**Project Definition Document** *- Date*

**Project Name:** **Project ID:**

**Project Division:**  **Project Location:**

NCDOT Division Engineer: *[Name]* NCDOT Project Manager: *[Name]*

Consultant Project Manager: *[Name, Firm Name]*

**Project Description:**

**Primary Funding Sources:** *[State, Federal, Local]*

**Project Lead:**  Central Managed Project  Division Managed Project  Rail Division

Project Management Unit  Structures Management Unit

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| **Project Description** | **Project Purpose and Objective**  *Develop 3-5 “big picture” project goals that express purpose.*  *A short statement, 2-3 sentences:*   * ***What*** *will be accomplished?* * ***When*** *is letting?* * ***How much*** *will it cost?* * *Include construction period)* |  |
| **Scope of Project Work**  *List major project improvements that define the construction work to be accomplished to satisfy the project goals.*  *Include “does not include” statements.* |  |

**Project Delivery Method:**  Design/Bid/Build  Design Build  Progressive Design Build

CMGC (Construction Manager/General Contractor)  Other:

**Environmental Document Type:**  CE  EA  EIS  MCDC  SEA/FONSI

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| **Verified Project Cost Estimates** | | | | | **Potential Project Risks** | |
| ROW | | $ | | | *List* ***major potential*** *project risks to the project budget and/or schedule or attach risk register for complex projects.* | |
| Utilities | | $ | | |
| Construction | | $ | | |
| **Total Project Cost Estimate** | | $ | | |
| **STIP Programmed Amount** | | $ | | |
|  | | |  |  | | |
| **Schedule**  *Proposed major milestone dates* | **Milestones** | | | | | **Scheduled Completion Dates** |
| Environmental Document Complete | | | | |  |
| Right of Way Plans Complete | | | | |  |
| Right of Way Acquisition | | | | |  |
| Utility Relocation by Others Begins (UbO) | | | | |  |
| Right of Way Parcels Accessible | | | | |  |
| Utility Relocation by Others Complete (UbO) | | | | |  |
| Project Let | | | | |  |

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| **Acknowledgement:** |
| By signing below, I acknowledge that I have reviewed the scope of work, schedule, and budget. I agree that the information included in the PDD is representative, based on the knowledge I have at this time. |
| Check if additional documentation included. |
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| **Project Role** | **Name (Print)** | **Signature** |
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