

DESIGN BUILD SUBMISSION CHECKLIST

COUNTY _____, SR _____, SECTION _____

SHORT DESCRIPTION:	

IMPROVEMENT / ACTIVITIES	COMPLETION DATES	
	Expected	Actual
Quality Control Plan Submitted to Design PM for Approval		
Preliminary Plan (Design Field View) / Peer Review Comments Submitted to Design PM		
Safety / Design Review Approval		
Pre-Final Roadway Plan (complete or partial) / Peer Review Comments to Design PM		
Design PM Approval to Move Forward		
Final Roadway Plan / Peer Review Comments to Design PM		
Design PM Approval to Move Forward To Construction		
As-Built Plans / Peer Review Comments to Design PM		
Design PM Approval of As-Built Plans		
Minutes from DEP Meeting (held within 2 weeks after NTP) to Design PM		
Waterway Permits to ADE Design for Signature / Submission		
Erosion & Sedimentation Control Plan / NPDES Permit (if required) to ADE Design for Signature		
Geotechnical / Foundation Report / Peer Review Comments to District Bridge Engineer		
Bridge Engineer Approval to Move Forward		
Pavement Design Submitted to the District Pavement Manager for Approval		
Pavement Manager Approval of Pavement Design		
Type, Size & Location (TS&L) (Modified Process) / Peer Review Comments to Bridge Engineer		
Bridge Engineer Approval to Move Forward		
Pre-Final Bridge Plan / Peer Review Comments to Bridge Engineer		
Bridge Engineer Approval to Move Forward		

DESIGN BUILD SUBMISSION CHECKLIST

COUNTY _____, SR _____, SECTION _____

IMPROVEMENT / ACTIVITIES	COMPLETION DATES	
	Expected	Actual
Final Bridge Plans / Peer Review Comments to Bridge Engineer		
Bridge Engineer Approval to Move Forward to Construction.		
As-Built Plans / Peer Review Comments to Bridge Engineer		
Bridge Engineer Approval of As-Built Plans		
Conceptual Traffic Control Plan / Peer Review Comments to District Traffic Engineer		
District Traffic Engineer Approval to Move Forward		
Final Traffic Control Plan / Peer Review Comments to District Traffic Engineer		
District Traffic Engineer & ADE for Construction Approval to Move Forward to Construction		
Final Right-of-Way Plans / Peer Review Comments to District Design PM & Right-of-Way Administrator		
Right-of-Way Administrator Approval of the Right-of-Way Plan		
Right-of-Way Plan Recorded by the Right-of-Way Administrator		
Right-of-Way Administrator Review and Approval of Appraisals for Each Claim		
Right-of-Way Administrator Approval of Acquisition and Relocation Documents for Each Claim		
DB Team Acquisition Firm Submits Settlement Information by Parcel		
PennDOT Makes Payment to Property Owner		
PennDOT Issues Right-Of-Way Clearance to Proceed to Construction		
Utility Coordination Documentation / Peer Review Comments To District Utility Administrator		
Utility Administrator Approval to Move Forward		
Utility Administrator Processes Utility Relocation HOP and/or Reimbursement Agreements		
PennDOT Issues Utility Clearance to Proceed to Construction		