**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. |
|  |

| **Project Role** | **Name (Print)** | **Signature** |
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