

DAP to PS&E



Daniel Ohrn

ODOT Region 2 Environmental Unit Manager

Daniel came to ODOT in 2009, starting his ODOT career in Region 1 and later making the move to Region 2 in 2015.

In his time at ODOT, Daniel has held several positions, including Erosion Control Specialist, Biologist, and Region Environmental Coordinator (REC). He currently manages the Region 2 Environmental Unit.



Design Acceptance Package Complete (DAP) to PS&E Takeaways

1. Manage environmental risks to resolution
2. Understand NEPA form & process requirements
3. Manage task completion to support NEPA documentation



DAP Requirements

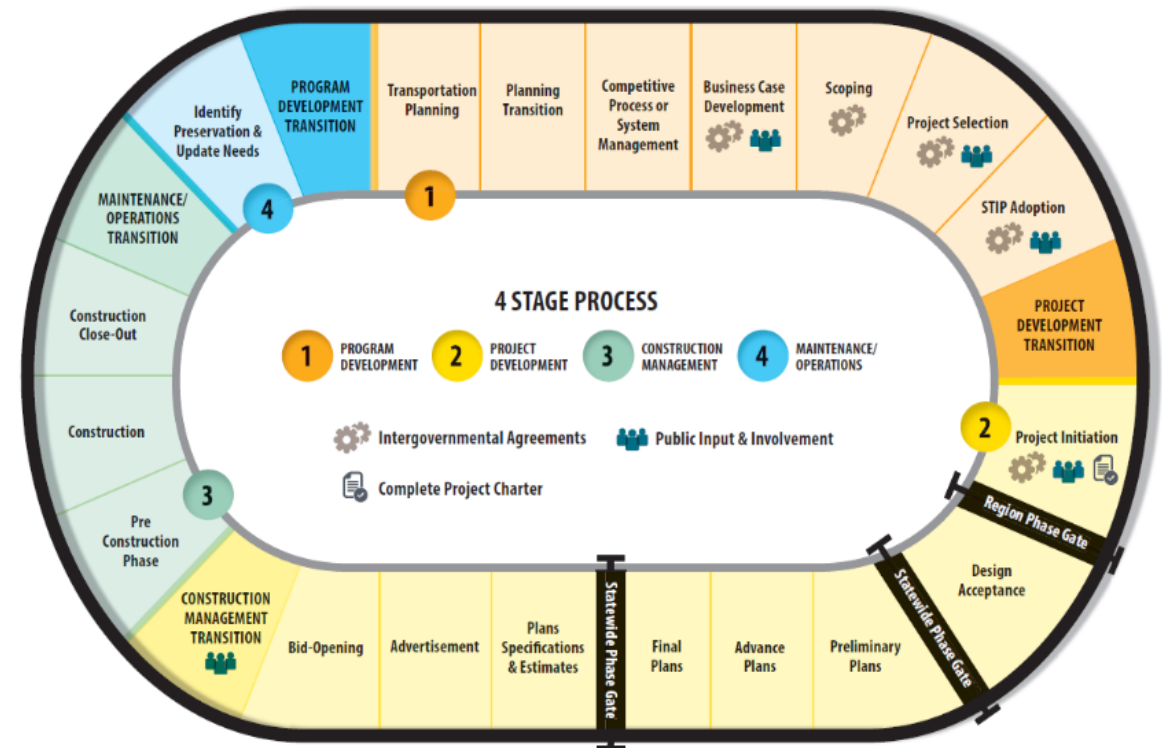
PCE Determination & Approval Form

CE (with federally participating R/W)

Verify API

- Should not change after DAP

TRANSPORTATION SYSTEM PROJECT LIFECYCLE



PCE Determination & Approval Form (part 1)



FHWA and Oregon DOT PCE Determination and Approval Form



Project Name:	ODOT Key #:	
Federal Aid #:	Region:	
City / County:	FHWA Nexus:	
Project Sponsor:	Highway Name:	
Project Description:		
Project Termini :		
Beginning MP:	Ending MP:	
Required Attachments:	Environmental Prospectus: ☐	Project Vicinity Map: ☐

Before preparing this form, complete and sign the Environmental Prospectus. This form attests that ODOT has reviewed the project's potential impacts relative to the project impact threshold criteria contained in section VI.A.1.b. of the [FHWA / ODOT Programmatic Categorical Exclusion Agreement](#). If the response to all questions below is "No" the project meets the criteria of the PCE Agreement and upon completion of this form the project has been classified as a PCE and FHWA authorization of R/W acquisition can be requested. A PCE Validation Document must be completed prior to requesting FHWA authorization of funding for construction.

