NJDOT Scope Statement

Preliminary Engineering

Rte 20 Paterson Drainage Imp. MP 0.70-3.35 and Sfty. Imp. at Edward Ave. & 5th Ave.

Purpose: The Preliminary Engineering Scope Statement lists the proposed project's deliverables and the activities required to create those deliverables. The scope statement also provides a common understanding of the proposed project's scope to stakeholders, subject matter experts, and the designer and lists the proposed project's major objectives. It enables the Project Manager to perform more detailed planning, it helps guide the design team's work during execution, and provides the baseline for evaluating whether change requests or additional work are contained within or outside the proposed project's boundaries.

Notes: The intent of the Preliminary Engineering (PE) Scope Statement is to provide useful project information to designers who are interested in becoming the designer of record for PE and possibly Final Design and Construction for this project. In addition, it will be used to solicit a man-hour estimate and cost proposal. The PE Scope Statement identifies the key elements of PE that are necessary to advance the proposed project to the Final Design (FD) Phase.

The PE Scope Statement is developed by the Division of Project Management (DPM) Project Manager and the Concept Development (CD) Designer near the conclusion of CD, prior to requesting the services of a designer to perform PE. The Scope of Work section is approved by the appropriate Subject Matter Experts (SME).

Section 1 of the document focuses on Proposed Project Identification Information and CD data including the location and description. Section 2 of the document specifies the Scope of Work for PE.

PROPOSED PROJECT IDENTIFICATION INFORMATION

PROPOSED PROJECT SPECIFICS

Proposed Project Name	Limits
Route 20 Paterson Drainage Improvements MP 0.70-3.35 and Safety Improvements at Edward Avenue and 5th Avenue	MP 0.70-3.35
NJDOT Project Manager	**NJDOT Program Manager**
Shaenna Miller	Tom Saylor
Counties	**Municipalities**
Passaic Not Selected Not Selected	Paterson _____ _____
UPC Number	083720, 084091 , 084092
DB Number	083720
Legislative District(s)	35 _____ _____
Congressional District (s)	8 _____ _____
Route	20
Start Milepost	0.70
End Milepost	3.35
Alternate Route	_____
Alternate Start Milepost	_____
Alternate End Milepost	_____
STIP Information	FY 2018 Construction
Structure Numbers	_____
Project Classification:	2 - Reconstruction
MPO	NJTPA

NJDOT Scope Statement

Preliminary Engineering

PROPOSED PROJECT ESTIMATE

List the Proposed Project estimates for each category from Concept Development.

Project Item:	CD Phase Estimated Amount
ROW	$223,000
Utility Relocation	$1,780,000
Construction	$8,010,000
Construction Engineering	$703,000
Contingencies	$937,000
Total	$11,653,000

CONCEPT DEVELOPMENT INFORMATION

Date of Concept Development Report:	5/25/2012	**Date of Federal Approval of CD Report:**	_____
Date of CPC decision to advance project to PE:	2/20/13		
CD Designer:	Dewberry		
PE to be Completed by (check one):	☐ In-House ☒ Consultant		

Purpose and Need: The purpose of the proposed project is to improve safety and reduce the crash rate at the Edward Avenue and 5th Avenue intersections of Route 20. In addition, the purpose of the project is to improve the substandard drainage of Route 20 from MP 0.70 to MP 3.35 and eliminate flooding of Route 20 caused by Passaic River.

Description of Preliminary Preferred Alternative: Drainage: Construction of inlets and pipes at MP 0.85, 0.96, 1.4, 1.55, 1.78, 1.86, 1.92, 2.6, 3.1 and 3.35. Route 20 profile raised at 5th Avenue intersection above 10 year flood elevation.

Edward Ave: Creation of New Signalized Intersection at Route 4 / E. 43rd Street.

5th Ave: Geometric revisions to Ramp B/5th Avenue intersections, Combine signal at 5th Avenue with Ramp B signal, Retiming of Signal, Install Advanced Warning Signs & Remove Trees

Project Goals and Objectives:

- Eliminate or reduce the number of controlling substandard design features within project limits.
- Improve traffic operations through Edward Avenue and 5th Avenue intersections.
- Minimize property acquisitions.
- Develop a staging scheme that minimizes delays to the public.
- Avoid, minimize, or mitigate hydrologic, hydraulic and environmental impacts for this project located adjacent to Passaic River.

PRELIMINARY ENGINEERING INFORMATION (to be filled in upon selection of a designer)

NJDOT Scope Statement

Preliminary Engineering

PE Designer:	_____	
FMIS Contract ID Number (e.g., 89 00766):	_____	**Funding Source:** _____
Agreement Number (e.g., 2001PM03):	_____	

NJDOT Scope Statement

Preliminary Engineering

PRELIMINARY ENGINEERING DELIVERABLES

3.1 Preliminary Engineering Initiation	☒ Utility Agreement	☐ Environmental Assessment
☒ Kickoff Meeting Minutes	☒ Subsurface Utility Engineering Test Pit Report	☐ Finding of No Significant Impact (FONSI)
3.2 Roadway Engineering	☒ Updated Base Plans (With Identified Conflicts)	☐ Environmental Commitments/Plan Sheets
☒ Control Survey Report	☐ Railroad Diagnostic Team Meeting Memo of Record	☐ Historic Sites Council Concurrence
☒ Topographic Survey	**3.6 Quality Management**	**3.9 Preliminary Engineering Report**
☒ Base Maps	☒ PE Quality Management Certification	☒ Approved Project Plan
☒ Preliminary Drainage Design Report	**3.7 Communications**	☒ Construction Cost Estimate
☒ Traffic Engineering Facility Location	☒ Design Communications Report	☒ Design Exception Report
☒ Constructability and Maintenance Review Comments	**3.8 Environmental Documents**	☒ Final Design Scope Statement
☐ Preliminary ITS Facility Design Plans	*Technical Environmental Studies*	☒ Updated Project Management Plan
☒ Updated Preliminary Detour and Construction Staging Plans	☒ Air Study	☐ Project Management Plan (Major Projects
☒ Preliminary Roadway Plans	☒ Noise Study	☐ Alternatives Analysis Report
☒ Pavement Design Data	☒ Ecology Study	☒ Core Group Meeting Minutes
☒ Pavement Recommendation	☒ Hazardous Waste Study	☒ Final Design Public Involvement Action Plan
☒ Lighting Warrant Analysis Report	☒ Socio-Economic Study	**3.10 Contracts**
☐ Initial Deforestation/ Reforestation Plan	☒ Cultural Resources Study	*Final Design Addendum*
☒ Preliminary Construction Schedule	*Section 4(f)*	☒ Final Design Designer Fee Proposal
3.3 Structural Engineering	☐ Individual Section 4(f) Evaluation	
☒ Structural Design Recommendation Summary	☐ Programmatic Section 4(f) Evaluation	☒ Final Invoice
☒ Preliminary Geotechnical Engineering Report	☐ De Minimis Section 4(f) Evaluation	*Final Design Independent Cost Estimate*
3.4 Right of Way and Access	☐ Net Benefit Section 4(f) Evaluation	☒ Summary Independent Cost Estimate Report
☐ Project Access Plan		
☐ Access Impact Summary	☐ Executive Order 215 (E.O. 215) Document	☒ Final Design Schedule
☒ Right of Way Report		☒ Final Design Budget
☒ Right of Way Impact Plan	☐ Environmental Impact Statement	☒ Notice of Authorization
☒ Initial Right of Way Estimate	☐ Record of Decision (ROD)	**3.11 Preliminary Engineering Approvals**
3.5 Utility Engineering		☒ Capital Program Screening Committee Recommendation
☒ Utility Base Plans	☒ Categorical Exclusion Document	☒ Capital Program Committee Approval
☒ Utility Letter No. 2	☐ Certified Categorical Exclusion Document	☒ FHWA Approval
☒ Utility Engineering Funding Authorization		

SUMMARY OF COMMITMENTS

List any commitments made to the public, local officials or other government agencies:

Project Commitment	Unit Requesting the Commitment	Unit Fulfilling Commitment	Special Needs

List any anticipated commitments that may be made:

APPROVAL		
Name	**Title**	**Date Approved**
Shaenna Miller	Project Manager Division of Project Management	
Tom Saylor	Program Manager Division of Project Management	
Richard Crum	Director Division of Project Management	
Janet Fittipaldi	Manager Bureau of Landscape Architecture and Environmental Solutions	

PRELIMINARY ENGINEERING SCOPE OF WORK

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NOTE: The PE Designer will perform the tasks associated with PE as so marked, in preparation for Final Design. The Project Manager will review and negotiate the proposal, execute the Agreement and instruct the designer to begin work. The Project Manager will direct the proposed project through PE.

