



COMBINED FIELD INSPECTION GUIDE

Approach and Questions

June, 2026

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OVERVIEW

This guide should be selected when you anticipate only one field inspection to occur during the project lifecycle. This process is most suitable for smaller projects, such as small safety projects and bridge projects. This single field inspection must comprehensively address all critical aspects of the project including, but not limited to, all design-related issues, right of way, utilities, traffic management, driveway access, overall constructability, permit issues and all contract requirements. Although this is a multidisciplinary review, Division input from construction and maintenance is critical to the success of the project. Division input is required on all questions.

Construction WBS #	Click or tap here to enter.
County	Click or tap here to enter.
T.I.P. #	Click or tap here to enter.
Project Manager	Click or tap here to enter.
Management Group (Central or Division #)	Click or tap here to enter.

Purpose

Field inspections are designed to provide a multidisciplinary review of the project at critical stages throughout its lifecycle. The primary objectives are to prevent construction change orders and unnecessary delays by:

- Identifying right-of-way and utility requirements
- Detecting design conflicts
- Addressing constructability challenges
- Discussing long term maintenance issues and possible mitigation measures
- Discussing permit and contract requirements

Active participation in these meetings, by all attendees, is essential to ensuring the project's success.

Logistics

The Project Manager will need to contact the Division and discuss the following:

- The schedule should allow for **a minimum of 3 weeks** to review the plans prior to the set field inspection date. Is additional review time required?
- Who will be leading the meeting?
- Discuss any additional required attendees, the meeting location, and time preference for the field inspection with the Division.
- Does the Division prefer hard copies or electronic versions, or both? If hard copies are requested, how many copies are required and should the electronic version be sent ahead of time to start their review.
- How will comments be provided and who will provide them? Redline hard copy, Bluebeam review, or other.
- Who will prepare the meeting summary?
- Does the Division have any questions or concerns with the project that need addressing prior to the field inspection.
- The Project Manager will place the field inspection guide on the SharePoint site under External Collaboration and will submit the SharePoint link for the field inspection guide along with the plans to all field inspection attendees. The PM will need to request the subject matter experts to complete all Category 1 questions and provide input on any relevant Category 2 questions.
- The Project Manager will monitor the SharePoint Field Inspection Guide and ensure meeting participants have completed the required responses **at least one week** prior to the scheduled field inspection.

Instructions

The Division Construction Engineer (DCE) or their delegate is responsible for leading the field inspection meeting. It is essential for successful projects to gather input on the design from construction and maintenance personnel. Disciplines named in the agenda are tasked with supporting the DCE in their designated sections. The discipline listed first and in **BOLD** is considered the lead discipline and is responsible for coordinating the response to that question. **However, all attendees must actively participate and contribute to the questions and discussions to guarantee the project's overall success.** If a conflict arises from a question that is completed in advance of the meeting that has not been resolved, the DCE or their delegate should discuss that question at the field inspection.

It is expected that all attendees will review the plans in advance of the meeting. The following topics and questions must be addressed by all relevant disciplines prior to, during, or immediately after the meeting regardless of project size. Responses are required for every question. If a question does not apply to the project, mark it as “N/A.” When additional information is requested, provide complete statements to ensure clarity of all responses. Answers to these questions are needed to help ensure cross discipline coordination has and is occurring, to help ensure Division input has been included in the plan development and to help complete the contract document and estimate.

The questions are divided into three categories:

1. Subject Matter Expert Questions:

Although Division input on all questions is the main objective, the answers provided in this section are intended to assist the Division and to save time during the actual field inspection. Questions in this section are to be completed by the disciplines **at least one week** in advance of the field inspection. **These questions are intended to be answered by the person actually doing the design in each discipline.**

2. Questions to be Discussed at the Field Inspection:

Questions in this section should require discussion and input from all participants during the meeting.

3. Division Specific Questions:

Questions in this section should be completed by Division construction and maintenance personnel during or immediately after the meeting. These questions may be completed and submitted **no more than 2 weeks** after the field inspection has been held.

If a discipline has information that pertains to a question in any of the categories, they should provide the response in advance of the meeting.