In accordance with the Federal Highway Administration's NEPA regulations (23 CFR 771), NEPA documents should reflect consultation with appropriate agencies and document compliance, to the extent possible, with all applicable environmental laws and Executive Orders, or provide reasonable assurance that those requirements can be met. The following list summarizes the anticipated compliance pathways and permits that are anticipated for implementation of the proposed project. Conditions of all consultations and permits obtained will become requirements of the construction contract issued for the project. Final compliance with the conditions of all issued permits will be the responsibility of the ODOT.

If the response to any question below is "Yes" the project cannot be classified as a PCE. A signed CE Closeout Document and required attachments must be submitted to and approved by FHWA Oregon Division before Federal-Aid funding for R/W acquisition or construction can be authorized.

PCE Determination & Approval Form (part 2)

Contact [ODOT NEPA Program Staff](#) for detailed information regarding any question below.

Will the action:	Yes / No
1. Involve use of properties protected by Section 4(f) of the U.S. Department of Transportation Act (49 U.S.C. 303) that requires preparation of an Individual Section 4(f) Evaluation?	☐
2. Result in a determination of adverse effect on historic properties pursuant to Section 106 the National Historic Preservation Act (54 U.S.C. § 306108)?	☐
3. Require a U.S. Coast Guard bridge permit (33 U.S.C. § 401)?	☐
4. Require an Individual Permit under Section 404 of the Clean Water Act or Section 10 of the Rivers and Harbors Act?	☐
5. Result in an increase in the designated regulatory floodway elevation, or an increase of more than 1 foot of surface water elevation in the 100-year floodplain when no regulatory floodway is designated?	☐
6. Require a formal Wild and Scenic River Section 7(a) consultation with, and determination from, the official river administering regulatory agency?	☐
7. Result in changes that substantially affect traffic patterns temporarily or permanently?	☐
8. Require the acquisition of more than minor amounts of right-of-way or displacement of businesses, nonprofit organizations and/or residents?	☐
9. Fail to conform to the State Implementation Plan which is approved or promulgated by the U.S. Environmental Protection Agency in air quality non- attainment areas?	☐
10. Require an individual project-level formal consultation under Section 7 of the Endangered Species Act?	☐
11. Require an exception to Oregon Statewide Planning Goals?	☐
12. Involve capacity expansion by construction of a new highway or local roadway where none existed previously or by addition of new through lanes (excludes bus on shoulder improvements and passing lanes)?	☐
13. Be required by FHWA to be processed as a CE for reasons that are not reflected in the above impact thresholds?	☐
This project qualifies as a categorical exclusion as outlined in 23 CFR §771.117 under the following listed CEs:	
☐ ☐ ☐	



PCE Determination & Approval Form (part 3)

This information demonstrates that the specific conditions/criteria for an FHWA categorical exclusion are satisfied and that neither significant environmental effects, as described in [23 CFR §771.117 \(a\)](#) nor unusual circumstances, as described in [23 CFR §771.117 \(b\)](#) will result. Such unusual circumstances include: significant environmental impacts; substantial controversy on environmental grounds; significant impacts on properties protected by Section 4(f) requirements or Section 106 of the National Historic Preservation Act; or inconsistencies with any Federal, State, or local law, requirement or administrative determination relating to the environmental aspects of the action.