Right of Way

Activity No.	Activity Name	Execute	Responsible Unit	Comments
3110	Prepare ROW Report	☒ Yes ☐ No	☒ Designer	
3115	Initiate ROW Impact Plan	☒ Yes ☐ No	☒ Designer	
3120	Hold ROW Kickoff Meeting	☒ Yes ☐ No	☐ ROW ☒ DPM ☒ Designer	
3125	Prepare Initial ROW Estimate	☒ Yes ☐ No	☒ ROW ☐ DPM	

Total Number of Parcels:

1. Fee Parcel /Easements

Number of fee parcels (partial):	1	**Number of fee parcels (entire):**	0	**Number of residential relocations:**	0
Number of permanent easements (E parcels):	0	**Number of temporary easements:**	3	**Number of commercial relocations:**	0

2. List any known or potential environmental problems or issues that may impact Right of Way processes or decisions (cross reference with the Environmental section of the Scope Statement document: Hazardous waste within project limits.

3. List any environmentally sensitive parcels (ESPs), underground storage tanks, freshwater wetlands: Freshwater wetlands area identified; need delineation.

4. Identify Riparian Parcels (currently flowed), Easements and/or Green Acres Diversions by contacting NJDEP for any Right of Way to be acquired: _____

5. Identify parcels that can be eliminated by design change modifications and attempts to mitigate damages suffered by the remaining properties. _____

6. Decision to expand parcel for further use or contingency. _____

7. List the number of Non Real Estate Engineering (NRE) parcels. _____

8. List any commitments and conditions made to the public or to private property owners that may impact Right of Way processes or decisions: _____

9. Green Acres mitigation method: ☐ **Dollar Reimbursement** ☐ **Property Replacement**

ADDITIONAL INPUT

This section has been provided for the CD designer and the functional units to state any assumptions, to clarify and customize standard activities, and to add important information. Please be clear and concise. Provide your unit's contact person and number.

Examples of information for this section include number and type of parcels, known environmental problems, riparian parcels, public commitments, etc.

Access

Activity No.	Activity Name	Execute	Responsible Unit	Comments
3105	Prepare Project Access Plan and Access Impact Summary	☐ Yes ☒ No	☐ DPM ☐ Designer ☐ OAD	

Number of Adjustments:	0	Number of Modifications:	0	Number of Revocations:	0

1. Note any pending agreements or access applications within the proposed project limits: _____

2. Are proposed left turn lanes in compliance with the Access Level? ☒ Yes ☐ No

3. Is the proposed Typical Section of the roadway in compliance with the Highway Access Code? ☐ Yes ☒ No

4. Total No. of Driveways impacted: There are no permanent impacts at this time.

5. Any commercial properties with access modifications and/or Revocations that have potential impacts to site parking slots, circulations and operation of business? ☐ Yes ☒ No
If yes, provide details of impact with Block and Lot Nos. _____

6. Any commercial properties that will require necessary assistance in the establishment of the alternative access (as per NJAC 16:47-4.33)? ☐ Yes ☒ No
If yes, provide details of assistance with Block and Lot Nos. _____

7. Any commercial properties that will require the preparation of an Access Impact Assistance (AIA) report? ☐ Yes ☒ No
If yes, provide Block and Lot Nos. _____

ADDITIONAL INPUT

This section has been provided for the CD designer and the functional units to state any assumptions, to clarify and customize standard activities, and to add important information. Please be clear and concise. Provide your unit's contact person and number.

Examples of information for this section include number of driveways impacted, pending agreements or major access permit applications, driveway modifications causing circulation issues, alternative access issues, Access Impact Assistance issues, etc.

Drainage

Activity No.	Activity Name	Execute	Responsible Unit	Comments
3085	Prepare Preliminary Drainage Design	☒ Yes ☐ No	☐ DPM ☒ Designer	

1. Identify all existing drainage deficiencies (undersized system, excessive spread into travel lanes, insufficient inlets, flooding at low points, etc.): undersized system, excessive spread into travel lanes, insufficient inlets, flooding at low points throughout project limit
2. List proposed improvements including outfalls (especially tidal): Inlets and pipes at MP 0.85, 0.96, 1.4 to 1.55, 1.78, 1.86 to 1.92, 2.66 to 2.68, 3.10 to 3.35. (none tidal)
3. Is compliance with Stormwater Management rules triggered (> 1/4 acre new impervious surface, or 1 acre disturbance)? ☒ Yes ☐ No
4. Identify all NJDEP permits required: Flood Hazard Area Individual Permit, Freshwater General Wetlands GP11, Transition Area Waiver Special Activity Linear Development Permit
5. List proposed structural Best Management Practices (BMP) (e.g., Bioretention System, Constructed Wetlands, extended detention basins, infiltration system, wet ponds, porous pavement): None
6. List proposed nonstructural BMP (e.g., Vegetation and Landscaping, Minimize Site Disturbance, Impervious Area Management, and Time of Concentration Modifications): None
7. Identify drainage outflow owner: NJ Will property rights need to be acquired? ☐ Yes ☒ No

ADDITIONAL INPUT

This section has been provided for the CD designer and the functional units to state any assumptions, to clarify and customize standard activities, and to add important information. Please be clear and concise. Provide your unit's contact person and number.

Examples of information for this section include drainage deficiencies, new/improved outfalls, storm water management rules, permits, Best Management Practices (structural and non-structural), easements/right-of-way, etc.

Landscape

Activity No.	Activity Name	Execute	Responsible Unit	Comments
3010	Determine and Calculate Deforested Areas	☐ Yes ☒ No	☐ BLAES ☐ Designer	

1. List any landscape architecture related commitments such as:

a. Wetland or Riparian Mitigation Planting:	Possible
b. Historic Site commitments	N/A
c. Vegetative Screens or Buffers	No
d. Noise Barrier Aesthetics:	No
e. Architectural Treatments on Bridge Retaining Walls:	No
f. Tree Removal Mitigation:	No
g. Urban Design Work (paving, streetscapes, etc.):	No
h. Aesthetic plantings:	No
i. Existing tree preservation and protection:	No
j. Reforestation Application:	No

2. Anticipated visualization work for in-house and public information meetings:

a. Rendered Plans:	No
b. 2D computer generated before & after photographs:	No
c. 3D computer generated mode:	No

ADDITIONAL INPUT

This section has been provided for the CD designer and the functional units to state any assumptions, to clarify and customize standard activities, and to add important information. Please be clear and concise. Provide your unit's contact person and number.

Examples of information for this section include screens or buffers, aesthetic plantings, mitigation plantings, reforestation, etc.

