

## MAJOR DELIVERABLES MATRIX <sup>1</sup>

		Scoping (Design Direction Complete)	Field Inspection Review (FIR) (30% Design Complete)	60% Design Complete <sup>2</sup>	Final Office Review (FOR) (90% Design Complete)	Final Advertisement Plans, Specs & Estimate (PS&E) (100% Design Complete)
<b>Milestone Purpose</b>		<ul style="list-style-type: none"> <li>Documents the project purpose, type, strategy, phase durations, budget, and recommended ad date.</li> <li>Documents the key project criteria and assumptions.</li> <li>Provides basis to charter project team and develop the PDP</li> </ul>	<ul style="list-style-type: none"> <li>To conclude all preliminary design unresolved issues</li> <li>Establish specific criteria and direction for final design</li> </ul>	<ul style="list-style-type: none"> <li>Ensure all design elements have been incorporated</li> <li>Confirm direction for final design</li> </ul>	<ul style="list-style-type: none"> <li>Review of full PS&amp;E package</li> </ul>	<ul style="list-style-type: none"> <li>Final PS&amp;E package advertised</li> <li>Archive files of all design deliverables</li> </ul>
<b>Decisions Frozen and Milestones Completed</b>		<ul style="list-style-type: none"> <li>DSR Conducted</li> <li>PDP developed &amp; endorsed                             <ol style="list-style-type: none"> <li>2-Team members &amp; resource needs</li> <li>3- Scope &amp; MDM</li> <li>4-Authorized budget</li> <li>5-Schedule (Initial w/major milestones)</li> <li>7-Consultant needs identified</li> <li>8-Communications Plan</li> </ol> </li> <li>Design direction set for all disciplines</li> </ul>	<ul style="list-style-type: none"> <li>Design concept fixed &amp; features defined</li> <li>Footprint at 90% certainty</li> <li>Type, size and location of key elements and features determined</li> <li>Funding sources and amounts finalized</li> <li>FIR Conducted</li> </ul>	<ul style="list-style-type: none"> <li>All key project elements and features that drive the project outcome and costs are defined.</li> <li>All specialty unit plan sets incorporated.</li> <li>Type, size and location of key elements and features fixed.</li> <li>NEPA Determination (Form 128) Signed Part B</li> <li>Start of ROW acquisition process</li> </ul>	<ul style="list-style-type: none"> <li>Prior comments resolved and documented</li> <li>All deliverables are substantially complete</li> <li>FOR Conducted</li> </ul>	<ul style="list-style-type: none"> <li>All prior comments resolved and documented</li> <li>All deliverables are 100% complete.</li> <li>All clearances received</li> <li>Advertisement</li> <li>Plans and specifications stamped and sealed (Post Award)</li> </ul>

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Responsible Party/ Specialty	Summary of the Scope of Work and Assumptions by discipline	Scoping (Design Direction Complete)	Field Inspection Review (FIR) (30% Design Complete)	60% Design Complete <sup>2</sup>	Final Office Review (FOR) (90% Design Complete)	Final Advertisement Plans, Specs & Estimate (PS&E) (100% Design Complete)
