



STATE OF NORTH CAROLINA
DEPARTMENT OF TRANSPORTATION

ROY COOPER
GOVERNOR

J.R. "JOEY" HOPKINS
SECRETARY

DATE: November 3, 2023

TO: Division Engineers
Division Maintenance Engineers
Division Project Development Engineers

FROM: Kristin Barnes, PE
Director of Highway Operations

SUBJECT: Milestone and Estimate Tracking for non-STIP Projects

DocuSigned by:
Kristin Barnes
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Prior to January 1, 2024, several additional data points must be entered and maintained in SAP for certain active and future non-STIP project types. The projects affected are Spot Safety, Spot Mobility, High Impact / Low Cost, Secondary Road Construction, Small Construction, Public Access, Contingency, Economic Development, and Bridge Program & Preservation. The data points to be entered and maintained are primary contact (project manager), letting milestone, right of way acquisition milestone (if applicable), cost estimate, and description.

This effort will allow for improvements to the Comprehensive Project List, and better expenditure forecasts. The milestones and description can be entered through the "Operations-STARS" EBS tile (job aid [attached](#)). Cost estimates should be entered through the "Cost Estimate Application" EBS tile which includes instructions/help in the application.

If you have any questions, please submit through SMO@ncdot.gov.

KB/rb

cc: Lamar Sylvester, PE Chief Engineer
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