Environmental

Activity No.	Activity Name	Execute	Responsible Unit	Comments
3300	Initiate Cultural Resources (Section 106) Process	☐ Yes ☒ No	☐ BLAES ☐ Designer	
3305	Conduct CR Survey	☐ Yes ☒ No	☐ BLAES ☐ Designer	
3310	Prepare CR Survey Report	☐ Yes ☒ No	☐ BLAES ☐ Designer	
3315	Review CR Survey Report	☐ Yes ☒ No	☐ BLAES	
3320	Address Comments on CR Survey Report	☐ Yes ☒ No	☐ BLAES ☐ Designer	
3325	Approve CR Survey Report	☐ Yes ☒ No	☐ BLAES	
3330	Obtain SHPO Concurrence (No Resources, No Effect, No Adverse Effect)	☐ Yes ☒ No	☐ BLAES ☐ SHPO	
3335	Prepare Draft MOA (Adverse Effect Only)	☐ Yes ☒ No	☐ BLAES ☐ Designer	
3340	Obtain SHPO Concurrence (No Adverse Effect with Conditions or Adverse Effect)	☐ Yes ☒ No	☐ BLAES ☐ SHPO	
3345	Obtain FHWA Approval of CR Survey Report	☐ Yes ☒ No	☐ FHWA ☐ BLAES	
3350	Prepare Adverse Effect Documentation & Submit to FHWA (Adverse Effect Only)	☐ Yes ☒ No	☐ BLAES	
3355	FHWA Sends Adverse Effect Documentation to ACHP	☐ Yes ☒ No	☐ FHWA	
3360	ACHP Reviews and Accepts or Declines Participation	☐ Yes ☒ No	☐ ACHP	
3365	Resolve Adverse Effects	☐ Yes ☒ No	☐ BLAES ☐ FHWA	
3370	Circulate MOA for Comment	☐ Yes ☒ No	☐ BLAES	

3375	Prepare Final MOA	☐ Yes ☒ No	☐ BLAES	
3380	Execute the MOA	☐ Yes ☒ No	☐ BLAES ☐ DPM ☐ FHWA ☐ ACHP ☐ SHPO	
3390	Submit Historic Sites Council Application	☐ Yes ☒ No	☐ BLAES ☐ Designer ☐ SHPO	
3395	Present to Historic Sites Council	☐ Yes ☒ No	☐ BLAES ☐ Historic Sites Council	
3400	Inform Jurisdictional Agency Regarding Programmatic Section 4(f) Impacts	☐ Yes ☒ No	☐ BLAES	
3405	Receive Concurrence Regarding Programmatic Section 4(f) Impacts	☐ Yes ☒ No	☐ Jurisdictional Agencies	
3410	Prepare Programmatic Section 4(f) Evaluation	☐ Yes ☒ No	☐ BLAES ☐ Designer	
3420	Prepare De Minimis Section 4(f) Evaluation	☐ Yes ☒ No	☐ BLAES ☐ Designer	
3425	Prepare Programmatic Net Benefit Section 4(f) Evaluation	☐ Yes ☒ No	☐ BLAES ☐ Designer	
3430	NJDOT Reviews Programmatic Section 4(f) Evaluation	☐ Yes ☒ No	☐ BLAES	
3435	Revise Programmatic Section 4(f) Evaluation (NJDOT Comments)	☐ Yes ☒ No	☐ BLAES ☐ Designer	
3440	FHWA Reviews Programmatic Section 4(f) Evaluation	☐ Yes ☒ No	☐ FHWA	
3445	Revise Programmatic Section 4(f) Evaluation (FHWA Comments)	☐ Yes ☒ No	☐ BLAES ☐ Designer ☐ FHWA	
3450	FHWA Approves Programmatic Section 4(f) Evaluation	☐ Yes ☒ No	☐ FHWA	
3460	Inform Jurisdictional Agency Regarding Draft Individual Section 4(f) Impacts	☐ Yes ☒ No	☐ BLAES	
3465	Receive Concurrence Regarding Draft Individual Section 4(f) Impacts	☐ Yes ☒ No	☐ Jurisdictional Agencies	

3470	Prepare Draft Individual Section 4(f) Evaluation	☐ Yes ☒ No	☐ BLAES ☐ Designer	
3475	NJDOT Reviews Draft Individual Section 4(f) Evaluation	☐ Yes ☒ No	☐ BLAES	
3480	Revise Draft Individual Section 4(f) Evaluation (NJDOT Comments)	☐ Yes ☒ No	☐ BLAES ☐ Designer	
3485	FHWA Reviews and Comments on Draft Individual Section 4(f) Evaluation	☐ Yes ☒ No	☐ FHWA	
3490	Revise Draft Individual Section 4(f) Evaluation (FHWA Comments)	☐ Yes ☒ No	☐ BLAES ☐ Designer ☐ FHWA	
3495	Conduct Draft Individual Section 4(f) Legal Sufficiency Review	☐ Yes ☒ No	☐ BLAES ☐ Designer ☐ FHWA	
3500	Circulate Draft Individual Section 4(f) Evaluation	☐ Yes ☒ No	☐ BLAES ☐ Designer	
3505	Prepare Final Individual Section 4(f) Evaluation	☐ Yes ☒ No	☐ BLAES ☐ Designer	
3510	FHWA Approves Final Individual Section 4(f) Evaluation	☐ Yes ☒ No	☐ FHWA	
3520	Inform Green Acres Program and Local Officials	☐ Yes ☒ No	☐ BLAES	
3525	Receive Concurrence on Green Acres Impacts	☐ Yes ☒ No	☐ Green Acres Prog. ☐ Local Officials	
3530	Hold Green Acres Pre-Application Meeting	☐ Yes ☒ No	☐ BLAES ☐ Designer	
3535	Negotiate Green Acres Compensation	☐ Yes ☒ No	☐ BLAES ☐ Designer ☐ Green Acres Prog. ☐ Local Officials ☐ ROW Tech. Support	
3540	Identify Alternatives (EA Only)	☐ Yes ☒ No	☐ BLAES ☐ DPM ☐ Designer	
3545	Prepare EA or EA/4(f)	☐ Yes ☒ No	☐ Designer	
3550	NJDOT Reviews EA	☐ Yes ☒ No	☐ BLAES	

3555	Revise EA (NJDOT Comments)	☐ Yes ☒ No	☐ Designer	
3560	FHWA Reviews EA	☐ Yes ☒ No	☐ FHWA	
3565	Revise EA (FHWA Comments)	☐ Yes ☒ No	☐ BLAES ☐ Designer	
3570	FHWA Approves EA	☐ Yes ☒ No	☐ FHWA	
3575	Conduct Draft Individual Section 4(f) Legal Sufficiency Review (EA)	☐ Yes ☒ No	☐ BLAES ☐ Designer ☐ FHWA	
3580	Circulate EA	☐ Yes ☒ No	☐ BLAES ☐ Designer	
3585	Hold EA Public Hearing and Comment Period	☐ Yes ☒ No	☐ BLAES ☐ Designer ☐ CCR	
3590	Address EA Comments	☐ Yes ☒ No	☐ BLAES ☐ Designer ☐ FHWA	
3595	Submit FONSI Request Package	☐ Yes ☒ No	☐ BLAES	
3600	FHWA Approves Final Individual Section 4(f) (EA)	☐ Yes ☒ No	☐ FHWA	
3605	FHWA Reviews and Issues FONSI	☐ Yes ☒ No	☐ FHWA	
3610	Publish Notice of FONSI Availability	☐ Yes ☒ No	☐ BLAES ☐ Designer ☐ CCR	
3620	Publish Notice of Intent in Federal Register (EIS Only)	☐ Yes ☒ No	☐ BLAES ☐ FHWA	
3625	Invite Cooperating Agencies (EIS Only)	☐ Yes ☒ No	☐ FHWA	
3630	Hold NEPA Scope Meeting (EIS Only)	☐ Yes ☒ No	☐ BLAES ☐ DPM ☐ Designer ☐ FHWA	
3635	Prepare Alternatives Analysis Report	☐ Yes ☒ No	☐ BLAES ☐ DPM ☐ Designer	
3640	Prepare DEIS or DEIS/4(f)	☐ Yes ☒ No	☐ Designer	