Project Manager		<ul style="list-style-type: none"> <li>• Develop PDP &amp; PDP Endorsement</li> <li>1-Risk Register</li> <li>2-Roles &amp; Responsibilities Matrices</li> <li>3-Projects Description, Scope &amp; MDM</li> <li>4-Cost Estimate-Scoping (PCPT &amp; Risk Reserve), Identified Funding</li> <li>5-Schedule (Initial w/major milestones)</li> <li>6-Change Log</li> <li>7-Consultant Contract Matrix</li> <li>8-Communications Plan (Public Info, meeting frequency, etc.) Coms Matrix</li> <li>9-QC/QA Matrix, Comment Resolution Log</li> <li>10-Transition to Construction Plan, Best Practices Log</li> <li>• Define Project Limits &amp; Location Map</li> <li>• Determine-               <ul style="list-style-type: none"> <li>- IGA needs (LA design/construction funding. Post construction funding/maintenance)</li> <li>- ADA Req., bike and ped needs.</li> <li>- Candidacy for Innovative Project Delivery/Initiate PDSM</li> </ul> </li> <li>• Conduct Design Scoping Review/Minutes</li> <li>• Request/Coordinate w/Specialties-               <ul style="list-style-type: none"> <li>- Survey (Form 1217)</li> <li>- ROW Scope</li> <li>- Permission to Enter (Form 730)</li> <li>- Subsurface Utility Engineering</li> <li>- Environmental Scoping</li> <li>- Request Operations Evaluation</li> <li>- Construction Access Permits</li> <li>- Drainage/PWQ/Floodplain items</li> <li>- Structure Selection</li> <li>- Soil Investigation, Pavement Design, &amp; Foundation/Geotech Investigation</li> <li>- Public Info Tier</li> </ul> </li> <li>• Initial Budget Request (RUDE&amp;M)</li> <li>• Consultant Contracts/Task Orders for Design (SOW &amp; ICE)</li> </ul>	<ul style="list-style-type: none"> <li>• Update PDP Items</li> <li>1-Risk Register</li> <li>3-MDM</li> <li>4-Cost Estimate- FIR (PCPT &amp; Risk Reserve), Drawdown</li> <li>5-Updated Schedule</li> <li>6-AID &amp; Change Log</li> <li>8-Coms Log</li> <li>9-FIR Comment Resolution Log</li> <li>• FIR Plans and Specs</li> <li>• Conduct FIR Meeting/Minutes</li> <li>• Determine candidacy/Initiate Value Engineering Study</li> <li>• Executed IGAs Design funding</li> <li>• Budget Request (RUDE&amp;M)</li> </ul>	<ul style="list-style-type: none"> <li>• Update PDP Items</li> <li>1-Risk Register</li> <li>4-Cost Estimate- Initial EEMA (Trns*port), Drawdown</li> <li>5-Updated Schedule</li> <li>6-AID &amp; Change Log</li> <li>8-Coms Log</li> <li>9-Comment Resolution Log</li> <li>• Plans &amp; Specs @ 60%</li> <li>• Value Engineering Study Results</li> <li>• IGA's to LA's construction funding /post-construction maintenance (i.e. WQ, landscaping)</li> </ul>	<ul style="list-style-type: none"> <li>• Update PDP Items</li> <li>1-Risk Register</li> <li>4-Cost Estimate- FOR, Drawdown</li> <li>5-Updated Schedule, Construction Schedule (Form 859)</li> <li>6-AID &amp; Change Log</li> <li>8-Coms Log</li> <li>9-FOR Comment Resolution Log</li> <li>• FOR Plans and Specs (Complete set, all disciplines w/tabs &amp; SAQ)</li> <li>• Conduct FOR Meeting/Minutes</li> <li>• Draft FIPI's (Form 1381's)</li> <li>• Executed IGA's construction funding/post construction maintenance</li> <li>• Request Construction Budget (minimum of 90 days before Advertisement)</li> </ul>	<ul style="list-style-type: none"> <li>• Finalize PDP Items</li> <li>1-Risk Register</li> <li>4-Final Engineer's Estimate Drawdown</li> <li>5-Schedule, Construction Schedule (Form 859)</li> <li>6-AID &amp; Change Log</li> <li>8-Coms Log</li> <li>9-Comment Resolution Log</li> <li>• Approved FIPI's (Form 1381's)</li> <li>• Final consolidated PS&amp;E</li> <li>• PS&amp;E Approval (Form 1180) Package               <ul style="list-style-type: none"> <li>- Final PS&amp;E</li> <li>- Project Financial Statement (Form 65)</li> <li>- Final signed Design Data (Form 463)</li> <li>- Signed Final Project Control Data (Form 859)</li> </ul> </li> <li>Completed &amp; signed NEPA Det. (Form 128)</li> <li>- ROW Clearance</li> <li>- Utility Clearance</li> <li>• Bid Proposal &amp; Schedule</li> </ul>