AGENDA

Combined Field Inspection

- I. Welcome, Introductions, and Safety Briefing**
- II. Review the Questions answered prior to the field inspection**
- III. Project Commitment Discussion – Division Construction Engineer (DCE), Environmental Policy Unit (EP), and Division Environmental Officer (DEO)**
 - A. Review the Project Commitments from the Environmental Document (Green Sheets)
 - B. Environmental Commitments and Sensitive Areas Discussion Questions
- IV. Sheet-by-Sheet Review with All Parties Providing Comments – DCE**
 - A. Title Sheet and General Project Scope Questions
 - B. Typical Sections and 2 Series Sheets
 - C. Summaries and 3 Series Sheets as identified in the PDN or unit submittal requirements
 - D. Plan and Profile Sheets
 - E. Review Traffic Control Concepts/Plans including any structure staging plans
 - F. Review any other discipline plans provided
- V. Additional Questions Requiring Input from All Participants**
 - A. Environmental - Environmental Policy (EP), Environmental Analysis (EN)
 - B. Traffic System Operations (TO)
 - C. Roadway Design (RD)
 - D. Hydraulic Design (HY)
 - E. Erosion and Sediment Control – Roadside Environmental (RE)
 - F. Geotechnical (GT)
 - G. Utility Coordination and Design (UT)
 - H. Constructability and Maintenance of Traffic – Traffic Management (TM)
 - I. Railroad (RR)
 - J. Bicycle and Pedestrian – Integrated Mobility (IM)
 - K. Permitting
 - L. Right-of-Way (RW)
 - M. Structures Design (ST)
 - N. Signing and Delineation (SD)
 - O. Transportation Signals & ITS (SG)
 - P. Pavement Design Unit (PD)
 - Q. Location and Surveys (LS)
 - R. District Engineer (DE)
 - S. County Maintenance Engineer (CME)
 - T. Division Construction Engineer (DCE)
 - U. Others
- VI. Review Action Items and Next Steps**
- VII. Adjourn**

CATEGORY 1

SUBJECT MATTER EXPERT QUESTIONS

Category 1 Questions are to be completed by the disciplines at least one week in advance of the field inspection. Although Division input on all questions is the main objective, the answers provided in this section are intended to assist the Division and to save time during the actual field inspection. When Subject Matter Experts are completing the questions, they should not work in a vacuum. SMEs should coordinate in advance of the field inspection whenever possible with all units to ensure all questions are complete.

Project Commitment Discussion

A. Review the Project Commitments (Green Sheets)

1. **EP:** Have all environmental commitments from the Environmental Document (Green Sheets) been reviewed, confirmed as implementable and addressed in the plans and/or the special provisions? If “No,” provide details below. Yes
 No
 N/A

Click or tap here to provide additional information.

2. **EP:** Is the environmental document still valid? Yes
 No

Click or tap here to provide Document type, date signed and additional information.

If “No,” is a consultation required? Yes
Click or tap here to provide additional information. No

3. **EP, EN, TM, TO:** Are there moratoria impacting this project? If “Yes,” list each type and affected dates below. Yes
 No

Click or tap here to provide additional information.

4. **EP, IM, TM:** Are there any temporary pedestrian impacts listed in the environmental commitments (Green Sheets)? If so, have they been addressed in the plans? Yes
 No
 N/A

Click or tap here to provide additional information.

B. Environmental Commitments and Sensitive Areas Discussion Questions

1. **EP, EN:** Is additional public outreach required before starting right-of-way acquisition? (This may be beneficial if the project has been dormant since prior public hearings or meetings.)
- Yes
 No
 N/A

Click or tap here to provide additional information.

2. **EP, EN:** Are historic properties and/or archaeological sites clearly marked on the plans? If “No,” specify the locations of any issues below.
- Yes
 No
 N/A

Click or tap here to provide additional information.

Do the commitments clearly outline how impacts to these sites will be avoided or minimized? If “No,” suggest clarifications below.

Yes
 No

Click or tap here to provide additional information.

3. **GT:** Are there monitoring wells within the project limits? If “Yes,” list locations below so abandonment can be coordinated by the Geoenvironmental Section of the Geotechnical Unit before construction.
- Yes
 No
 N/A

Click or tap here to provide additional information.

4. **GT, RD:** Are there existing hazardous waste sites or potentially contaminated properties within or immediately adjacent to the project right-of-way? If “Yes,” list locations below.
- Yes
 No
 N/A

Click or tap here to provide additional information.

5. **GT, RD:** Are existing hazardous waste sites or potentially contaminated properties clearly identified on the plans? If “No,” list locations below.
- Yes
 No
 N/A

Click or tap here to provide additional information.

-
6. **EN, HY, UT, GT, ST:** Are noise walls recommended for this project? Yes
 No

If “Yes”, has drainage design, and utility and right of way impacts been addressed? Please provide additional information below. Yes
 No
 N/A

[Click or tap here to provide additional information.](#)

-
7. **EN, ST:** Have wall aesthetics been identified and coordinated with the Division and Structure Management Unit? Please provide additional details below. Yes
 No
 N/A

[Click or tap here to provide additional information.](#)

-
8. **EP:** Do all project impacts still fall within the original study area of the project? If “No”, please list locations. Yes
 No

[Click or tap here to provide additional information.](#)

Sheet-by-Sheet Review

A. Title Sheet and General Project Questions

1. **PM, RD, ST, UT:** Are any municipal agreements anticipated for the project? If “Yes”, please list the agreements and the current status of those agreements. Yes
 No
 N/A

[Click or tap here to provide additional information.](#)

B. Typical Sections and 2 Series Sheets

Typical Sections, Earthwork, and Pavement

1. **TM, RD, PD:** Has temporary pavement for all traffic phases, including temporary widening and off site detour improvements, been accounted for in the typical sections and estimates? If “No,” identify missing locations and phases below. Yes
 No

[Click or tap here to provide additional information.](#)

C. Plan and Profile Sheets

Roadway

Geometry

1. **RD:** Are there any non-standard street returns regarding width or radii? If “Yes,” list locations below.
- Yes
 No
 N/A

Click or tap here to provide additional information.