3645	NJDOT Reviews DEIS	☐ Yes ☒ No	☐ BLAES	
3650	Revise DEIS (NJDOT Comments)	☐ Yes ☒ No	☐ Designer	
3655	FHWA Reviews DEIS	☐ Yes ☒ No	☐ FHWA	
3660	Revise DEIS (FHWA Comments)	☐ Yes ☒ No	☐ BLAES ☐ Designer	
3665	FHWA Approves DEIS to Circulate	☐ Yes ☒ No	☐ FHWA	
3670	Publish Notice of Availability in Federal Register (DEIS)	☐ Yes ☒ No	☐ BLAES ☐ EPA	
3675	Circulate DEIS	☐ Yes ☒ No	☐ BLAES ☐ Designer	
3680	Hold EIS Public Hearing and Comment Period	☐ Yes ☒ No	☐ BLAES ☐ CCR ☐ Designer	
3685	Address Public and Agency Comments	☐ Yes ☒ No	☐ BLAES ☐ Designer	
3690	Select Final Alternative	☐ Yes ☒ No	☐ DPM ☐ FHWA ☐ SME's	
3700	Prepare and Submit FEIS	☐ Yes ☒ No	☐ BLAES ☐ Designer	
3705	FHWA Reviews and Comments on FEIS	☐ Yes ☒ No	☐ FHWA	
3710	Address FEIS Comments	☐ Yes ☒ No	☐ BLAES ☐ Designer	
3715	FHWA Reviews FEIS for Legal Sufficiency and Approval	☐ Yes ☒ No	☐ BLAES ☐ Designer ☐ FHWA	
3720	Publish EIS Notice of Availability in Newspaper	☐ Yes ☒ No	☐ BLAES ☐ CCR	
3725	Publish FEIS Notice in Federal Register	☐ Yes ☒ No	☐ BLAES ☐ EPA	
3730	FHWA Publishes ROD in Federal Register	☐ Yes ☒ No	☐ FHWA	
3735	Circulate FEIS	☐ Yes ☒ No	☐ BLAES ☐ Designer	

3740	Conduct Air Quality Study	☒ Yes ☐ No	☐ BLAES ☐ Designer	
3745	Prepare Air Quality TES	☐ Yes ☒ No	☐ BLAES ☐ Designer	
3750	NJDOT Reviews Air Quality TES	☐ Yes ☒ No	☐ BLAES	
3755	Address Air Quality TES Comments	☐ Yes ☒ No	☐ BLAES ☐ Designer	
3760	Approve Air Quality TES	☐ Yes ☒ No	☐ FHWA ☐ BLAES	
3765	Conduct Ecology Study	☒ Yes ☐ No	☐ BLAES ☐ Designer	
3770	Prepare Ecology TES	☐ Yes ☒ No	☐ BLAES ☐ Designer	
3775	NJDOT Reviews Ecology TES	☐ Yes ☒ No	☐ BLAES	
3780	Address Ecology TES Comments	☐ Yes ☒ No	☐ BLAES ☐ Designer	
3785	Approve Ecology TES	☐ Yes ☒ No	☐ BLAES	
3790	Conduct Socio-Economic Study	☒ Yes ☐ No	☐ BLAES ☐ Designer	
3795	Prepare Socio-Economic TES	☐ Yes ☒ No	☐ BLAES ☐ Designer	
3800	NJDOT Reviews Socio-Economic TES	☐ Yes ☒ No	☐ BLAES	
3805	Address Socio-Economic TES Comments	☐ Yes ☒ No	☐ BLAES ☐ Designer	
3810	Approve Socio-Economic TES	☐ Yes ☒ No	☐ BLAES	
3815	Conduct Noise Study	☒ Yes ☐ No	☐ BLAES ☐ Designer	
3820	Prepare Noise TES	☐ Yes ☒ No	☐ BLAES ☐ Designer	
3825	NJDOT Reviews Noise TES	☐ Yes ☒ No	☐ BLAES	
3830	Address Noise TES Comments	☐ Yes ☒ No	☐ BLAES ☐ Designer	

3835	Approve Noise TES	☐ Yes ☒ No	☐ BLAES ☐ FHWA	
3840	Conduct Hazardous Waste Study	☒ Yes ☐ No	☐ BLAES ☒ Designer	
3845	Prepare Hazardous Waste TES	☐ Yes ☒ No	☐ BLAES ☐ Designer	
3850	NJDOT Reviews Hazardous Waste TES	☐ Yes ☒ No	☐ BLAES	
3855	Address Hazardous Waste TES Comments	☐ Yes ☒ No	☐ BLAES ☐ Designer	
3860	Approve Hazardous Waste TES	☐ Yes ☒ No	☐ BLAES	
3865	Hold Public Information Center	☒ Yes ☐ No	☒ BLAES ☒ CCR ☒ Designer ☒ DPM	
3870	Prepare CED	☒ Yes ☐ No	☐ BLAES ☒ Designer	
3875	NJDOT Reviews and Approves CED	☒ Yes ☐ No	☒ BLAES	
3880	Initiate Environmental Technical Studies	☒ Yes ☐ No	☒ BLAES	
3890	Prepare Certified Categorical Exclusion (CCED) Document	☐ Yes ☒ No	☐ BLAES	
3900	Review and Approve Certified Categorical Exclusion Document (CCED)	☐ Yes ☒ No	☐ BLAES	
3910	Prepare Draft EO 215 Document	☐ Yes ☒ No	☐ BLAES ☐ Designer	
3920	NJDOT Reviews Draft EO 215 Document	☐ Yes ☒ No	☐ BLAES	
3925	Revise Draft EO 215 Document (NJDOT Comments)	☐ Yes ☒ No	☐ BLAES ☐ Designer	
3930	NJDEP Reviews EO 215 Document	☐ Yes ☒ No	☐ NJDEP	
3940	Address NJDEP Comments and Prepare Final EO 215 Document	☐ Yes ☒ No	☐ BLAES ☐ Designer	
3945	NJDEP Approves EO 215 Document	☐ Yes ☒ No	☐ NJDEP	

NJDOT Scope Statement

Preliminary Engineering

Anticipated Environmental Document: ☐ CCED ☒ CED ☐ EA ☐ EIS ☐ EO 215

Total Number of Permits: 3

1. List any environmental impacts and/or issues: Flood Hazard Area Individual Permit for fill associated with the raising of the road, riparian disturbances for the construction of a retaining wall, and stormwater management for a major project (exceeding one acre of disturbance), Fresh Water Wetlands GP11 for outfalls/intakes for new outfalls into the Passaic River and a Transition Area Waiver Special Activity Linear Development permit for work within the 50 foot transition area of any fringe wetlands along the Passaic River.
2. List any environmental commitments (made in approved environmental documents, through Memoranda of Agreement with environmental agencies, other commitments made to the public, local officials or other government agencies such as 4f, Section 106 (historic architecture, archaeology), air, noise, hazardous waste and ecology: _____
3. Check the environmental clearances or permits required on the project:

Federal

- ☐ U.S. Coast Guard (Bridge)
- ☐ USACOE Section 404 (Individual/Nationwide) discharge of fill
- ☐ USACOE Section 10 (Navigable Waters)
- ☐ USACOE Section 9 (Dam or Dike)
- ☐ National (or State) Wild & Scenic Rivers
- ☐ USDOA Forms AS-1006
- ☐ Section 7 Endangered Species Consultation
- ☐ NMFS Essential Fish Habitat Study

State

- ☐ CAFRA
- ☐ NJDEP Water Lowering
- ☐ NJDEP Riparian
- ☐ Hazardous Waste Site Investigation (SI/RI)
- ☐ HazWaste Remedial Action Work plan
- ☐ NJDEP Sanitary Facilities
- ☐ NJDEP Tidal Wetlands
- ☐ NJDEP Waterfront Development
- ☒ NJDEP Freshwater Wetlands
- ☒ NJDEP NJPDES Stormwater Construction GP (RFA)
- ☐ NJDEP Pollutant Discharge
- ☒ NJDEP Flood Hazard Area
- ☐ NJDEP Water Quality Certificate

Other

- ☐ Delaware River Basin Commission
- ☐ Delaware & Raritan Canal Commission
- ☐ Hackensack Meadowlands Commission
- ☐ Pinelands Commission
- ☐ Highlands Commission
- ☐ State Agriculture Development Commission

ADDITIONAL INPUT

This section has been provided for the CD designer and the functional units to state any assumptions, to clarify and customize standard activities, and to add important information. Please be clear and concise. Provide your unit's contact person and number.

