

PS&E Checklist for Work Order under an ID/IQ Contract

TIP #:	Construction WBS:	FA #:
County:	Description:	

This checklist should be completed for each work order and serve as supporting documentation for Construction Authorization requests.

REQUIREMENT	YES	NO	N/A	COMMENTS
Final plan set is complete (including Ped/ADA in work zones)				
Design exceptions documented and approved				
Approved Environmental Planning Document / Environmental Consultation (<i>if Environmental Document was signed greater than 12 months prior to construction fund request</i>)				
Final Design (or combined) Field Inspection has been conducted (if warranted)				
All permits are approved				
ROW Certification letter (or ROW Field Certification Form) is complete and signed.				
Utility and Railroad Certifications are complete and signed.				
All agreements are fully executed (i.e. Railroad, Municipal, Utility)				
Updated and verified Engineer's Estimate				
Bonding needed for the work order in alignment with the bonding requirements.				
Work order time established and is reasonable.				

Time related incentives / disincentives (i.e. liquidated damages) have been considered. The use of I/D provisions should be restricted to critical projects where it is essential to minimize traffic delays				
Funding authorization complete before work order assignment.				

No Federal-aid or State-funded transportation improvements will be advertised for bids prior to authorization of the PS&E package by NCDOT personnel as documented in the NCDOT/FHWA Stewardship and Oversight Agreement. Therefore, the North Carolina Department of Transportation has conducted a final review of the subject project agreement pertaining to the completion of plans, specifications, and estimates (PS&E). The work order(s) contains the appropriate components within the PS&E package that meet state or federal-aid requirements in accordance with 23 Code of Federal Regulations except as noted below:

Comments:

Printed Name:

Signature: _____

Title: _____

Date: _____