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<b>Roadway Design</b>		<ul style="list-style-type: none"> <li>• Project limits identified</li> <li>• Assemble existing facility information                             <ul style="list-style-type: none"> <li>- Plan &amp; Profile, As-Constructed Plans</li> <li>- Traffic Data- OTIS, TMC's, Traffic Studies</li> <li>- Design &amp; Posted Speed</li> <li>- Crash History (Traffic)</li> <li>- Assets (pavement, major/minor structures, signals, etc.)</li> <li>- Maintenance Concerns &amp; Planned Projects</li> <li>- Known Environmental Issues</li> <li>- Multi-Modal Facilities</li> <li>- ADA Facilities</li> </ul> </li> <li>• Affected alignments identified, and new versus existing alignment determined</li> <li>• Preliminary Design Data (Form 463)</li> <li>• Design criteria/parameters/direction approved</li> </ul>	<ul style="list-style-type: none"> <li>• FIR level Roadway Plans (Mainline and major horizontal &amp; vertical alignments, Typical sections, Superelevation, 3D top surface roadway model w/90% confidence in limits of cut &amp; fill/project footprint)</li> <li>• Safety Mitigation Features</li> <li>• Update Design Data (Form 463), Draft Design Decision Summary/Letter</li> <li>• Preliminary Design Exception Variance Request (Form 464, Form 464-BP for Bike-Ped)</li> </ul>	<ul style="list-style-type: none"> <li>• Roadway plans at 60% (All horizontal &amp; vertical alignments, typical sections, superelevations, and limits of cut &amp; fill/footprint finalized.</li> <li>• Specs @ 60%</li> <li>• Safety Mitigation Features finalized</li> </ul>	<ul style="list-style-type: none"> <li>• FOR level Roadway Plans (All alignment geometry, profiles, typical sections, ADA, Bike Ped, interchange, site preparation/grading, road approach plans, tabulations etc.)</li> <li>• Draft Final Design Data (Form 463), Design Decision Summary/Letter</li> <li>• Signed Final Design Exception Variance Request (Form 464, Form 464-BP)</li> </ul>	<ul style="list-style-type: none"> <li>• Final Roadway plans</li> <li>• Signed Final Design Data (Form 463), Design Decision Summary/Letter</li> </ul>
<b>Right of Way/ Survey</b>		<ul style="list-style-type: none"> <li>• Preliminary Survey Scope (Form 1217) to include specialty unit needs. Initiate Survey.</li> <li>• Preliminary Right of Way Scope (w/PM).</li> <li>• Permission to Enter (Form 730) for project investigations (Survey, Geotech, etc.). RR Right of Entry</li> </ul>	<ul style="list-style-type: none"> <li>• Topographic survey (First priority post Scoping Form 1217. Needed to initiate preliminary design)</li> <li>• Preliminary Ownership Map</li> <li>• Draft Right of Way plans &amp; Legal Descriptions.</li> <li>• Right of Way Phase Funding Estimate</li> </ul>	<ul style="list-style-type: none"> <li>• Right of Way Plan Review (ROWPR)</li> <li>• Relocation Plan/Negotiations</li> <li>• ROW appraisal reviews and offers</li> <li>• Initiate ROW acquisition and relocation</li> </ul>	<ul style="list-style-type: none"> <li>• Right of Way acquisition and relocations</li> <li>• Final Right of Way plans &amp; Legal Descriptions (includes all revisions during acquisition.)</li> </ul>	<ul style="list-style-type: none"> <li>• ROW Clearance- (All acquisitions and relocations complete)</li> </ul>