Examples of information for this section include a list of the anticipated NEPA document, type of permits anticipated, anticipated environmental impacts and environmental commitments made in CD if any, etc.

Quality Management Services

Activity No.	Activity Name	Execute	Responsible Unit	Comments
		☐ Yes ☐ No		

Quality Management Services Reviewed? ☒ Yes ☐ No

Value Analysis to be Performed? ☐ Yes (if total cost of project >$20 million) ☒ No

Combined Estimated Cost of Construction, ROW, and Utilities: ☐ <$3 million ☐ $3-5 million ☒ $5-$15 million ☐ >$15 million

Lane Occupancy Charges and Road User Costs to be completed? ☒ Yes ☐ No

ADDITIONAL INPUT

This section has been provided for the CD designer and the functional units to state any assumptions, to clarify and customize standard activities, and to add important information. Please be clear and concise. Provide your unit's contact person and number.

Examples of information for this section include QMS review, lane occupancy charges/road user cost information, etc.

Utilities

Activity No.	Activity Name	Execute	Responsible Unit	Comments
3035	Prepare Utility Base Plans	☒ Yes ☐ No	☒ Designer	
3040	Establish Utility Engineering Funding	☒ Yes ☐ No	☒ DPM ☐ Designer ☒ Program Coord.	
3045	Send Letter No. 2 and Plans to Utility Company	☒ Yes ☐ No	☐ DPM ☒ Designer ☒ Utility Co.	
3050	Prepare Utility Agreement	☒ Yes ☐ No	☒ DPM ☐ Designer	
3055	Update Base Plans and Identify Conflicts	☒ Yes ☐ No	☐ DPM ☒ Designer ☐ Utility Co.	
3060	Execute Utility Agreement	☒ Yes ☐ No	☒ DPM ☒ Utility Co. ☒ DAG	
3080	Conduct Subsurface Utility Engineering (SUE)	☒ Yes ☐ No	☐ DPM ☒ Designer ☒ SUE Contractor ☐ Utility Co.	

Total Number of Utility Companies: _____

Utility Type	Utility Company	Size (Units of Measure)	Location (aerial/underground)
Gas	PSE&G	Pipe	Underground
Electric	PSE&G	Volts	Aerial
Cable		Pairs/ Strands	
Telephone	Verizon	Pairs/ Strands	Aerial
Water	Passaic Valley Water Commission	Pipe	Underground
Sewer	City of Paterson, Passaic Valley Sewerage Commissioners	Pipe	Underground
Fiber-Optic (non-Department)			
Other:			
Other:			
Other:			
Other:			

1. Identify if the Utility Discover and Verification requires sub-surface utility exploration: Yes

2. Is a SUE (Subsurface Utility Engineering) Consultant required? ☒ Yes ☐ No
3. Identify Potential Conflicts: Conflict with proposed drainage and proposed wall.
4. Identify Temporary Relocations that are needed during construction: Yes
5. Number of poles? Many
6. Number of guy wires on existing poles? Varies
7. Are there cell towers or substations? N/A
8. Can utility relocations be avoided or performed in advance of the project? Possible
9. Can utility design/construction be performed by designer/contractor? Yes
10. Can ROW needed for utilities be identified? Yes

ADDITIONAL INPUT

This section has been provided for the CD designer and the functional units to state any assumptions, to clarify and customize standard activities, and to add important information. Please be clear and concise. Provide your unit's contact person and number.

Examples of information for this section include location of cell towers, location/presence of fiber optic lines, etc.

Jurisdiction

Activity No.	Activity Name	Execute	Responsible Unit	Comments
		☐ Yes ☐ No		

Total Number of Maps: 1 Total Number of Agreements: _____

Are there streetscape or esthetic items intended for this project? ☐ Yes ☒ No

If yes, has a resolution of support been acquired for jurisdictional assignment? ☐ Yes ☐ No ☒ NA

ADDITIONAL INPUT

This section has been provided for the CD designer and the functional units to state any assumptions, to clarify and customize standard activities, and to add important information. Please be clear and concise. Provide your unit's contact person and number.

Examples of information for this section include the anticipated number of maps and agreements, presence of streetscape or aesthetic treatments, local approval of such, etc.

Agreement required for new traffic signal.

Geometrics & Roadway

Activity No.	Activity Name	Execute	Responsible Unit	Comments
3030	Prepare Horizontal & Vertical Geometry	☒ Yes ☐ No	☐ DPM ☒ Designer	
3070	Prepare Preliminary Roadway Plans	☒ Yes ☐ No	☐ DPM ☒ Designer ☐ SME's	
3135	Prepare Construction Cost Estimate	☒ Yes ☐ No	☐ DPM ☒ Designer	
3150	Prepare Design Exception Report	☒ Yes ☐ No	☒ DPM ☒ Designer ☒ QMS ☒ State Trans. Engr. ☒ FHWA	
3165	Finalize Project Plan	☒ Yes ☐ No	☐ DPM ☒ Designer	

Construction Plans/Estimated Number of Sheets

Roadway and Bridges

1	Key Map	4	Grades	1	Method of Cross Sections
2	Estimate-Distribution of Quantities	30	Traffic Control and Staging Plans	15	Cross Sections
3	Typical Sections	0	Traffic Control Plans	5	Alternate Retaining Wall System
1	Plan Sheet Index	0	ITS Plans	1	Estimate of Quantities – Bridge
20	Construction Plans	4	Electrical Details	1	Earthwork Summary
2	Environmental Plans	2	Traffic Signal Plans	0	Earthwork Chart Sheet
1	Profiles	5	Highway Lighting Plans	4	Non-standard Roadway Construction Details
4	Ties	0	Landscape Plans	0	Non-standard Bridge Construction Details
		5	Traffic Signing and Striping Plans	10	Drainage Plans

Right of Way Documents

1	Entire Tract Map	1	Tabulation Sheets	1	Individual Property Maps (IPM)
1	General Property Parcel Maps	1	Parcel Descriptions	1	Alignment Sheets

Other Documents

1	Jurisdictional Maps	6	Utility Agreements Plans	0	Railroad Crossing Element Plans
1	Project Specific Specifications				

Are there any additional documents? ☒ Yes ☐ No

Please identify any additional documents: CED

1. Existing Roadway(s):

	Roadway No. 1	Roadway No. 2	Roadway No. 3	Roadway No. 4
Roadway Name:	Route 20			
Posted Speed(s):	**35 MPH, 45 MPH**			
Highway Classification:	Urban Principal Arterial			
Significance (local or regional):	Regional			
No. of Interchanges:	3			
Traffic Volumes:	68,000			
Design Speeds:	40 MPH, 50 MPH			
Development Class:				
No. of Traffic Signals:	7			
No. of Intersections:	27			

2. Typical Section(s):

	Typical Section No. 1	Typical Section No. 2	Typical Section No. 3	Typical Section No. 4
Right of Way width:	100 feet			
Number of Lanes:	4			
Lane width & cross slope:	varies			
Shoulder width & cross slope:	varies			
Median width:	2' barrier curb & varies			
Sidewalk/border width:	varies			
Median description and the overall roadway width:	Positive median barrier			

3. Intersection/Interchange (describe the existing intersection and/or interchanges including turning and auxiliary lanes.): _____

4. Existing Deficiencies (provide an overview of the existing deficiencies. *Geometric*: Substandard horizontal and vertical sight distance, insufficient sight triangle, substandard vertical clearance, substandard or no shoulders, acceleration/deceleration lanes, etc. *Safety Issues*: check crash data for indicators of specific problems. Substandard/nonexistent guiderail, attenuators, pavement condition, skid resistance, median, etc. Note on substandard guiderail: the project limits should be extended to include upgrading any existing substandard guiderail run that extends beyond the proposed work limits as required by the Design Manual.): See Appendix E of CD Report.

