

MDOT PRECONSTRUCTION TASKS CONSULTANT INDEX

This list is an index of Program/Project Management System tasks that may be charged to by a consultant. Milestones (a specific event at a point in time) are italicized and underlined. See the [P/PMS Task Manual](#) for more details on tasks and milestones. While not part of P/PMS, Post-Design (after Letting/Award) Tasks have been included for your reference.

STUDY (EARLY PRELIMINARY ENGINEERING)

P/PMS TASK NUMBER AND DESCRIPTION

EPE SCOPING ANALYSIS

2120 Prepare Traffic Analysis Report

2130 Prepare Project Justification

213M Concurrence by Regulatory Agencies with the Purpose and Need

2140 Develop and Review Illustrative Alternatives

2155 Request/Perform Safety Analysis

2160 Prepare and Review EIS Scoping Document

211M Public Information Meeting

EPE DRAFT ANALYSIS

2310 Conduct Technical SEE Studies

2321 Prepare for Aerial Photography

2322 Finish/Print Aerial Photography

2330 Collect EPE Geotechnical Data

2340 Develop and Review Practical Alternatives

233M Aerial Photography Flight

2360 Prepare and Review EA or DEIS

231M Draft Submission to FHWA

2380 Circulate EA or DEIS

232M Public Hearing

EPE FINAL ANALYSIS

2510 Determine and Review Recommended Alternative

250M Concurrence by Regulatory Agencies with Recommended Alternatives

2525 Prepare and Review Engineering Report

2530 Prepare and Review Request for FONSI or FEIS

252M Final Submission to FHWA

2550 Obtain FONSI or ROD

2570 ITS Concept of Operations

CONTAMINATION INVESTIGATION

2810 Project Area Contamination Survey (PCS)

2820 Preliminary Site Investigation (PSI) for Contamination

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PRELIMINARY ENGINEERING – DESIGN

P/PMS TASK NUMBER AND DESCRIPTION

DESIGN SCOPE VERIFICATION AND BASE PLAN PREPARATION

- 3130 Verify Design Scope of Work and Cost
- 3310 Prepare Aerial Topographic Mapping
- 3320 Conduct Photogrammetric Control Survey
- 3321 Set Aerial Photo Targets
- 3330 Conduct Design Survey
- 3340 Conduct Structure Survey
- 3350 Conduct Hydraulics Survey
- 3360 Prepare Base Plans
- 3365 Pre-Conceptual ITS Design and Meeting
- 331M Utility Notification
- 3361 Review and Submit Preliminary ROW Plans
- 331M Preliminary ROW Plans Distributed
- 3370 Prepare Structure Study
- 3375 Conduct Value Engineering Study
- 3380 Review Base Plans
- 332M Base Plan Review (Pre-GI Inspection)
- 3390 Develop the Maintaining Traffic Concepts

PRELIMINARY PLANS PREPARATION

- 3510 Perform Roadway Geotechnical Investigation
- 3520 Conduct Hydraulic/Hydrologic and Scour Analysis
- 3522 Conduct Drainage Study, Storm Sewer Design, and use Structural Best Management Practices
- 3530 Conduct Structure Foundation Investigation
- 3535 Conduct Structure Review for Architectural and Aesthetic Improvements
- 3540 Develop the Maintaining Traffic Plan
- 3551 Prepare/Review Preliminary Traffic Signal Design Plan
- 3552 Develop Preliminary Pavement Marking Plan
- 3553 Develop Preliminary Non-Freeway Signing Plan
- 3554 Develop Preliminary Freeway Signing Plan
- 3555 Prepare/Review Preliminary Traffic Signal Operations
- 3570 Prepare Preliminary Structure Plans
- 3580 Develop Preliminary Plans
- 3581 Review and Submit Final ROW Plans
- 351M Final ROW Plans Distributed
- 3585 Final ITS Concept Design and Meeting
- 3590 Review Preliminary Plans (Hold Plan Review Meeting)
- 352M THE Plan Review (Grade Inspection)
- 3595 Conduct ITS Structure Foundation Investigation

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PRELIMINARY ENGINEERING - DESIGN (cont'd)

P/PMS TASK NUMBER AND DESCRIPTION

UTILITIES

- 3610 Compile Utility Information
- 3615 Compile ITS Utility Information
- 3650 Coordinate RR Involvement for Grade Separations
- 3655 Coordinate RR Involvement for At-Grade Crossings
- 3660 Resolve Utility Issues
- 360M Utility Conflict Resolution Plan Distribution
- 361M Utility Meeting
- 3670 Develop Municipal Utility Plans
- 3672 Develop Special Drainage Structures Plans
- 3675 Develop Electrical Plans
- 3680 Preliminary ITS Communication Analysis
- 3690 Power Design (Power Drop in Field)

MITIGATION/PERMITS

- 3710 Develop Required Mitigation
- 3720 Submit Environmental Permit Applications
- 3730 Obtain Environmental Permit

FINAL PLAN PREPARATION

- 3821 Prepare/Review Final Traffic Signal Design Plan
- 3822 Complete Permanent Pavement Marking Plan
- 3823 Complete Non-Freeway Signing Plan
- 3824 Complete Freeway Signing Plan
- 3825 Prepare/Review Final Traffic Signal Operations
- 3830 Complete the Maintaining Traffic Plan
- 3840 Develop Final Plans and Specifications
- 380M Plan Completion
- 3850 Develop Structure Final Plans and Specifications
- 3870 Hold Omissions/Errors Check (OEC) Meeting
- 387M Omissions/Errors Checks Meeting
- 389M Plan Turn-In
- 3880 CPM Quality Assurance Review
- 3890 Final ITS Communication Analysis

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PRELIMINARY ENGINEERING – RIGHT OF WAY

P/PMS TASK NUMBER AND DESCRIPTION

EARLY RIGHT OF WAY WORK

- 4120 Obtain Preliminary Title Commitments
- 4130 Prepare Marked Final Right Of Way Plans
- 413M *Approved Marked Final ROW*
- 4140 Prepare Property Legal Instruments

ROW ACQUISITION

- 4411 Preliminary Interviews
- 441M *Post-Decision Meeting*
- 4412 Real Estate Services Assignment Proposal and Fee Estimate (Form 633s) for Appraisal Work Authorization
- 4413 Appraisal Reports
- 4420 Appraisal Review Reports
- 4430 Acquire Right Of Way Parcels
- 4510 Conduct Right Of Way Survey & Staking

ROW RELOCATION

- 4710 Relocation Assistance
- 4720 Prepare Improvement Removal Plan
- 442M *ROW Certification*

POST LETTING/AWARD TASKS (for reference only)

P/PMS TASK NUMBER AND DESCRIPTION

- 4810 Complete Acquisition Process
- 4820 Manage Excess Real Estate
- 4830 Provide Post-Certification Relocation Assistance
- 4910 Conduct ROW Monumentation
- 5010 Construction Phase Engineering and Assistance
- 5020 Prepare As-Built Drawings