2. **RD, TM:** Are reduced-conflict intersections proposed?
- Yes
 No
 N/A

If “Yes,” have any land use changes occurred that would affect the design median width or U turn bulbs? If “Yes,” please discuss design features to ensure optimal median crossovers and required design vehicles.

Yes
 No
 N/A

Click or tap here to provide additional information.

3. **RD:** Have positive offset left turns been provided on median-divided facilities where appropriate? If “No,” identify locations below.
- Yes
 No
 N/A

Click or tap here to provide additional information.

4. **TM, RD:** Are any roads along this project used for oversize vehicles?
- Yes
 No

If “Yes,” does the oversize vehicle route affect the proposed design? If “Yes,” provide specifics below.

Yes
 No

Click or tap here to provide additional information.

Barriers

5. **TM, RD:** Will additional temporary or permanent guardrail be required? If “Yes,” list locations and estimate quantities below.
- Yes
 No

Click or tap here to provide additional information.

Berms, Gutters, and Curbing

6. **IM, TM, RD:** Detectable warning surfaces are required on all existing wheelchair ramps. Are there existing ramps that need retrofitting? If “Yes,” provide the number below. Yes
 No
 N/A

Click or tap here to provide additional information.

7. **HY, RD:** Has all drainage been addressed at all median islands and curbs? If “No”, please provide additional information below. Yes
 No
 N/A

Click or tap here to provide additional information.

Driveways

8. **RD, PD, TM:** Will driveway pavement be required for existing unpaved drives due to steep grades from project construction? If “Yes,” provide location, construction type, and quantities below. Yes
 No
 N/A

Click or tap here to provide additional information.

9. **RD, TM:** Are there any driveways that exceed the desirable grades of 848.02 and 848.03 that should be investigated for access limitations? If “Yes,” please provide location and additional information.” Yes
 No
 N/A

Click or tap here to provide additional information.

Lighting

10. **RD, UT:** Will the project require lighting or future lighting provisions? If “Yes,” list locations below and please coordinate those locations with the Roadway Design Lighting and Electrical Team. Yes
 No
 N/A

Click or tap here to provide additional information.

Hydraulics

1. **HY, RD:** Are there any known locations with the potential for hydroplaning? If yes, list locations and also briefly explain what is preventing the issue from being addressed and/or potential solution for discussion. Yes
 No

Click or tap here to provide additional information.

-
2. **TM, HY, RD:** Has temporary drainage been addressed for all phases of the traffic management plan? If “No,” identify potential locations below. Yes
 No
-

Click or tap here to provide additional information.

3. **HY, RD, UT:** Are any catch basins, inlets, manholes, meter boxes, or valve boxes to be adjusted (Article 858-1)? If “Yes,” provide locations and numbers below. Yes
 No
 N/A
-

Click or tap here to provide additional information.

4. **HY, RD:** Are special grates required for catch basins? If “Yes,” provide location, type, and number below. Yes
 No
 N/A
-

Click or tap here to provide additional information.

5. **HY, RD:** Are Load and Resistance Factor Design (LRFD) contractor-designed pipes required? If “Yes”, please provide locations. Yes
 No
 N/A
-

Click or tap here to provide additional information.

- Are they accounted for in the Drainage Summary Sheet (DSS) and contract? If “No,” please provide locations. Yes
 No
 N/A
-

Click or tap here to provide additional information.

6. **TM, HY, RD:** Is temporary pipe shown on any on-site detours that might be proposed? If “Yes”, is the removal of the temporary pipe shown on the plans and the Drainage Summary Sheet? If “No”, please provide locations below. Yes
 No
 N/A
-

Click or tap here to provide additional information.

7. **TM, HY, RD:** If temporary pavement has been shown, will temporary pipe be required and has it been shown on the plans and summaries as placement and removal? If “No”, please provide locations below. Yes
 No
 N/A
-

Click or tap here to provide additional information.

Geotechnical

1. **RD, GT, PD:** Do contract items reflect Geotechnical and Final Pavement Design recommendations? Yes
 No

Click or tap here to provide additional information.

Utilities

1. **UT, RD, HY:** Are any state-owned communication cables or equipment within the right-of-way that need relocation before construction? If "Yes," indicate locations below. Yes
 No

Click or tap here to provide additional information.