5. Proposed Improvements (provide a brief narrative of the proposed improvements and how they address the identified deficiencies. Note changes to be made to profiles, alignment, guiderail, and typical section): Drainage: The drainage PPA consists of installation of inlets and pipes at the following locations along Route 20: MP 0.85, MP 0.96, MP 1.4 to 1.55, MP 1.78, MP 1.86 to 1.92, MP 2.6 to 2.68, MP 3.1 to 3.35. Edward Avenue: The proposed improvement eliminates the Route 20 NB left turn movement by extending the median barrier through the Edward Avenue intersection. The NB traffic signal would be removed since the NB traffic would become a free flow movement. The left turning vehicles would be redirected to the existing Route 20 NB to Route 4 EB ramp (Ramp B) and a new Ramp B/Route 4 signalized intersection would be created at the end of the ramp to allow for vehicles to access Route 4 WB and East 43rd Street. 5th Avenue: The proposed improvement introduces various geometric revisions to the Ramp B and 5th Avenue intersections. First, it moves the Ramp B intersection to a new location north of the current location and converts Ramp B to a 2-way ramp. The NB and SB u-turn ramps would be eliminated. Based on the new geometry, NB traffic would make a u-turn by making a left turn at Ramp B, a right turn at 5th Avenue and a right turn onto Route 20 SB. SB traffic would make a u-turn by making a right turn at 5th Avenue, left turn at Grimes Place/Ramp B and a left turn onto Route 20 NB.

6. Bicycle/Pedestrian Compatible? ☐ Yes ☒ No

If no, please explain: Some locations of Route 20 do not feature outside shoulders or sidewalks.

7. Design Exception(s):

a. Is a Design Exception required?	☒ Yes	☐ No
b. List substandard features that are to remain and require Design Exception: Appendix E of CD Report		
c. Has the Design Exception Crash Analysis been received from the Bureau of Safety Programs?	☒ Yes	☐ No
d. Has the Design Exception Crash Data for each controlling substandard design element been requested from the Bureau of Safety Programs?	☒ Yes	☐ No
e. Has FHWA provided preliminary concurrence on the Design Exceptions decisions (a) and (b) above?	☐ Yes	☒ No
f. Has Quality Management Services provided Reasonable Assurance on the Design Exceptions decisions (a) and (b) above	☒ Yes	☐ No

8. List any commitments made to the public, local officials or other government agencies: _____

ADDITIONAL INPUT

This section has been provided for the CD designer and the functional units to state any assumptions, to clarify and customize standard activities, and to add important information. Please be clear and concise. Provide your unit's contact person and number.

Examples of information for this section include a discussion of substandard design elements, design exceptions, and perhaps a quick description of the proposed geometry if it is unusual, commitments made to the community, etc.

Pavement

Activity No.	Activity Name	Execute	Responsible Unit	Comments
3960	Obtain Traffic Loading Data	☒ Yes ☐ No	☒ DPM ☐ Designer	
3970	Collect Existing Pavement and Subgrade Soil Information	☒ Yes ☐ No	☐ Pvmt. Design Unit ☒ Designer	
3975	Conduct Pavement Testing Program	☒ Yes ☐ No	☐ Pvmt. Design Unit ☒ Designer	
3980	Prepare Pavement Recommendation	☒ Yes ☐ No	☐ Pvmt. Design Unit ☒ Designer	

ADDITIONAL INPUT

This section has been provided for the CD designer and the functional units to state any assumptions, to clarify and customize standard activities, and to add important information. Please be clear and concise. Provide your unit's contact person and number.

Examples of information for this section include evidence of subsurface drainage issues, settlement problems, stability problems, etc.

Structures

Activity No.	Activity Name	Execute	Responsible Unit	Comments
3100	Prepare Structural Design Recommendation Summary	☒ Yes ☐ No	☒ Designer ☐ SME's	For retaining walls

Total Number of New Bridges:	0	**Total Number of New Spans:**	0
Total Number of Rehab Bridges:	0	**Total Number of Rehab Spans:**	0
Total Number of Replacement Bridges:	0	**Total Number of Replacement Spans:**	0

1. Condition of existing bridge(s):

	Bridge No. 1	Bridge No. 2	Bridge No. 3	Bridge No. 4
a. NJDOT Structure Number:				
b. Year Built:				
c. Date/type of any major modifications:				
d. Type & material of superstructure:				
e. Type and material of substructure:				
f. Feature that is spanned:				
g. Type of roadway it carries:				
h. Vertical Clearance of structure if it spans a roadway or railroad:				
i. Number of Spans:				
j. Length of Structure:				
k. Width of Structure:				
l. Horizontal Clearance of the pier/abutment with respect to the riding lane:				
m. Typical Section (number of lanes, width and cross slope and width of each sidewalk):				

	Bridge No. 1	Bridge No. 2	Bridge No. 3	Bridge No. 4
n. Parapet railing Type:				
o. Identify the structural deficiencies:				
p. Bridges over waterways (Identify scouring evaluation, bridge opening capacity, and frequency of storm):				

2. Proposed Bridge(s)/Bridge Improvements:

	Bridge No. 1	Bridge No. 2	Bridge No. 3	Bridge No. 4
a. Number of spans:				
b. Identify the type of maintenance of traffic that will be used (staging or detour):				
c. Identify the changes to the typical section of the existing structure:				
d. Vertical Clearance of structure if it spans a roadway or railroad:				
e. Length of Structure:				
f. Width of Structure:				
g. Horizontal Clearance of the pier/abutment with respect to the riding lane:				
h. Typical Section (number of lanes, width and cross slope and width of each sidewalk):				
i. Parapet railing Type:				
j. Identify the structural deficiencies:				
k. Coast Guard Permit Required:				

3. Are the minimum vertical clearance requirements over waterways, roadways, railroads met? ☐ Yes ☐ No

a. If no, please explain? N/A

4. List other substandard features of proposed bridge: N/A

5. Other Existing Structure(s):

a. Identify existing minor structures (Noise barriers, Retaining Walls (cast in place or alternate system), Gabions, High Tower Lighting foundations, Pre-cast Culverts, Culvert extensions, Type and number of Overhead Sign Structures): Retaining Wall(s)

b. Specify type and number of each substandard feature: N/A

6. Proposed Other Structure(s):

	Structure No. 1	Structure No. 2	Structure No. 3	Structure No. 4
a. Identify changes in the existing minor structure that are being improved:				
b. List substandard features to be included in the design exception:				
c. Length:	460'	1,435'		
d. Width:				
e. Number of spans/units:				

ADDITIONAL INPUT

This section has been provided for the CD designer and the functional units to state any assumptions, to clarify and customize standard activities, and to add important information. Please be clear and concise. Provide your unit's contact person and number.

Examples of information for this section include scour, unusual existing or proposed structural elements, clearances, substandard elements, design exceptions, etc.

2 Retaining walls are required at 5th Avenue.

Geotechnical

Activity No.	Activity Name	Execute	Responsible Unit	Comments
3095	Prepare Preliminary Geotechnical Engineering Report	☒ Yes ☐ No	☐ Geotechnical Engineering Unit ☐ DPM ☒ Designer	Needed for proposed retaining wall.

