The following Checklist shall be completed by the Design Phase Leader and submitted when a Preliminary Field Plan Review Inspection is requested. All necessary items are required in order to schedule a Preliminary Field Plan Review Inspection. Failure to do so will delay the PFPR. Note: The Project Review Engineer may grant exceptions to these requirements.

The request shall include:

☐ Transmittal letter including description of project
☐ Project Data Sheet
☐ Printout of the Project Cost Estimate from GDOT 411 or AASHTOWare Project Estimation
☐ Written certification from the Project Manager stating that a Public Interest Determination Procedure is applicable / not applicable for this project
☐ Copy of email correspondence from Environmental Services stating that it is acceptable to proceed to PFPR for federally or state funded projects
☐ Draft Environmental “Green Sheet” if commitments are known when PFPR requested
☐ Written certification stating that the current design for the proposed project is consistent with the approved RTP/TIP/STIP. For projects in the non-attainment areas the certification should come from the State Transportation Planning Administrator. For other projects, including projects exempt from air quality analysis, written certification comes from the Design Phase Leader/Engineerof Record.
☐ Or ☐ N/A Letter from the State Design Policy Engineer stating that the consultant’s GPS/Control Package and Property/Survey Database meet the Department’s accuracy standards (Applicable when field survey is provided by consultant for GDOT project or for locally administered project where GDOT is acquiring right-of-way and/or Letting the projects to construction).

☐ The plans, one (1) 11x17 set, shall include the following information:
  ☐ Cover Sheet
  ☐ Index
  ☐ General Notes
  ☐ Typical Sections
  ☐ Preliminary Summary of Quantities
  ☐ Plan and Profile sheets (including horizontal/vertical alignments, pavement limits, construction limits)
  ☐ Cross Sections
  ☐ Preliminary Right of Way and Easements
  ☐ Existing utilities (Note: Include SUE Conflicts Matrix, if applicable)
  ☐ Or ☐ N/A Drainage profiles/drainage cross sections for outfalls and areas that require ROW/Easements (culverts, pipes, ditches and channels)
  ☐ Or ☐ N/A Staging Plans
  ☐ Or ☐ N/A Staging Cross Sections
  ☐ Or ☐ N/A Approved Preliminary Bridge Layouts (with approval letter/email from the Office of Bridge Design)
  ☐ Or ☐ N/A Retaining Wall locations and Wall Envelopes
  ☐ Or ☐ N/A Preliminary Traffic Signal Plans (including strain poles, wheelchair ramps, concrete islands)
  ☐ Or ☐ N/A Driveway locations and Driveway Profiles
Or  Or  N/A  Sediment Basins (location size calculations and footprint)
Or  Or  N/A  Post-Construction Stormwater BMP Grading Sheets
Or  Or  N/A  Preliminary Erosion, Sedimentation and Pollution Plan for areas outside of C/F limits.

Additionally, the following information **shall** be submitted along with the PFPR Request:

- Or  Or  N/A  All Draft Project Specific Special Provisions
- Or  Or  N/A  Draft SP 108.08 and SP 150.6
- Or  Or  N/A  A+B Evaluation Tool
- Or  Or  N/A  Accepted Hydraulic Studies
- Or  Or  N/A  Capacity Analysis of major intersections
  - Intersection Sight Distance (ISD) studies or Justification why ISD studies weren't provided
- Or  Or  (N/A)  Approved Pavement Design: Minor Pavement Design  □  Pavement Evaluation Summary  □  Pavement Design Package □
- Or  Or  N/A  Approved Soil Survey Summary Report
- Or  Or  N/A  Draft Post-Construction Stormwater Report
- Or  Or  N/A  Stormwater BMP Infiltration Report (only if infiltration BMPs are being proposed)
- Or  Or  N/A  Summary of Preliminary Earthwork Calculations (mainline, side streets and staging)
- Or  Or  N/A  Constructability Report
- Or  Or  N/A  Approved Stage 1 and Stage 2 Intersection Control Evaluation (ICE) Decision Records with supporting documentation for each intersection or ICE waiver form
- Or  Or  N/A  Letter or email correspondence from Traffic Operations stating that a signal permit has been approved for each new traffic signal shown in the plans
- Or  Or  N/A  Roundabout Performance Checks (fastest paths, design vehicle swept paths, OSOW check swept paths, stopping sight distance checks)
- Or  Or  N/A  Special Grading Drawings (required for roundabouts)
  - Q/A Record and Redlined/Marked Up Plan Set (electronic only)

I certify that all required items have been submitted along with this Request for a Preliminary Field Plan Review Inspection.

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GDOT Project Manager  Office  Phone Number

Design Phase Leader  Company/Office  Phone Number

Project Number

P.I. Number  Date Submitted
References:
None.

History:
annual review: 03/03/22;
copied to Publications: 03/15/12
Reviewed: 3/3/2022