2. **UT, RD:** Are any dry utilities within project limits that require relocation? If "No", check again. If "Yes," list each utility below. Yes
 No

Click or tap here to provide additional information.

3. **UT, RD:** Are any wet utilities within project limits that require relocation? If "Yes," list each utility below and if those utilities are to be added to the contract or Utilities By Others. Yes
 No

Click or tap here to provide additional information.

4. **UT, LS, GT, RD:** Is there existing sanitary sewer on the project? Yes
 No
 N/A

If "No", have potential impacts to existing septic tanks been identified? If "No", please list the locations below. Yes
 No
 N/A

Click or tap here to provide additional information.

5. **UT, RD:** Are there any power transmission easements that are impacted by the construction limits? Yes
 No
 N/A

If "Yes," does this impact create any compliance issues that need to be addressed. Please provide additional information in the space provided. Yes
 No

Click or tap here to provide additional information.

Traffic Operations

1. **TM, RD:** Are there locations where a non-gating impact attenuator should be specified (e.g., temporary detours or traffic patterns) when the completed project requires only a gating device? If “Yes,” list locations below.
- Yes
 No
 N/A

Click or tap here to provide additional information.

Constructability and Maintenance of Traffic

1. **TM, RD, GT:** Is temporary shoring required for traffic maintenance? (Shoring is needed when a 2:1 or steeper slope from an excavation or embankment intersects the ground line within 5 feet of the open travelway edge with a minimum 1:1 slope from the edge of pavement to the ground line.) If “Yes”, list probable locations below.
- Yes
 No
 N/A

Click or tap here to provide additional information.

2. **TM, RD, GT:** If shoring is required, do the traffic control plans provide adequate accommodations for the shoring installation. If no, please provide additional information below.
- Yes
 No
 N/A

Click or tap here to provide additional information.

Rail

1. **RR:** Are there railroads or any railroad right of way within the project limits? If “Yes,” list each railroad company below.
- Yes
 No
 N/A

Click or tap here to provide additional information.

2. **PM, RR:** Have all agreements with railroad companies been completed? If “No,” provide anticipated execution dates below.
- Yes
 No
 N/A

Click or tap here to provide additional information.

3. **RD, RR:** Has curb and gutter been terminated appropriately near railroad crossings? If “No,” identify correct locations below.
- Yes
 No
 N/A

Click or tap here to provide additional information.

-
4. Is railroad shoring anticipated on this project. If "Yes", please list locations. Yes
 No
 N/A
-

Click or tap here to provide additional information.

Bicycle and Pedestrian

1. **IM, RD, TM:** Have bike and/or pedestrian mitigation measures previously agreed upon been incorporated into the design plans? If "Yes," are they Americans with Disabilities Act (ADA) compliant? Explain below. Yes
 No
 N/A
-

Click or tap here to provide additional information.

Permitting (All Disciplines)

1. **ST, All Disciplines:** Have all potential temporary work pads, work bridges, causeways, utilities, etc., been accounted for in the right-of-way and permit? If "No," identify locations below. Yes
 No
-

Click or tap here to provide additional information.

2. **UT, EP:** Is a FERC permit required for this project? If "Yes", what is the status of the Permit application Yes
 No
-

Click or tap here to provide additional information.

Right of Way

1. **UT, RD, RW:** Have all proposed utility easements been identified on the plans? If "No," list needed locations below. Yes
 No
 N/A
-

Click or tap here to provide additional information.

2. **RE, RD, RW:** Is sufficient right-of-way or easements provided for all erosion control and sediment commitments? If "No," indicate locations below. Yes
 No
-

Click or tap here to provide additional information.

3. **SD, SG, RD, RW:** Is right-of-way adequate for sign/signal installation and utility routing near signals? If "No," list areas of concern below. Yes
 No
 N/A
-

Click or tap here to provide additional information.

-
4. **EP, EN, RE, RD:** Are trees to be preserved clearly identified on the roadway plans (Article 200-4)? If “No,” show on plans or list locations below. Yes
 No
 N/A
-

Click or tap here to provide additional information.

5. **EP, EN, RE, RD:** Are there right-of-way areas not to be cleared? If “Yes,” show on plans or list locations below. Yes
 No
-

Click or tap here to provide additional information.

6. **RD, RW:** If partial control of access is shown, are access points appropriately identified? If “No,” indicate locations below. Yes
 No
 N/A
-

Click or tap here to provide additional information.

7. **RD, All Disciplines:** Can any right of way claims be avoided with minor design revisions? If “Yes”, please list locations and possible design revisions. Yes
 No
-

Click or tap here to provide additional information.

8. **RD:** Is any construction currently shown in temporary construction easements that should be incorporated into permanent right of way? Yes
 No
-

Click or tap here to provide additional information.

9. **RW:** Are there buildings suitable for deconstruction by Habitat for Humanity? If “Yes,” list locations below. Yes
 No
 N/A
-

Click or tap here to provide additional information.