1. **Is there evidence of subsurface drainage problems?** No
2. **Is there evidence of settlement problems?** No
3. **Is there evidence of stability problems?** No
4. **Is there evidence of scour problems?** No
5. **Are there existing soil-borings within the project limits?** No
6. **Are there rock slopes/cuts located within the project limits?** No
   a. **Are the rock cuts listed in the Rockfall Hazard Rating System?** _____
   b. **Do catchment areas need to be cleaned or modified?** _____
   c. **Are there apparent safety problems with protruding rock, sight lines, rock-fall and substandard existing mitigation measures?** _____
7. **Alternate site exploration (test pits)?** No

ADDITIONAL INPUT

This section has been provided for the CD designer and the functional units to state any assumptions, to clarify and customize standard activities, and to add important information. Please be clear and concise. Provide your unit's contact person and number.

Examples of information for this section include rock slope issues, soil borings, scour, unusual existing or proposed structural elements, clearances, etc.

Survey

Activity No.	Activity Name	Execute	Responsible Unit	Comments
3015	Prepare Control Survey Report	☒ Yes ☐ No	☐ DPM ☒ Designer ☐ Geodetic Survey	
3020	Conduct Topographic Survey	☒ Yes ☐ No	☒ Designer ☐ Geodetic Survey	
3025	Prepare Base Maps	☒ Yes ☐ No	☐ DPM ☒ Designer ☐ Geodetic Survey ☐ CADD Support	

1. **Identify available mapping information (aerial/conventional methods):** aerial
2. **How were the existing and proposed baselines established?** Utilizing As-Built Plans
3. **How were the existing and proposed ROW lines established?** Tax Maps, As-Built Plans
4. **How was the horizontal and vertical control established; and which existing monumentation was used?** Mapping provided by NJDOT
5. **Is project in Tidal area?** ☐ **Yes** ☒ **No**
   If yes, then current mean high water elevation must be established in tidal water areas under Tidelands Bureau jurisdiction. _____
6. **Has NJDOT Regional Survey office been contacted regarding existing Control, and as-built plans within the project?** No
7. **Compliance with MAP filing law required?** ☒ **Yes** ☐ **No**
8. **Has NJDOT Geodetic Survey been contacted regarding existing control within the project?** ☐ Yes ☒ No
9. **Does Primary Control exist within the project limits or immediately adjacent to the project?** ☐ Yes ☐ No
   If yes, what year was control established in? _____
   If no, will primary control be required? _____
10. **Will plans be developed from aerial photogrammetry or as-built plans and conventional survey?** all
11. **Geodetic Survey Services will be provided by:** ☐ In-House ☒ Consultant

ADDITIONAL INPUT

This section has been provided for the CD designer and the functional units to state any assumptions, to clarify and customize standard activities, and to add important information. Please be clear and concise. Provide your unit's contact person and number.

Examples of information for this section include base mapping obtained in CD, tidal issues, compliance with MAP filing laws, geodetic control issues, etc.

Railroads

Activity No.	Activity Name	Execute	Responsible Unit	Comments
3075	Hold Diagnostic Team Meeting	☐ Yes ☒ No	☐ Railroad Eng. & Safety Unit ☐ DPM ☐ Designer	

Railroads Affected Select RR Line Select RR Line 2 Select RR Line 3 _____ _____ _____

1. **Grade Crossings Affected?** ☐ Yes ☒ No
   a. **How many?** _____
2. **Is there sufficient overhead structure clearance?** ☐ Yes ☐ No
3. **Diagnostic Team Meeting Required:** ☐ Yes ☒ No
4. **Diagnostic Team Meeting Held:** _____ (DATE)

ADDITIONAL INPUT

This section has been provided for the CD designer and the functional units to state any assumptions, to clarify and customize standard activities, and to add important information. Please be clear and concise. Provide your unit's contact person and number.

Examples of information for this section include presence of at-grade crossings, overhead structure clearances, diagnostic team meetings, etc.

Construction

Activity No.	Activity Name	Execute	Responsible Unit	Comments
3130	Update Preliminary Detour and Construction Staging Plans	☒ Yes ☐ No	☒ Designer ☐ TSSE ☐ SME's	
3145	Conduct Constructability and Maintenance Review	☒ Yes ☐ No	☒ DPM ☒ Designer ☒ Const. Mgmt.	

ADDITIONAL INPUT

This section has been provided for the CD designer and the functional units to state any assumptions, to clarify and customize standard activities, and to add important information. Please be clear and concise. Provide your unit's contact person and number.

Examples of information for this section include commitments made to local officials or other agencies, staging details, detour discussion, schedule constraints, utility conflicts, etc.

Traffic Signal and Safety Engineering

Activity No.	Activity Name	Execute	Responsible Unit	Comments
3090	Determine Traffic Engineering Facility Locations	☒ Yes ☐ No	☐ TSSE ☒ Designer	

Number of New Traffic Signals:	2	**Number of Revised Traffic Signals:**	4
New overhead signs and sign structures	☐ Yes ☒ No	**Revised overhead signs and sign structures**	☐ Yes ☒ No
New Guide Signs	☒ Yes ☐ No	**Revised Guide Signs**	☐ Yes ☒ No
Number of Roundabouts:	0	**Emergency signal pre-emption**	☐ Yes ☒ No
Revised Highway Lighting	☒ Yes ☐ No	**Temporary Lighting "for staging and diversion roadways"**	☒ Yes ☐ No
Raised Pavement Markers	☒ Yes ☐ No		

1. Maintenance of Traffic: (What type of maintenance of traffic will be used during construction, i.e. staging, detour, permanent lane closures, or diversion road): Staging with possible detours

2. Identify the number and location of temporary traffic signal(s) required during Staging or Detours: staging w/ possible detours

3. Is there an adequate corner ROW cutout for signal equipment installation? ☒ Yes ☐ No

4. Identify if a new or revised traffic signal agreement is required: Yes

5. Identify overhead utility conflicts for traffic signals to be identified and resolved: Aerial electric

ADDITIONAL INPUT

This section has been provided for the CD designer and the functional units to state any assumptions, to clarify and customize standard activities, and to add important information. Please be clear and concise. Provide your unit's contact person and number.

Examples of information for this section include discussion of need for temporary signals, right-of-way constraints (related to traffic signal equipment), utility conflicts, etc.

Electrical

Activity No.	Activity Name	Execute	Responsible Unit	Comments
		☐ Yes ☐ No		

1. **Do any elements of this project scope require additional planned maintenance activities that would necessitate an increase in personnel or equipment resources?** ☒ Yes ☐ No
   If yes, provide details: new signal at new intersection, sidewalks, highway lighting
2. **Do any elements of this project scope include new roadway/electrical appurtenances that would require specialized training, equipment or materials to properly maintain the item (e.g., Vortech drainage chamber, ornamental lighting, and brick pavers)?** ☐ Yes ☒ No
   If yes, provide details: _____
3. **Does this project scope include or overlap sections of roadway that are simultaneously being planned or scheduled for Operations maintenance/construction activities?** ☐ Yes ☒ No
   If yes, provide details: _____
4. **Should consideration be given to canceling or postponing the Operations activity?** ☐ Yes ☒ No
   If yes, provide details: _____

ADDITIONAL INPUT

This section has been provided for the CD designer and the functional units to state any assumptions, to clarify and customize standard activities, and to add important information. Please be clear and concise. Provide your unit's contact person and number.

Examples of information for this section include elements of the design that will necessitate an increase in maintenance personnel or equipment, conflicting or overlapping projects with Operations, etc.

