

## **2.01 DESIGN SCOPING REVIEW**

The Design Scoping Review (DSR) is an early, on-site review of a project prior to preliminary design. This enables development of a scope of work that will be consistent with the planning and design characteristics. See [Section 1.02.04](#) for timing and scoping project pool (payroll charges) of Design Scoping Review prior to project creation and budgeting. Some projects will be created and budgeted before the scoping review meeting. It is acceptable to have two scoping meetings. One before the project is created and budgeted and another after the project is created and budgeted.

The process establishes the objectives of a project, the identification of design standards, funding sources, and the required resources necessary to complete a project. All projects, regardless of size, shall use the scoping process.

### **2.01.01 Form 1048, Project Scoping/Clearance Record**

Form 1048, Project Scoping/Clearance Record comprises a review list used to document the design scoping process, to monitor status toward PS&E approval, and to track final clearances prior to advertisement of a project.

### **2.01.02 Design Scoping Review (DSR) Meeting**

The DSR meeting shall be scheduled as soon as possible when a project is identified. Charges can be made to the Region Scoping Pool section 1.02.04. The DSR invitation letter shall include the CDOT Form 1048 completed through Phase I, the first three items on the following list, and as many of the remaining items on the list as possible:

1. Location map of the project with proposed project limits identified.
2. Plan and profile of existing facility, if available.
3. Traffic data.
4. Accident history and hazard rating.
5. Existing roadway condition and pavement rating.
6. Design speed and existing signed speed.
7. Related inter-modal information.
8. Environmental considerations.
9. Context Sensitive Solutions

**2.01.03 DSR Invitees**

The following shall be invited to the DSR, or receive notice of the DSR, as appropriate:

<b>From CDOT Region:</b>	<b>Others:</b>
Program Engineer	CDOT Staff representatives: (Bridge, Hydraulics, Safety and Traffic, Transportation Development, ROW, Environmental, Geotechnical, etc.)
Resident Engineer	Other State Agencies
Traffic and Safety Engineer	Local Government Agencies (city, county, etc.
Utilities Engineer	FHWA Representatives (and other federal agencies)
Planning/Environmental Manager	Specific organizations: emergency, schools, special districts, enhancement sponsors, etc.
Maintenance Superintendent	Railroads, Transit Operators, Airports
Materials Engineer	
ROW Supervisor	
Survey Coordinator	
Hydraulics Engineer	
Civil Rights Manager	

**2.01.04 Conduct of the DSR Meeting**

The Resident Engineer will conduct the Design Scoping Review. An agenda will be prepared to ensure all critical issues are addressed. All CDOT policies and directives currently in force will be considered when preparing the agenda. The items to be reviewed include, but are not limited to, the following: