County

Route

Job No.

**DESIGN PROGRESS CHECK LIST**

Program Dates: Right of Way \_\_\_\_\_\_\_\_

Construction \_\_\_\_\_\_\_\_

Environmental Classification: \_\_\_\_\_\_\_\_\_

Date

1. Prelocation Study Meeting Conducted / /\_

2. Agency Scoping Meetings Conducted / /\_

3. Traffic Information Requested / /\_

Received / /\_

4. ARAN Data Requested / /\_

Received / /\_

5. Assessment Maps Requested from Right of Way / /\_

Received / /\_

6. Accident Data Obtained / /\_

7. Pavement Rehabilitation Analysis Requested / /\_

Received / /\_

\_\_\_ 8. Motor Carriers Route Information Requested / /\_

\_\_\_ Received / /\_

9. Location Study Report or Conceptual Plan Submitted / /\_

2% Approved / /\_

10. Design Exceptions Submitted / /\_

Approved / /\_

11. \* Farmland Conversion Impact Rating Form AD-1006 Submitted / /\_

12. Title Information, Phase 1 (last deed of record) / / Requested from Right of Way

Received / /\_

\_\_\_ 13. \* 4(f) Agencies Contacted / /\_

14. Draft Environmental Document Submitted / /\_

Approved / /\_

15. Highway - Railroad Crossing Data Form D-20 Submitted / /\_

16. Notice of Location Hearing Published / /\_

17. Location Hearing Held / /\_

18. Location Hearing Transcript Submitted to Design Division / /\_

3% 19. Final Location Approved by Commission / /\_

20. Begin Survey:

a. Accuracy of USGS Information Checked (Survey Party) / /\_

b. Targets Set / /\_

c. Project Flown / /\_

d. Aerial Photos Received / /\_

e. Mapping Corridor and Targets Identified / /\_

f. Aerial Photos Returned to Photogrammetry / /\_

g. Benches, Vertical & Horizontal Control Submitted to / /

Photogrammetry

10% 21. LST Files (Manuscript) Received from Photogrammetry / /\_

22. Prepare Preliminary Plans: (See Separate Check List)

a. Original Government Land Survey Notes and / /\_

Township Plats Obtained

b. Certified Land Corners Obtained from the Department of / /\_

Natural Resources in Rolla

c. Comments Received from Maintenance & Traffic on / /\_

Preliminary Plans

d. Comments Received from Right of Way on Preliminary / /\_   
 Plans

e. Comments Received from Construction on Preliminary / /\_

Plans

23. Preliminary Field Check Conducted / /\_

24. Soil Survey and Borrow Area Location Requested / /\_

Received / /\_

25. Equivalent Single Axle Loads (ESAL's) Requested / /\_

Received / /\_

26. Pavement Type Selection Requested / /\_

Received / /\_

27. Center Line Staked in Field / /\_

28. Bridge Survey Information Collected / /\_

29. Land Corners Restored and Filed with County / /\_

30. Preliminary Plans Submitted to Design Division / /\_

Preliminary Plans Submitted to FHWA (for interstate projects) / /\_

35% Approved by FHWA (for interstate projects) / /\_

31. \* Questionnaire for Cultural Resource Assessment Submitted / /\_

32. Title Information, Phase 2 (Commitment for / /\_

Title Insurance) Requested from Right of Way

Received / /\_

33. Final Environmental Document Submitted / /\_

Approved / /\_

34. Design Public Hearing (or combined Location and Design / /\_

Public Hearing) Held

35. Design Public Hearing Transcript and Cost Estimates / /\_

Submitted to Design Division

36% 36. Preliminary Design Approved by Commission / /\_

37% 37. Bridge Surveys Submitted to Bridge Division / /\_

38. Bridge Field Check Requested / /\_

38% 39. Bridge Layouts Received / /\_

40. Bridge Memorandum Received / /\_

40% 41. Plan-Profile Sheets Plotted / /\_

42. Right of Way Plans Prepared (See Separate Check List) / /\_

42% 43. Plans ready for Design Field Check / /\_

45% 44. Design Field Check Conducted with Right of Way Personnel / /\_

45. \* Wetland and Threatened and Endangered Species Screening / /\_

Requested

Received / /\_

55% Right of Way Plans and Certification Letter Submitted / /\_

46. Right of Way Plans to:

District Right of Way Agent / /\_

Utilities Engineer (one set for each utility) / /\_

\_\_\_ 47. Right of Way Estimate Requested / /\_

\_\_\_ Received / /\_

\_\_\_ 48. Request Received from Right of Way to Have Right of / /\_

Way Plans Sealed for Filing

49. Right of Way Plans Filed / /\_

50. Asbestos/Underground Storage Tank Inspection Requested / /\_

51. Signal Warrants Submitted / /\_

Approved / /\_

52. Preliminary Signal Layouts Submitted / /\_

Approved / /\_

53. Lighting Warrants Submitted / /\_

Approved / /\_

54. Preliminary Lighting Layouts Submitted / /\_

Approved / /\_

55. Signing Plans Submitted / /\_

Approved / /\_

56. \* Application for Department of the Army 404 Permit / /\_

Submitted to Design Division

Received / /\_

57. Change in Route Status Submitted / /\_

Approved / /\_

58. Draft Urban Agreement Submitted / /\_

Approved / /\_

59. Urban Agreement Executed by:

City / /\_

Commission / /\_

Copies to City / /\_

60. Maintenance Agreements Executed by:

Local Agencies / /\_

Commission / /\_

61. Recommendations for Rates of Application and / /\_

Types of Seed, Mulch, and Fertilizer Submitted

Approved / /\_

62. Traffic Control Plan Approved by

District Construction / /\_

District Maintenance and Traffic / /\_

80% 63. Design Completed - Plans Ready for Final Field Check / /\_

85% 64. Final Field Check Conducted / /\_

65. Railroad Agreement Executed by:

Railroad / /\_

Commission / /\_

Copies to Railroad / /\_

66. Utility Agreement Executed by:

Utility / /\_

Commission / /\_

Copies to Utility / /\_

67. Tabulation of Quantities, Estimate, and Plans Completed / /\_

68. Plans Checked by Another Squad / /\_

95% 69. Final Tabulation, Estimate, and Plans Completed / /\_

70. Traffic Control Plans Submitted / /\_

Approved / /\_

71. Special Contracts Let and Awarded

a. Asbestos Removal / /\_

b. Underground Storage Tank Removal / /\_

c. Demolition / /\_

100% 72. Completed Plans and Supporting Documents Submitted to / /\_   
 Design Division (See Form D-12)

73. Pre-bid Conference Held / /\_

74. Contract Let / /\_

75. Contract Awarded / /\_

76. News Release Prepared for Awarded Contract / /\_

77. Plans Microfilmed / /\_

\* A "Request for Environmental Services" form may be submitted at this stage.