Traffic Operations and Intelligent Transportation System (ITS) Engineering

Activity No.	Activity Name	Execute	Responsible Unit	Comments
3065	Prepare Preliminary ITS Facility Design	☐ Yes ☒ No	☐ Designer ☐ ITS ☐ Traffic Ops	

1. Project scope complies with the requirements of the latest ITS Investment Strategy and ITS Architecture? ☒ Yes ☐ No

2. Traffic Operations (North/ South) has been consulted for needs and impacts? ☐ Yes ☒ No

Identify needs and impacts. _____

3. Transportation Data Development has been consulted for needs and impacts? ☐ Yes ☒ No

Identify needs and impacts. _____

4. Project limits have been visually inspected for the existing ITS facilities? ☒ Yes ☐ No

5. Check if the project includes the construction or relocation of any of the following Intelligent Transportation System (ITS) facilities:

☐ Controlled Traffic Signal Systems (CTSS)
☐ Weigh-in-Motion (WIM)
☐ Closed Circuit TV Cameras (CCTV)
☐ Traffic Volume Stations
☐ Dynamic Message Signs (DMS)
☐ Roadway Weather Information Systems (RWIS)
☐ Highway Advisory Radio (HAR)
☐ In-Road Sensors
☐ Traffic Detection systems
☐ Fiber Optic Conduit and/or Cable
☐ Bridge Sensors
☐ Electrical or Communication Installations for the above systems
☐ Other ITS Devices: _____

ADDITIONAL INPUT

This section has been provided for the CD designer and the functional units to state any assumptions, to clarify and customize standard activities, and to add important information. Please be clear and concise. Provide your unit's contact person and number.

Examples of information for this section include compliance with latest ITS Investment Strategy and Architecture, consultation with Traffic Ops during CD, etc.

Commuter Mobility

Activity No.	Activity Name	Execute	Responsible Unit	Comments
		☐ Yes ☐ No		

ADDITIONAL INPUT

This section has been provided for the CD designer and the functional units to state any assumptions, to clarify and customize standard activities, and to add important information. Please be clear and concise. Provide your unit's contact person and number.

Examples of information for this section include bicycle and pedestrian compatibility, Complete Streets compliance, presence of bus stops, interruption of pedestrian accommodations during construction, ADA issues, etc.

Technical and Administrative Activities

Activity No.	Activity Name	Execute	Responsible Unit	Comments
3005	Initiate Preliminary Engineering	☒ Yes ☐ No	☒ DPM ☐ Designer	
3160	Prepare Draft Preliminary Engineering Report	☒ Yes ☐ No	☐ DPM ☒ Designer	
3170	Prepare Final Design Scope Statement	☒ Yes ☐ No	☒ SME's ☒ DPM ☒ Designer	
3175	Complete Preliminary Engineering Quality Certification	☒ Yes ☐ No	☒ Designer	
3180	Update Project Management Plan	☒ Yes ☐ No	☒ DPM	
3185	Prepare FD Public Involvement Action Plan	☒ Yes ☐ No	☒ DPM ☒ Designer ☒ CCR	
3195	Prepare Project Management Plan (**Major Projects**)	☐ Yes ☒ No	☐ DPM ☐ Designer	
3200	FHWA Approves Draft Project Management Plan (**Major Projects**)	☐ Yes ☒ No	☐ DPM ☐ Designer ☐ FHWA	
3205	NJDOT Reviews Draft Preliminary Engineering Report	☒ Yes ☐ No	☒ DPM ☒ SME's ☒ Designer	
3210	FHWA Reviews and Approves Preliminary Engineering Report	☒ Yes ☐ No	☐ DPM ☐ Designer ☒ FHWA	
3215	Present to Capital Program Screening Committee	☒ Yes ☐ No	☒ DPM	
3220	Capital Program Committee Approves Advancement to Final Design	☒ Yes ☐ No	☐ DPM ☒ CPC	
3225	Assess Designer	☒ Yes ☐ No	☒ DPM	
3230	Develop FD Designer Fee Proposal	☒ Yes ☐ No	☒ Designer	
3235	Develop FD Independent Cost Estimate	☒ Yes ☐ No	☒ DPM ☐ OSBM	

3240	Create FD Schedule	☒ Yes ☐ No	☐ DPM ☐ OSBM	
3245	Negotiate FD Addendum	☒ Yes ☐ No	☒ DPM ☒ Designer ☐ OSBM	
3250	Approve FD Schedule	☒ Yes ☐ No	☒ DPM ☐ OSBM	
3255	Develop FD Budget	☒ Yes ☐ No	☒ DPM ☐ OSBM	
3260	Finalize FD Budget	☒ Yes ☐ No	☒ DPM	
3265	Approve FD Budget	☒ Yes ☐ No	☒ DPM ☐ OSBM	
3270	Authorize Final Design	☒ Yes ☐ No	☒ DPM ☒ CIPD	
3275	Execute FD Addendum	☒ Yes ☐ No	☒ DPM ☒ Designer	
3285	Complete PE Closeout	☒ Yes ☐ No	☒ DPM	

1. Have the objectives of the Public Involvement Action Plan (PIAP) been satisfied? ☒ Yes ☐ No

2. Number of Local Workshop Meetings conducted in CD: 0

3. Public Information Centers conducted in CD (number of meetings, location & dates): 0

4. Number of Officials Briefings conducted in Concept Development: 2

5. List Issues, Commitments or Concerns: None

6. Is the mailing list up to date? ☐ Yes ☒ No

7. Are the Displays adequate to reuse in PE: ☒ Yes ☐ No

8. Resolution of Support Number: 12:362

Resolution of Support Date: 5/22/12

9. Other Coordination:

a. List additional organizations (Historic Society, Chamber of Commerce, Board of Education, Fire Company's etc.) or authorities (NJ Transit, NJ Turnpike, NJ Highway Authority, Port Authority, etc.) that have interest in the project: N/A

b. Proposed Formal Public Involvement Program (estimate number of Official Briefings and Public Info Centers/Meetings/Hearings): 4

c. If additional displays are required, provide the specifics (number, scale, special graphics 3D, simulations, models, etc): Yes

d. If a mailing list is required, provide the approximate number of property owners: many

Who is responsible for putting the mailing list together and providing mail labels? ☒ Consultant? ☐ In-house Design ☐ Other (Specify) _____

e. If handouts are required (provide the specifics, number, size, color or black and white, mapping, etc): Yes

f. List special needs (i.e. Community Involvement Sub-Consultant, Facility Needs, Interpreter, Website, etc.): Interpreter (Spanish)

g. Traffic Staging: How many lanes of traffic need to be maintained? To be determined. Road closures may be possible.

What will be the available working hours? 9AM-3PM

Can the project duration be significantly reduced by reducing the number of stages? No

Can detours be used? Possibly

h. Schedule - Identify scheduling constraints (environmental, seasonal construction limitations, community). None

What is the optimum period to start construction? _____

i. Is the scope focused on replacement or rehabilitation of road/bridge? Replacement

Is condition likely to change/deteriorate between scoping and construction? _____

ADDITIONAL INPUT

This section has been provided for the CD designer and the functional units to state any assumptions, to clarify and customize standard activities, and to add important information. Please be clear and concise. Provide your unit's contact person and number.

Summary of Approvals

SME Unit	Manager	Approval	SME Involved	Remarks
Right of Way	F. Kahani		Bob Britton	
Access	C. Miller		To be determined	
Drainage	J. Fittipaldi		D. Adhout	
Landscape	J. Fittipaldi		To be determined	
Environmental	J. Fittipaldi		J. Riggi	
Quality Management Services	P. Schneider		A. Virgilio	
Utilities	V. Martorana		F. Pinto	
Jurisdiction	M. Horan		To be determined	
Geometrics & Roadway	P. Schneider		R. Abitz	
Pavement	S. Gresavage		To be determined	
Structures	N. Kasbekar		E. Germain	
Geotechnical	N. Kasbekar		J. Jamerson	
Survey	J. Knapp		J. Knapp	
Railroads	P. Schneider		T. Hirt	
Construction	R. Maruca		N. Alfanzo	
Traffic Signal Design	C. Barretts		To be determined	
Electrical	J. Nizolek		To be determined	

Traffic Operations & ITS				
Commuter Mobility				