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<b>Utilities</b>		<ul style="list-style-type: none"> <li>Determine utilities within project limits from UNCC</li> <li>Determine Railroad and/or Irrigation companies within project limits</li> <li>Subsurface Utility Engineering (SUE) Scope (w/PM), Quality Level B (Type, size and horizontal location of virtually all project relevant utilities. Typically, 0.5%-1% of design &amp; construction budget.)</li> </ul>	<ul style="list-style-type: none"> <li>Provide existing utility mapping &amp; initiate further detail utility investigations</li> <li>Initial Identification of Utility Conflicts/Relocation Needs &amp; Cost Responsibilities</li> <li>Initiate Irrigation Company Agreements</li> <li>Initiate needed RR Agreements &amp; PUC Permits</li> <li>Utility Phase Funding Estimate</li> </ul>	<ul style="list-style-type: none"> <li>Initial Utility Plans &amp; Specs</li> <li>Initiate Utility LOU's, Agreements</li> </ul>	<ul style="list-style-type: none"> <li>FOR Utility Plans/Specs</li> <li>Final Irrigation Company Agreements</li> <li>Final RR Agreements &amp; PUC Permits</li> <li>Final Utility LOU's, Agreements &amp; Associated Permits</li> </ul>	<ul style="list-style-type: none"> <li>Final Utility Plans/Specs</li> <li>Utility/RR Clearance</li> </ul>
<b>Environmental</b>		<ul style="list-style-type: none"> <li>Environmental Scope (w/PM)</li> <li>Determine/Initiate Environmental documentation &amp; permit requirements (Form 128)</li> </ul>	<ul style="list-style-type: none"> <li>Verify Environmental documentation &amp; permit requirements (Form 128)</li> <li>Provide Available Studies, Reports, Assessments</li> <li>Provide Preliminary SWMP, Site Map Input &amp; Coordinate Incorporating Resource Clearance/Permit Conditions into Plans/Specs</li> </ul>	<ul style="list-style-type: none"> <li>NEPA Determination/Project Cert. (Form 128) Signed Part B</li> <li>Continue Providing Available Studies, Reports, Assessments</li> <li>Continue Providing SWMP, Site Map Input &amp; Coordinate Incorporating Resource Clearance/Permit Conditions into Plans/Specs</li> </ul>	<ul style="list-style-type: none"> <li>Continue Providing Available Studies, Reports, Assessments. All Permit Requests Submitted.</li> <li>FOR SWMP, Site Map &amp; All Available Resource Clearance/Permit Conditions Incorporated into Plans/Specs</li> </ul>	<ul style="list-style-type: none"> <li>Final Environmental Commitment List</li> <li>All Studies, Reports, Assessments Complete &amp; Permits Received</li> <li>Final SWMP, Site Map &amp; All Resource Clearance/Permit Conditions Incorporated into Plans/Specs. Final Environmental Commitment List</li> <li>Clearance- NEPA Determination/Project Cert (Form 128) Signed Part E</li> </ul>

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<b>Operations/ Traffic</b> (Region Traffic Units with HQ support)		<ul style="list-style-type: none"> <li>• Operations Evaluation Scope (w/PM)</li> <li>• Final Level 1 Operations Evaluation</li> <li>• Initiate Level 2 Operations Evaluation (as needed)</li> </ul>	<ul style="list-style-type: none"> <li>• Draft Operations Level 2 Evaluation (As needed)</li> <li>• Temporary traffic control strategies and phasing alternatives</li> </ul>	<ul style="list-style-type: none"> <li>• Semi-final Level 2 Operations Evaluation (as needed)</li> </ul>	<ul style="list-style-type: none"> <li>• Final Level 2 Operations Evaluation (as needed)</li> <li>• Lane Closure Policy Variance Request Letters</li> <li>• Speed Limit Reduction Requests (Form 568)</li> <li>• FOR level Phasing/TCP/Detour plans and Specs</li> </ul>	<ul style="list-style-type: none"> <li>• Approved Lane Closure Policy Variance Request Letter</li> <li>• Approved Speed Limit Reduction Requests (568)</li> <li>• Final phasing/TCP/detour plans</li> </ul>
