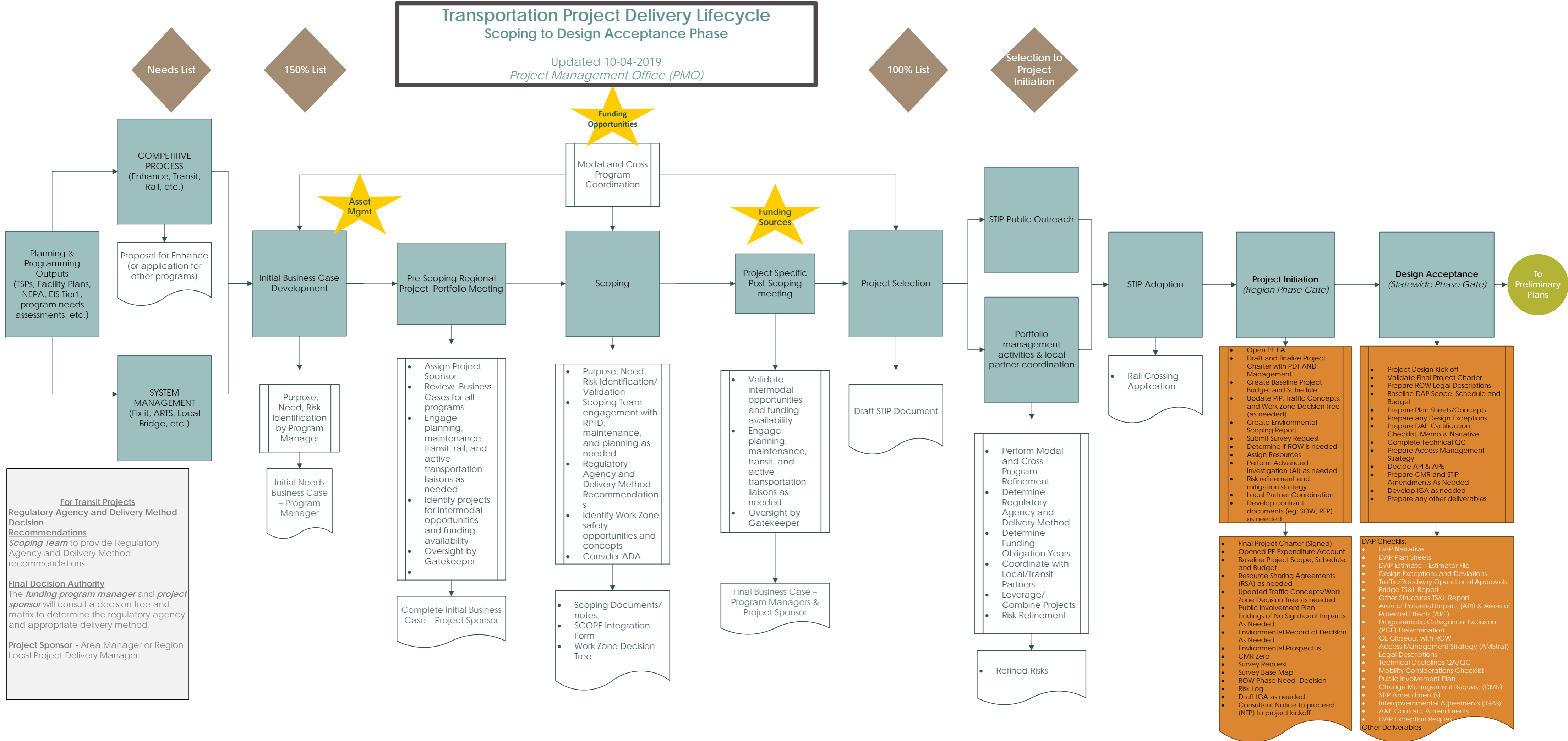


Transportation Project Delivery Lifecycle

Scoping to Design Acceptance Phase

Updated 10-04-2019
Project Management Office (PMO)



For Transit Projects
Regulatory Agency and Delivery Method Decision **Recommendations**
Scoping Team to provide Regulatory Agency and Delivery Method recommendations.