10. **UT, RD, RR:** Is boring and jacking required for this project? If “Yes”, has sufficient right of way or easement been provided to accommodate the activity? Yes
 No
 N/A
-

Click or tap here to provide additional information.

Fencing

11. **RD, RW:** If fencing is being handled in the contract, is temporary fencing required? If “Yes,” provide height, type, and recommended locations below.
- Yes
 No
 N/A

Click or tap here to provide additional information.

12. **RD, RW:** If fencing is handled in the contract, is security fencing (reset or replacement) required? If “Yes,” provide a sketch or details (size, post spacing, gates, etc.) below.
- Yes
 No
 N/A

Click or tap here to provide additional information.

13. **RD, RW:** Verify fencing is within existing or proposed right of way or easements. If not, please identify locations and type below.
- Yes
 No
 N/A

Click or tap here to provide additional information.

14. **RD, RW:** If fencing is handled in the contract, are there locations needing Early Fencing? If “Yes,” provide height, type, and recommended locations below.
- Yes
 No
 N/A

Click or tap here to provide additional information.

CATEGORY 2

QUESTIONS TO BE DISCUSSED AT THE FIELD INSPECTION

These questions should be discussed and completed during the field inspection. **If any project conditions or preferences require special provisions or unique pay items, they should be noted in the comments and discussed during the field inspection.**

Sheet-by-Sheet Review

A. Title Sheet and General Project Questions

1. Please advise what date the Division Field Inspection Question Responses should be completed and submitted, but no later than 2 weeks after the field inspection is held in order to meet the project schedule? Click or tap here to enter date.

2. Will advanced clearing and grubbing be required for utility relocation as a separate project in advance of the overall project letting? If "Yes," please provide a recommended letting date for the clearing and grubbing project. Yes
 No
 N/A

Click or tap here to provide additional information.

- If an advanced clearing and grubbing project is required, are the hazardous waste sites shown on both the overall project and the clearing and grubbing project? Yes
 No
 N/A

Click or tap here to provide additional information.

3. Has the project been coordinated with any and all adjacent projects including signal projects, rail projects, lighting projects, etc? If "No", please list adjacent projects that should be coordinated. Yes
 No
 N/A

Click or tap here to provide additional information.

4. What is the probable posted speed limit for this project?

Click or tap here to provide additional information.

-
- 5.** Which clearing method will be used? If “Other,” specify below. Method II
 Method III
 Modified Method III
 Other
- Click or tap here to provide additional information.
-

- 6.** Should emergency crossovers be constructed as part of this project? If “Yes,” recommend the type of construction and locations below. Yes
 No
 N/A
-

Click or tap here to provide additional information.

- 7.** Has recent development occurred that could affect project traffic volumes? If “Yes,” describe the impact below so geometrics and pavement design can be adjusted. Yes
 No
-

Click or tap here to provide additional information.

- 8.** Is the Division aware of traffic-generating events requiring special design or traffic control planning? If “Yes,” list events below: Yes
 No
-

Click or tap here to provide additional information.

- 9.** Are all proposed off-site detour routes suitable for anticipated traffic volumes during construction? If “No,” identify suitable alternatives below. Yes
 No
 N/A
-

Click or tap here to provide additional information.

- 10.** Are there issues with the project’s beginning or end construction? If “Yes,” list locations below. Yes
 No
-

Click or tap here to provide additional information.

- 11.** Are there items that require unique or non-standard special provisions (e.g., ITS sign/structure disposal, hazardous material removal, specialty items, field office trailers)? If “Yes,” please specify. Yes
 No
 N/A
-

Click or tap here to provide additional information.

-
12. Has grading occurred since field surveys and contour mapping were completed? Yes
 No
-

If “Yes,” have these areas been identified and accounted for? Provide details below. Yes
 No
 N/A

[Click or tap here to provide additional information.](#)

13. Should NCDOT-approved alternative noise wall materials be considered instead of standard pile-and-panel materials? If “Yes,” please provide details below. Yes
 No
 N/A
-

[Click or tap here to provide additional information.](#)

B. Typical Sections and 2 Series Sheets

Typical Sections, Earthwork, and Pavement

1. Is the existing pavement adequate on proposed detour routes? If “No,” list areas of concern below. Yes
 No
 N/A
-

[Click or tap here to provide additional information.](#)

2. Does Pavement Management recommend milling? If so, is milling asphalt pavement feasible? Yes
a. If “No,” explain below. No
b. If “Yes,” provide recommended depths, widths, and locations below if not supplied by Pavement Management.
-

[Click or tap here to provide additional information.](#)

3. Roadway Design Manual Guidelines prescribe trench sections for pavement designs 10 inches or less in depth. Is there justification for deviation? If “Yes,” explain below. Yes
 No
 N/A
-

[Click or tap here to provide additional information.](#)

4. Are full-width usable paved shoulders required at interchange ramps with a history of excessive shoulder use, potentially needing additional width? If “Yes,” please list locations. Yes
 No
 N/A
-

[Click or tap here to provide additional information.](#)

C. Summaries and 3 Series Sheets

1. If the project fits guidelines, should it go to contract under “lump sum grading” or individual item basis? Lump sum grading
 Individual item basis

[Click or tap here to provide additional information.](#)

2. Can earthwork (as shown on the Earthwork Summary) be utilized during construction phasing? For widening projects, this includes hauling earth material across traffic. If “No,” provide details below. Yes
 No

[Click or tap here to provide additional information.](#)

D. Plan and Profile Sheets

Roadway

1. Is pavement removal (asphalt or concrete), breaking of existing pavement, or obliteration or pavement required beyond what is shown in the plans? If “Yes,” list locations below. Yes
 No

[Click or tap here to provide additional information.](#)

2. Are there any known locations, either from empirical knowledge or pavement cores, on the project where asphalt has been placed on top of concrete pavement? If “Yes”, please provide locations below. Yes
 No
 N/A

[Click or tap here to provide additional information.](#)

Geometry

3. Are median breaks correctly located with appropriate widths? If “No,” identify locations and correct widths below. Yes
 No
 N/A

[Click or tap here to provide additional information.](#)

4. Should cul-de-sacs or turnaround areas be built on terminated existing roads? If “Yes,” list locations below. Yes
 No
 N/A

[Click or tap here to provide additional information.](#)

Barriers

5. Are there suggestions for reducing future vegetative maintenance around existing or proposed guardrail? If “Yes,” provide details below. Yes
 No

Click or tap here to provide additional information.

6. Will guardrail barricades be needed on terminated existing roads, or should earth berms be constructed? If “Yes,” denote which option, and list locations below. Yes
 No
 N/A

Click or tap here to provide additional information.

- If guardrail, are terminal sections to be used? Provide additional details if needed. Yes
 No
Click or tap here to provide additional information. N/A

Berms, Gutters, and Curbing

7. Are additional shoulder berms, expressway gutters, or curbing required on the outside edge of fill shoulders? If “Yes,” specify locations below or on plans. Yes
 No
 N/A

Click or tap here to provide additional information.

8. **RD:** Are changes recommended for curb type or cover on raised islands? If “Yes,” provide suggestions below. Yes
 No
 N/A

Click or tap here to provide additional information.

Driveways

9. Can driveway alignment and grades be tied down within the existing or proposed right of way or easements? If “No”, please provide details below. Yes
 No
 N/A

Click or tap here to provide additional information.

-
10. Are there any parcels where a driveway is not shown? If “Yes”, please note the location and provide details to address if the access is being eliminated or if access should be provided.
- Yes
 No
 N/A
-

Click or tap here to provide additional information.

11. Are any obscure driveways inadvertently being cut-off? If “Yes”, please provide locations.
- Yes
 No
 N/A
-

Click or tap here to provide additional information.

12. Are changes needed for driveway location or width? If “Yes,” provide details below.
- Yes
 No
 N/A
-

Click or tap here to provide additional information.

13. Are there recommendations for channelization of commercial drives? If “Yes,” provide details below.
- Yes
 No
 N/A
-

Click or tap here to provide additional information.

14. Will high-strength or quick-cure concrete be required for driveways during replacement operations?
- Yes
 No
 N/A
-

Click or tap here to provide additional information.

15. Are the widths of all commercial driveways adequate as shown on the plans?
- Yes
 No
 N/A
-

Click or tap here to provide additional information.

Lighting

16. Have all future and existing lighting conflicts been identified and resolved?
- Yes
 No
 N/A
-

Click or tap here to provide additional information.

Hydraulics

1. Are changes recommended for berm ditches? If “Yes,” provide suggestions below. Yes
 No
 N/A

[Click or tap here to provide additional information.](#)

2. Are changes recommended for the type of paved ditches or ditch liners? If “Yes,” provide suggestions below. Yes
 No
 N/A

[Click or tap here to provide additional information.](#)

3. Have the Division and hydraulic engineers coordinated on gutter placement, shoulder treatments, and potential water quality issues? Provide recommendations or comments if needed. Yes
 No

[Click or tap here to provide additional information.](#)

4. Are any drainage boxes located within Roundabouts? If “Yes”, please provide details below about what other measures have been taken to eliminate boxes in the space below. Yes
 No
 N/A

[Click or tap here to provide additional information.](#)

Utilities

1. Have all dry utility relocations been coordinated? If “No,” please provide the status of the UBO plans for each utility below. Yes
 No
 N/A

[Click or tap here to provide additional information.](#)

Traffic Operations

1. Are there locations where existing fiber optic communication cables (including DMS, CCTV, etc.) may be disturbed by proposed construction operations? If “Yes,” list locations below. Yes
 No
 N/A

[Click or tap here to provide additional information.](#)

-
2. Additionally, if “Yes”, will a Plan of Action be required from the Contractor to address disruptions? Yes
 No
-

Click or tap here to provide additional information.

Constructability and Maintenance of Traffic

1. Has the construction method for proposed bridges and/or culverts been addressed (e.g., top-down construction, temporary bridges, causeways for bridges; sequencing, diversion channels, or easements for culverts)? If “No,” provide details below. Yes
 No
 N/A
-

Click or tap here to provide additional information.

2. Has the removal method for bridge superstructure and substructure been discussed, including any required temporary easements? If “Yes,” provide details below. Yes
 No
 N/A
-

Click or tap here to provide additional information.

3. Are there constructability issues with deep cross pipes or those requiring diversion channels? Yes
 No
 N/A
-

Are temporary construction easements needed for these pipes or for diversion channels? If so, list below. Yes
 No

Click or tap here to provide additional information.

4. Are there any pipes or box culverts in deep fill sections? Yes
 No
 N/A
-

If “Yes”, have the pipes or culverts been designed with camber, if required, to prevent sag in the flow line. Please provide additional information if needed in the space below. Yes
 No

Click or tap here to provide additional information.

5. Have traffic maintenance phases and constructability issues been reviewed to ensure they have no adverse effect on the permit status? If there are any potential conflicts with the permit status, list them in the space below. Yes
 No
-

Click or tap here to provide additional information.

-
6. Are any time restrictions required for traffic control? If “Yes”, please provide additional information. Yes
 No
-

Click or tap here to provide additional information.

7. Is portable lighting required for constructability of the project? If “Yes”, please provide additional information. Yes
 No
 N/A
-

Click or tap here to provide additional information.

Permitting (All Disciplines)

1. Are plan changes or modifications required that could affect permit status? If “Yes,” list locations below. Yes
 No
-

Click or tap here to provide additional information.

2. Does the proposed design take into consideration the constructability issues associated with constructing the roadway, drainage, structures, utilities, and maintaining traffic so that the right of way limits and permit application can be developed accordingly? Please discuss any areas of concern and provide more detail in the space below. Yes
 No
-

Click or tap here to provide additional information.

Right of Way

1. What type of right-of-way marker installation is recommended for this project? (Note: State forces install iron pins and caps; concrete/granite markers must be placed by contract.) Markers by State forces
 Concrete/granite markers by contract
-

2. Is additional information needed on the plans that could affect right-of-way? If “Yes,” provide details below. Yes
 No
-

Click or tap here to provide additional information.

3. Is any additional right of way, construction easements, utility easements, or drainage easements required other than those shown on the plans? If “Yes”, show the location, limits, and specify whether it is temporary or permanent in the space below. Yes
 No
-

Click or tap here to provide additional information.

-
4. Is additional right of way or construction easement required to address temporary widening for traffic control phasing? If “Yes,” specify location and limits below: Yes
 No
-

Click or tap here to provide additional information.

5. Is there a preferred order of right-of-way acquisition? If “Yes”, based on construction phasing and utility relocations, which parcels should be settled first? (Unless directed otherwise, relocatees will be contacted first.) Yes
 No
 N/A
-

Click or tap here to provide additional information.

Fencing

6. Is control of access fencing shown at appropriate locations (e.g., river/stream crossings, deep cuts, high fills) and detailed for tie-ins at streams, bridges, or culverts? If “No,” indicate locations below. Yes
 No
 N/A
-

Click or tap here to provide additional information.

CATEGORY 3

DIVISION SPECIFIC QUESTIONS

May be completed and submitted by the Division Construction Engineer or their delegate after the combined field inspection, but no more than 2 weeks after the field inspection has been held. **If a quantity estimate is requested, this quantity would be in addition to the quantities calculated by the designer. If any project conditions or preferences require special provisions or unique pay items, they should be noted in the comments and discussed during the field inspection.**

1. Will a four-week or eight-week advertisement be desired for this project? A four-week advertisement is the standard; however, an eight-week advertisement can be considered on a case-by-case basis. If an eight-week advertisement is desired, then the project must be discussed with the State Contract Engineer, please provide reasoning for this decision.
- 4-week
 8-week
-

[Click or tap here to provide additional information.](#)

2. If this project is a waste project, should additional shoulder borrow quantity be added? If so, provide an approximate quantity below.
- Yes
 No
-

[Click or tap here to provide additional information.](#)

3. Will incidental stone base be required (Article 545-1)? If "Yes," estimate quantity below.
- Yes
 No
-

[Click or tap here to provide additional information.](#)

4. Are additional new walls, steps, or house walks required? If "Yes," provide location, type of construction, and quantities below.
- Yes
 No
-

[Click or tap here to provide additional information.](#)

5. Are additional pipe installations requiring trenchless construction needed? If "Yes," provide estimated length and location in soil below. (Note: Separate lengths are needed for each location in materials other than soil.)
- Yes
 No
 N/A
-

[Click or tap here to provide additional information.](#)

-
- 6.** Are additional underdrains anticipated? If “Yes,” estimate total length below. Yes
 No
-

Click or tap here to provide additional information.

