

HEADING: PROJECT ASSESSMENT - INVOLVEMENT SHEET

SUBJECT: Statewide Project Management Preconstruction Engineering "PC" Model

All projects known to be minor projects, consultant design and administered by Statewide Project Management Section use the "PC" Model. Therefore, if a District Minor Project is anticipated to be designed by a SPMS on-call consultant, Section E. Other Requirements of the Project Assessment should indicate the Preconstruction Engineering "PC" Model will be used.

The Involvement Sheet should reflect that all work is to be completed by the SPMS on-call consultant, except Right of Way clearances which will continue to be developed in-house. ADOT reviews the Utility Clearance Letter, the Environmental Clearance Letter and the Material's memo. A example Involvement Sheet for a "PC" model is attached. Please note, even if the project is consultant design, ADOT Sections can be involved in doing certain phases of the work. Contact the SPMS Project Manager for involvement details.

Please note, A minor project may be completed by ADOT in-house if they request to do so. The Project Manager needs to be contacted for concurrence. If completed in-house the Project Manager will identify the appropriate Preconstruction Engineering model.

INVOLVEMENT SHEET

CONTACTED	ATTENDED FIELD REVIEW	ORGANIZATION	INVOLVEMENT				COMMENTS (ISSUES WHICH MAKE INVOLVEMENT SIGNIFICANT OR MINIMAL)
			SIGNIFICANT	MINIMUM	NONE	UNKNOWN	
X		STATE WIDE PROJECT MANAGEMENT	X				Roadway Plans by SPMS's On-Call Consultant Project Manager: _____
X	X	DISTRICT	X				Construction Engineering & Administration
X		RIGHT-OF-WAY		X			Right-Of-Way Clearance Letter
X	X	TRAFFIC DESIGN	X	X			Review SPMS - On Call Consultant's Plans
X		BRIDGE DESIGN			X		
X		DRAINAGE DESIGN			X		
X	X	PAVEMENT DESIGN	X				Review SPMS - On Call Consultant's Materials Design Report
X		GEOTECH SECTION		X			Review SPMS - On Call Consultant's Geotech Report (pavement cores)
X	X	ENVIRONMENTAL PLANNING		X			Review SPMS - On Call Consultant's Environmental Documentation
X	X	ROADWAY DESIGN	X				Review Roadway Design Plans
		UTILITY & RAILROAD		X			Review SPMS - On Call Consultant's Utility Clearance Letter
		ENGINEERING SURVEY			X		
		PHOTOGRAMMETRY & MAPPING			X		
X		ROADSIDE DEVELOPMENT		X			Review SPMS - On Call Consultant's Roadside Development Plans Seeding & NPDES Storm Water Pollution Prevention Plan (if required)
		CONTRACTS & SPECIFICATIONS	X				Review SPMS - On Call Consultant's Plans, Specifications and Estimate Package