<b>ITS</b>			<ul style="list-style-type: none"> <li>• ITS design concept layout</li> <li>• Decision on design requirements and equipment</li> </ul>	<ul style="list-style-type: none"> <li>• Initial ITS Plans and Specs</li> </ul>	<ul style="list-style-type: none"> <li>• FOR level ITS Plans and Specs</li> </ul>	<ul style="list-style-type: none"> <li>• Final ITS Plans and Specs</li> </ul>
<b>Traffic</b> Signals			<ul style="list-style-type: none"> <li>• Signal warrants</li> <li>• Signal concept layout</li> <li>• Decision on design requirements and equipment</li> </ul>	<ul style="list-style-type: none"> <li>• Initial Signal Plans and Specs</li> </ul>	<ul style="list-style-type: none"> <li>• FOR level Signal Plans and Specs</li> </ul>	<ul style="list-style-type: none"> <li>• Final Signal Plans and Specs</li> </ul>
<b>Traffic</b> Signing & Striping			<ul style="list-style-type: none"> <li>• Large ground and overhead sign concept layout</li> </ul>	<ul style="list-style-type: none"> <li>• Initial Signing &amp; Striping Plans and Specs</li> </ul>	<ul style="list-style-type: none"> <li>• FOR level Signing and Striping Plans and Specs</li> </ul>	<ul style="list-style-type: none"> <li>• Final Signing and Striping Plans and Specs</li> </ul>
<b>Traffic</b> Access		<ul style="list-style-type: none"> <li>• Determine impacts for Project Access Permits (w/PM + ROW)</li> </ul>		<ul style="list-style-type: none"> <li>• Draft Project Access Permits</li> </ul>	<ul style="list-style-type: none"> <li>• Final Project Access Permits</li> </ul>	
<b>Traffic</b> Lighting			<ul style="list-style-type: none"> <li>• Lighting warrants</li> <li>• Lighting concept layout</li> <li>• Decision on design requirements and equipment, etc.</li> </ul>	<ul style="list-style-type: none"> <li>• Initial Lighting Plans and Specs</li> </ul>	<ul style="list-style-type: none"> <li>• FOR level Lighting Plans and Specs</li> </ul>	<ul style="list-style-type: none"> <li>• Final Lighting Plans and Specs</li> </ul>

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<b>Hydraulics</b>		<ul style="list-style-type: none"> <li>• Scope for Drainage/PWQ Design (w/PM+Enviro)</li> <li>• Determine floodplain documentation and permit needs (w/Enviro)</li> <li>• Determine Drainage/Hydraulic deficiencies/needs (w/Maint)</li> </ul>	<ul style="list-style-type: none"> <li>• Draft Hydraulic w/PWQ Report (PWQ w/Enviro)</li> <li>• Draft Floodplain Report (w/Enviro for permitting)</li> <li>• FIR Drainage/PWQ/Floodplain Plans/Specs</li> </ul>	<ul style="list-style-type: none"> <li>• Draft-Final Draft Hydraulic w/PWQ Report (PWQ w/Enviro)</li> <li>• Draft-Final Floodplain Report (w/Enviro for permitting)</li> <li>• Drainage/PWQ/Floodplain Plans/Specs @ 60%</li> </ul>	<ul style="list-style-type: none"> <li>• Final Hydraulic w/PWQ Report (PWQ w/Enviro)</li> <li>• Final Floodplain Report (w/Enviro for permitting)</li> <li>• FOR Drainage/PWQ/Floodplain Plans/Specs</li> </ul>	<ul style="list-style-type: none"> <li>• FOR Drainage/PWQ/Floodplain Plans/Specs (including as-built requirements in Specs)</li> <li>• Completed Floodplain permitting w/Enviro (CLOMR approved by FEMA. LOMR post construction.)</li> </ul>