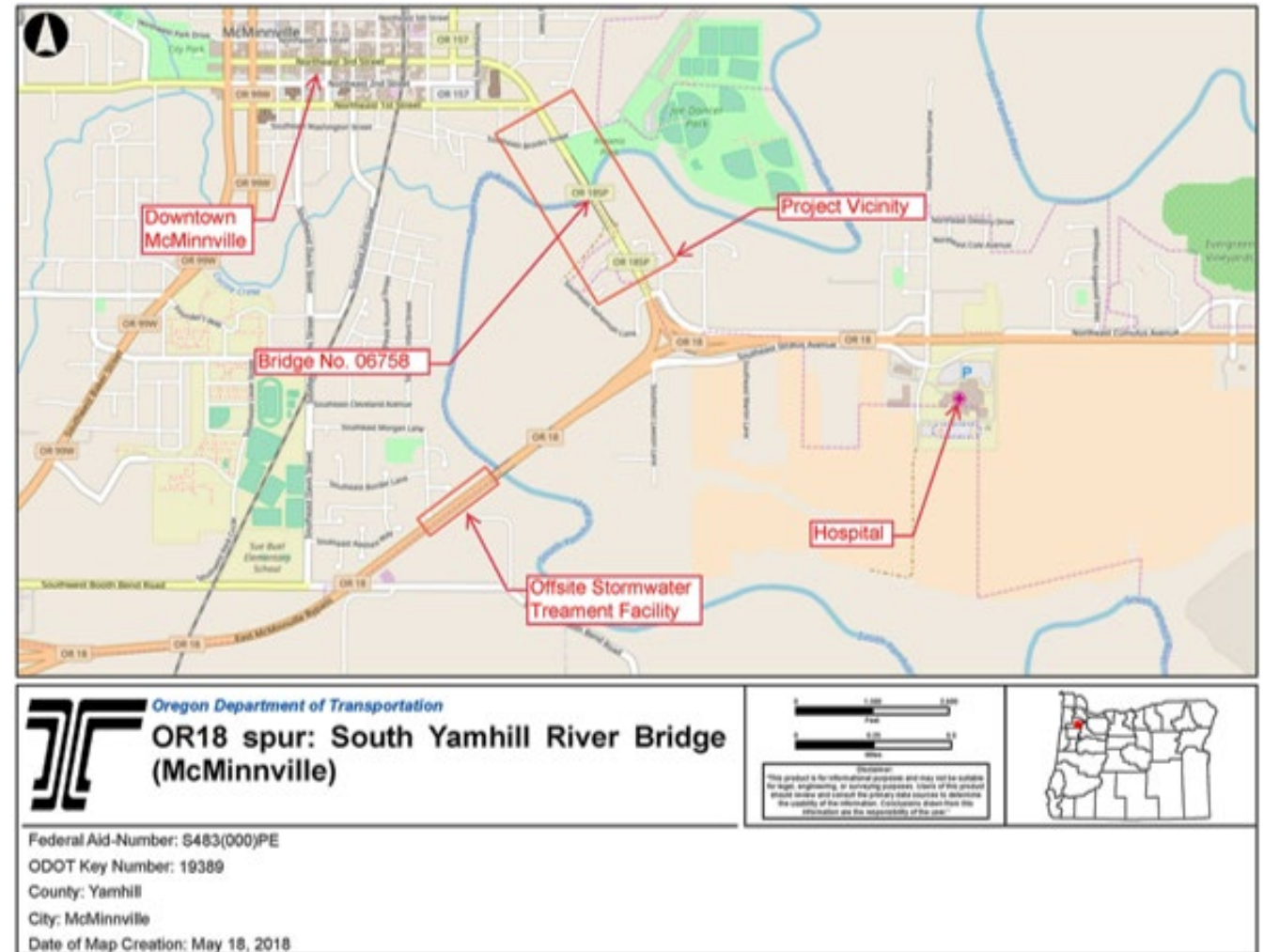
ODOT Preparer	ODOT Approver
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Upon completion, upload this form (with the Environmental Prospectus and Project Vicinity Map) to the appropriate location per current filing protocols.