Final Decision Authority
The *funding program manager* and *project sponsor* will consult a decision tree and matrix to determine the regulatory agency and appropriate delivery method.

Project Sponsor - Area Manager or Region Local Project Delivery Manager

Purpose, Need, Risk Identification by Program Manager

Initial Needs Business Case - Program Manager

- Assign Project Sponsor
- Review Business Cases for all programs
- Engage planning, maintenance, transit, rail, and active transportation liaisons as needed
- Identify projects for intermodal opportunities and funding availability
- Oversight by Gatekeeper

Complete Initial Business Case - Project Sponsor

- Purpose, Need, Risk Identification/Validation
- Scoping Team engagement with RPTD, maintenance, and planning as needed
- Regulatory Agency and Delivery Method Recommendations
- Identify Work Zone safety opportunities and concepts
- Consider ADA

Scoping Documents/notes

SCOPE Integration Form

Work Zone Decision Tree

- Validate intermodal opportunities and funding availability
- Engage planning, maintenance, transit, and active transportation liaisons as needed
- Oversight by Gatekeeper

Final Business Case - Program Managers & Project Sponsor

Draft STIP Document

- Perform Modal and Cross Program Refinement
- Determine Regulatory Agency and Delivery Method
- Determine Funding Obligation Years
- Coordinate with Local/Transit Partners
- Leverage/Combine Projects
- Risk Refinement

Refined Risks

- Open PE EA
- Draft and finalize Project Charter with PDT AND Management
- Create Baseline Project Budget and Schedule
- Update PIP, Traffic Concepts, and Work Zone Decision Tree (as needed)
- Create Environmental Scoping Report
- Submit Survey Request
- Determine if ROW is needed
- Assign Resources
- Perform Advanced Investigation (AI) as needed
- Risk refinement and mitigation strategy
- Local Partner Coordination
- Develop contract documents (eg: SOW, RFP) as needed

- Final Project Charter (Signed)
- Opened PE Expenditure Account
- Baseline Project Scope, Schedule, and Budget
- Resource Sharing Agreements (RSA) as needed
- Updated Traffic Concepts/Work Zone Decision Tree as needed
- Public Involvement Plan
- Findings of No Significant Impacts As Needed
- Environmental Record of Decision As Needed
- Environmental Prospectus
- CMR Zero
- Survey Request
- Survey Base Map
- ROW Phase Need Decision
- Risk Log
- Draft IGA as needed
- Consultant Notice to proceed (NTP) to project kickoff

- Project Design Kick off
- Validate Final Project Charter
- Prepare ROW Legal Descriptions
- Baseline DAP Scope, Schedule and Budget
- Prepare Plan Sheets/Concepts
- Prepare any Design Exceptions
- Prepare DAP Certification, Checklist, Memo & Narrative
- Complete Technical QC
- Prepare Access Management Strategy
- Decide API & APE
- Prepare CMR and STIP Amendments As Needed
- Develop IGA as needed
- Prepare any other deliverables

- DAP Checklist**
- DAP Narrative
 - DAP Plan Sheets
 - DAP Estimate - Estimator File
 - Design Exceptions and Deviations
 - Traffic/Roadway Operational Approvals
 - Bridge TS&L Report
 - Other Structures TS&L Report
 - Area of Potential Impact (API) & Areas of Potential Effects (APE)
 - Programmatic Categorical Exclusion (PCE) Determination
 - CE Closeout with ROW
 - Access Management Strategy (AMStrat)
 - Legal Descriptions
 - Technical Disciplines OA/QC
 - Mobility Considerations Checklist
 - Public Involvement Plan
 - Change Management Request (CMR)
 - STIP Amendment(s)
 - Intergovernmental Agreements (IGAs)
 - A&E Contract Amendments
 - DAP Exception Request
- Other Deliverables