<b>Structures</b>		<ul style="list-style-type: none"> <li>• Scope for Structures type, size, and location (w/PM)</li> <li>• Existing Structure Condition Investigation</li> </ul>	<ul style="list-style-type: none"> <li>• Final Structure Selection Report</li> <li>• FIR level Structural Plans and Specs</li> </ul>	<ul style="list-style-type: none"> <li>• Structural Plans and Specs @ 60%</li> </ul>	<ul style="list-style-type: none"> <li>• FOR level Structural Plans and Specs</li> </ul>	<ul style="list-style-type: none"> <li>• Final Structural Plans and Specs</li> </ul>
<b>Materials</b>		<ul style="list-style-type: none"> <li>• Scope Soils Investigation &amp; Pavement Design (w/PM)</li> </ul>	<ul style="list-style-type: none"> <li>• Give Initial Pavement Design draft recommendation</li> </ul>	<ul style="list-style-type: none"> <li>• Provide Final Pavement Design Report</li> <li>• Provide 60% Design Level Materials Specifications</li> </ul>	<ul style="list-style-type: none"> <li>• Provide FOR level Materials Specifications</li> </ul>	<ul style="list-style-type: none"> <li>• Provide Final Materials Specifications</li> </ul>
<b>Geotechnical</b>		<ul style="list-style-type: none"> <li>• Scope Foundation/Geotech Investigation (w/PM + Structures)</li> </ul>	<ul style="list-style-type: none"> <li>• Draft Foundation/Geotech Investigation Report</li> </ul>	<ul style="list-style-type: none"> <li>• Provide Final Geotechnical Report with Geology plan sheet</li> </ul>		
<b>Engineering Estimates &amp; Market Analysis (EEMA)</b>				<ul style="list-style-type: none"> <li>• Initial Review Cost Estimate- 60%</li> </ul>	<ul style="list-style-type: none"> <li>• Review Cost Estimate- FOR</li> </ul>	<ul style="list-style-type: none"> <li>• Develop Final Engineer's Estimate</li> </ul>
<b>Region Communications Manager</b>		<ul style="list-style-type: none"> <li>• Determine Public Info Tier, PDP Communication Plan Input (w/PM)</li> </ul>	<ul style="list-style-type: none"> <li>• FIR level Public Information Services Spec</li> </ul>		<ul style="list-style-type: none"> <li>• FOR level Public Information Services Spec</li> </ul>	<ul style="list-style-type: none"> <li>• Final Public Information Services Spec</li> </ul>

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<b>Standards &amp; Specs</b>			<ul style="list-style-type: none"> <li>FIR Project Special Provisions review</li> </ul>		<ul style="list-style-type: none"> <li>FOR Project Special Provisions review</li> </ul>	<ul style="list-style-type: none"> <li>Final Project Special Provisions review and approval</li> </ul>
<b>Landscape Architect</b>				<ul style="list-style-type: none"> <li>Initial Landscaping Plans</li> </ul>	<ul style="list-style-type: none"> <li>FOR level Landscaping Plans</li> </ul>	<ul style="list-style-type: none"> <li>Final Landscaping Plans</li> </ul>
<b>Civil Rights Manager</b>		<ul style="list-style-type: none"> <li>UDBE goals for Pre-Construction Consultant Contracts</li> </ul>			<ul style="list-style-type: none"> <li>UDBE &amp; OJT Goals for Specs</li> </ul>	
<b>Project Engineer</b>			<ul style="list-style-type: none"> <li>FIR Plan Constructability, Temporary traffic control strategies and phasing alternatives review</li> </ul>		<ul style="list-style-type: none"> <li>FOR Plan Constructability, phasing/TCP/detour plans review</li> <li>Draft Project Control Data (Form 859)</li> </ul>	<ul style="list-style-type: none"> <li>Signed Final Project Control Data (Form 859)</li> <li>Initiate Construction Project Delivery Plan (CPDP)</li> </ul>

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