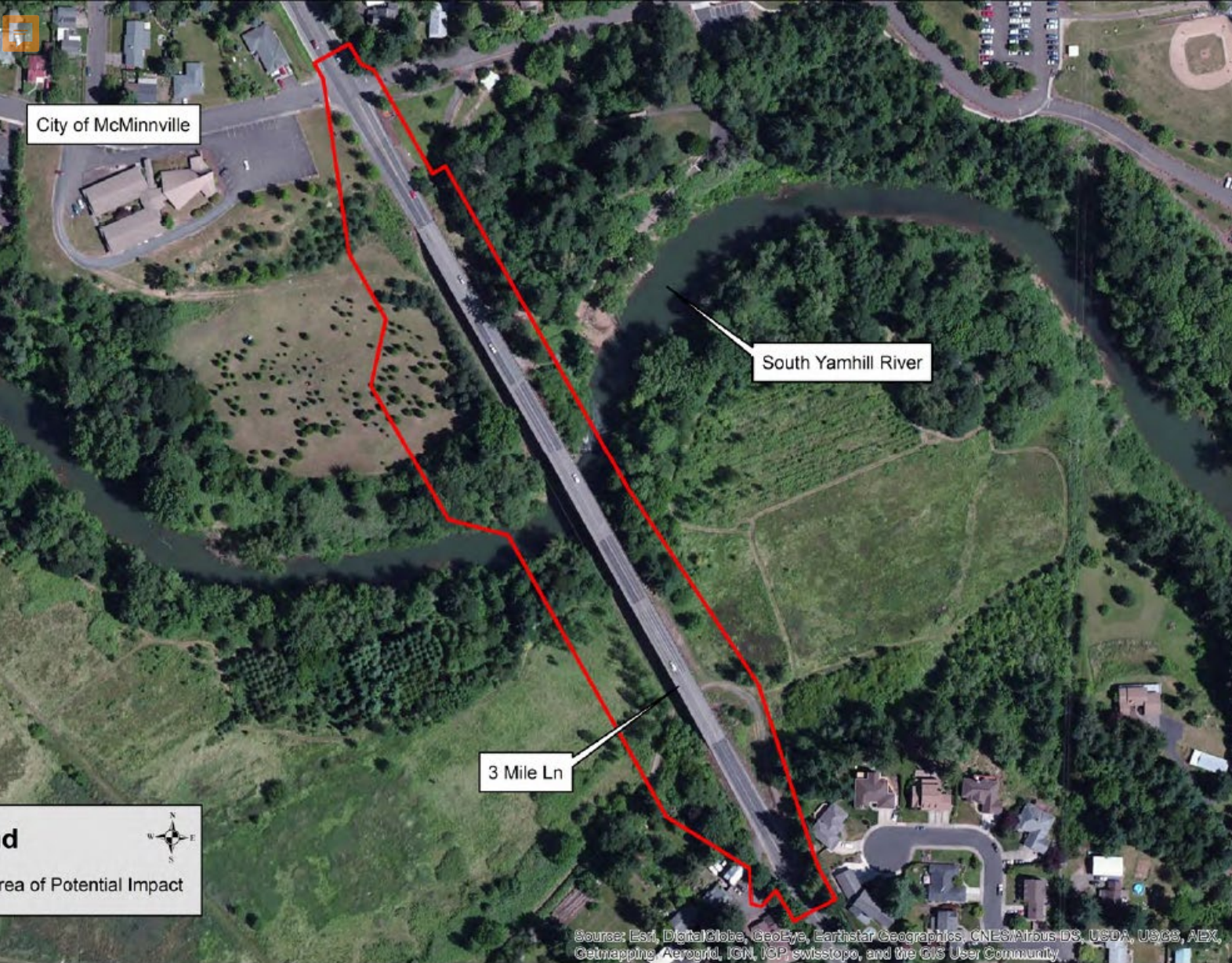
Project Vicinity Map

Requirements include

- Project Name
- Fed aid no.
- Key number
- City, County
- North arrow
- Scale bar
- Inset map
- ODOT Logo
(consultant or LA logos are not permitted)



- [ODOT Vicinity Mapping tool](#)



API Refinement & Verification (Part 1)

OREGON DEPARTMENT OF TRANSPORTATION

0 125 250 500 Feet

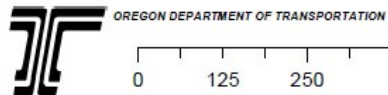
OR18 Spur: South Yamhill River Br #06758
KN 19389
Area of Potential Impact Map



API Refinement & Verification (Part 2)



API Refinement & Verification (Part 3)



OR18 Spur: South Yamhill River Br #06758
KN 19389
Environmental Resources, API, Proposed Structures



API Refinement & Verification (Part 4)



Source: Esri, DigitalGlobe, GeoEye, Earthstar Geographics, CNES/Airbus DS, USDA, USGS, AeroGRID, IGN, and the GIS User Community



Oregon Department of Transportation

**OR18 spur: South Yamhill River Bridge
(McMinnville) API-Stormwater**

Federal Aid-Number: S483(000) ODOT Key Number: 19389 County: Yamhill City: McMinnville

Disclaimer:
This product is for informational purposes and may not be suitable for legal, engineering, or surveying purposes. Users of this product should review and consult the primary data sources to determine the usability of the information. Conclusions drawn from this information are the responsibility of the user.