-
- 7.** Is additional undercut excavation needed beyond geotechnical recommendations? If so, estimate quantity below (Article 225-4). Yes
 No
-

Click or tap here to provide additional information.

-
- 8.** Are there additional resurfacing areas requiring incidental milling to tie back to existing pavement or where additional vertical clearance is required at bridges? If “Yes,” estimate quantity below. Yes
 No
 N/A
-

Click or tap here to provide additional information.

-
- 9.** Will asphalt plant mix pavement repair be required for existing pavement? If “Yes,” estimate quantity below. Yes
 No
-

Click or tap here to provide additional information.

-
- 10.** Can project-generated debris (e.g., removed concrete/asphalt, clearing/grubbing mulch, native planting) be safely and economically incorporated into construction? Yes
 No
-

Click or tap here to provide additional information.

-
- 11.** Will Final Surface Testing be required to be performed on this project? Yes
 No
-

Click or tap here to provide additional information.

-
- 12.** Does this project include new or unique construction techniques, processes, or products unfamiliar to the Department, Division, or Resident Engineer or that would create issues with Buy America Build America? If “Yes,” provide a draft special provision, details, and a Technical Bulletin (if available) in the space below for review and inclusion. Yes
 No
-

Click or tap here to provide additional information.

13. Recommend an estimated completion date based on the letting date shown on the title sheet. Click or tap here to enter date.

Click or tap here to provide additional information.

14. Recommend the most suitable contract method: conventional, A & B, or incentive/disincentive. Conventional
 A&B
 Incentive/disincentive

15. Should a floating date of availability be used? If “Yes,” provide recommendations below. Yes
 No

Click or tap here to provide additional information.

16. Will construction surveying be handled by the Department or the Contractor? Department
 Contractor

17. Are there suggestions to reduce future maintenance costs? If “Yes,” list locations below. Yes
 No

Click or tap here to provide additional information.

18. If the contractor furnishes temporary concrete barriers, should they revert to the contractor at project end? (Note: If the Division takes possession, it must reimburse the project for salvage value using 100% State funds.) Yes
 No
 N/A

Click or tap here to provide additional information.

19. Is removed existing guardrail suitable for reuse? Yes
 No
 N/A

If “Yes,” will it be stockpiled? Please provide additional information below. Yes
 No

Click or tap here to provide additional information.

20. Are street signs and markers to be removed and stockpiled by the contractor? If “Yes,” list locations below. Yes
 No

Click or tap here to provide additional information.

-
- 21.** Is signing and/or pavement marking to be performed by force account? If “Yes,” notify the Division Traffic Engineer to provide a cost estimate to the Roadway Design Unit:
- Yes
 No
-

Click or tap here to provide additional information.

- 22.** Is a \$250 penalty ordinance and/or speed reduction ordinance recommended?
- Yes
 No
 N/A
-

Click or tap here to provide additional information.

- 23.** Are route/name changes necessary? If “Yes,” list locations below.
- Yes
 No
-

Click or tap here to provide additional information.

- 24.** Is a towing ordinance recommended? If “Yes,” list areas of concern below.
- Yes
 No
-

Click or tap here to provide additional information.

- 25.** Beyond standard portable changeable message signs, are short-term signs needed (e.g., for road closures, girder delivery)? If “Yes,” estimate days below.
- Yes
 No
-

Click or tap here to provide additional information.

- 26.** If access is controlled, recommend fence height, type (woven wire or chain link), and gate requirements below.
- Yes
 No
 N/A
-

Click or tap here to provide additional information.

Load Restrictions

- 27.** Are there load limit restrictions on roads/bridges in the project vicinity that will limit contractor hauling?
- Yes
 No
 N/A
-

- If “Yes,” will this be covered by Section 105-15 of the Standard Specifications?
- Yes
 No
-

Click or tap here to provide additional information.

Material Usage and Measurement

28. Specify how borrow material will be measured.
- Truck Measurement
 - In-Place Measurement
 - Truck or In-Place Measurement (Article 230-5)

29. On Federal Aid projects, does the project anticipate that materials furnished by the contractor or materials salvaged during construction will become Department property? If "Yes," and the salvage value exceeds \$5,000, reimbursement using State funds will be required unless reused on other Federally funded projects (Title 23-eligible) until their useful life is expended.
- Yes
 - No
 - N/A

[Click or tap here to provide additional information.](#)

Miscellaneous Comments

[Click or tap here to provide additional information.](#)