0 100 200
Feet
0 0.02 0.04
Miles

N



 Area of Potential Impact

API Refinement & Verification (Part 5)





Moving on From DAP

- Prepare Environmental “approvals”
 - National Historic Preservation Act (Section 106) Determinations of Eligibility, Findings of Effect, Programmatic Agreement Memos
 - Endangered Species Act Section 7 Consultation (FAHP Notification)
 - ODFW Fish Passage Plan
 - Wetlands/Waters Permitting
 - Etc.
- Track previously identified risks – REC will assist (check in periodically)
- Develop construction specifications
- Continue public outreach (REC will need a summary)

PE Schedule Risks

What are some schedule risks that you've experienced on projects?





Manage PE Schedule Risks

Programmatic kick-outs (e.g. FAHP, PCE)

Historic & Archaeology Effects (Adverse effect = mitigation, MOA)

Permits (DSL, Corps, US Coast Guard)

Botanical Blooming periods



Develop Construction Plans & Specifications

- Must be reviewed by the REC (REC coordinates ODOT Specialist review)
- Conditions of Permits & Clearances that will be the responsibility of the construction contractor must be reflected in the construction contract.
- Key sections from ODOT template include:
 - 00245
 - 00280
 - 00290
 - 01030
 - 01040



Public Outreach

- REC will need a summary of public outreach
- Public involvement should begin during project planning and continue through construction.
- Public involvement efforts should be commensurate with reasonably foreseeable effects to the public. These could be effects to the traveling public, businesses, residences, or other user groups (e.g. park users). Work with the REC to determine the appropriate level of public involvement for the specific project.
- Public involvement should cast a wide enough net to capture input from all reasonably foreseeably affected parties.
- Documentation should include any effects to the public that were identified through the public involvement process, and how public input is reflected in the project, including:
 - Accommodations made to avoid, minimize, or mitigate effects to the public, or
 - Reasoning for why such accommodations were not made.

PCE Validation (Part 1)



FHWA and Oregon DOT PCE Validation Document



Project Name:		Region:	
Federal Aid #:	ODOT Key #:		
City / County:	FHWA Nexus:		
Project Sponsor:	Highway Name:		
Project Description:			
Project Termini:			
Beginning MP:	Ending MP:		
Attachments: Revised Project Vicinity Map (if project scope change since date of PCE Determination / Approval ☐)			

PCE Validation (Part 2)

Discipline / Resource	Required Compliance / Status Information (click for Guidance)	Required Attachments
1. Right-of-Way		None
2. Land Use		List Attachment(s) or None
3. Community Impacts		None
4. CWA §404 / Wetlands / Waters & U.S. Coast Guard		List Attachment(s) or None
5. Floodways & Floodplains		List Attachment(s) or None
6. Water Quality		None
7. ESA / T&E Species		List Attachment(s) or None
8. NHPA §106 (Cultural Resources)		List Attachment(s) or None
9. Visual Resources		List Attachment(s) or None
10. §4(f) USDOT Act		List Attachment(s) or None
11. §6(f) LWCF Act		List Attachment(s) or None
12. Air Quality		None
13. Noise		None
14. Hazardous Materials		None
15. Tribal Coordination	See Attached	Tribal Coordination Summary
16. Public Outreach		None
17. Other Required Federal Agency Approvals		None
18. Environmental Commitments		None
19. Preliminary Investigation (PI) Activities		List Attachment(s) or None

PCE Validation (Part 3)

ODOT certifies that this project has been reviewed and documented following the provisions of the [FHWA and ODOT Programmatic Categorical Exclusion Agreement](#). ODOT certifies that neither significant environmental effects, as described in [\[23 CFR §771.117\(a\)\]](#) nor unusual circumstances, as described in [\[23 CFR §771.117\(b\)\]](#) will result. Such unusual circumstances include: significant environmental impacts; substantial controversy on environmental grounds; significant impacts on properties protected by Section 4(f) requirements or Section 106 of the National Historic Preservation Act; or inconsistencies with any Federal, State, or local law, requirement or administrative determination relating to the environmental aspects of the action.

This project qualifies as a categorical exclusion as outlined in [23 CFR §771.117](#) under the following listed CEs:

▼	▼	▼
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ODOT NAME	ODOT NAME
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ODOT Preparer

ODOT Approver

Upon completion, upload this form (with required attachments and PCE Peer Review Checklist and Comment Log) to the appropriate Location per current filing protocols.

Form # 734-5467 (5/2025)

Level 2 - Limited

<http://www.oregon.gov/ODOT/GeoEnvironmental/pages/index.aspx>

May 2025

Quality Control

- QC is required
- Discipline-specific forms available at:

<https://www.oregon.gov/odot/GeoEnvironmental/Pages/Environmental-QC.aspx>



PS&E Requirements

- PCE Validation
- CE Closeout
- Environmental Permits
- Bid documents reflect environmental requirements



Certified LPA PS&E Submittal Checklist (Part 1)

Submit electronic files to the Regional Local Agency Liaison (LAL) as noted below.¶

REQUIRED SUBMITTALS¶		
1. Submittal Package Requirements¶	Format¶	¶
a. Completed and signed PS&E Submittal & Completeness Checklist¶	Submit one electronic PDF copy¶	☐ ¶
b. Final Stamped and Signed Design Plans including temporary traffic control plans and temporary pedestrian accessible route plans¶	Submit one electronic PDF copy¶	☐ ¶
c. Completed Environmental Documentation¶	Submit one electronic PDF copy of signed ROD, FONSI, CE Closeout, PCE Approval, or No Ground Disturbance forms.¶	☐ ¶
d. Final Bid Book with Stamped and Signed Project Special Provisions¶	Submit one electronic PDF copy¶	☐ ¶
e. Applicable DBE goals and OJT hours provided by ODOT Office of Civil Rights¶	Submit one electronic PDF copy of the e-mail from Office of Civil Rights¶	☐ ¶
f. Bid Book approval by ODOT Office of Civil Rights¶	Submit one electronic PDF copy of the e-mail from Office of Civil Rights¶	☐ ¶
g. Final PS&E Cost Estimate (Form 734-5096)¶	Submit one electronic file in Excel format¶	☐ ¶
h. Right-of-Way Certification signed by the ODOT Region Right-of-Way Manager¶	Submit one electronic PDF copy¶	☐ ¶
i. Utility Certification (Form 734-5162) signed by the State Utility Liaison¶	Submit one electronic PDF copy¶	☐ ¶
j. Railroad Agreement Assurance (Form 734-5285) signed by the LPA's Railroad Coordinator¶	Submit one electronic PDF copy¶	☐ ¶

Certified LPA PS&E Submittal Checklist (Part 2)

REQUIRED SUBMITTALS IF APPLICABLE TO THE PROJECT		Yes	N/A
k. Signed copies of federal or state environmental permits	Submit one electronic PDF copy of each permit	☐	☐
l. ODOT Approved ADA Design Exceptions	Submit one electronic PDF copy of each exception	☐	☐
m. ODOT Approved Roadway Design Exceptions	Submit one electronic PDF copy of each exception	☐	☐
n. ODOT Approved Bridge Design Deviations	Submit one electronic PDF copy of each deviation	☐	☐
o. ODOT Approved Letter(s) of Public Interest Findings (LPIF)	Submit one electronic PDF copy of each LPIF	☐	☐
p. ODOT Right of Way access permits	Submit one electronic PDF copy	☐	☐
q. Signed Mobility Considerations Checklist for work on or along or impacting a state highway	Submit one electronic PDF copy	☐	☐
r. Storm Water Operations and Maintenance (O&M) Manual(s) for work on or along a state highway	Submit one electronic PDF copy of each manual	☐	☐
s. FHWA approved Buy America waiver	Submit one electronic PDF copy	☐	☐

Certified LPA PS&E Submittal Checklist (Part 3)

3. Design Documentation	Location	Completed?	Notes
i. All required environmental reports, such as hazardous materials reports, wetland reports, storm water management reports and biological reports are complete and available for FHWA, ODOT, and Contractor review.	On file	Yes → ☐ No → ☐	Reference LAG-C-6



Questions?

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Please refer project specific questions to your REC.