Prior to design, complete or update a Systems Engineering and Architecture Compliance Checklist or report (depending on the complexity of the project) for projects containing any Intelligent Transportation Systems (ITS) elements. Submit the checklist or report to the Arizona Department of Transportation (ADOT) Systems Technology Group manager for review and approval. If federally funded, submit the approved checklist or report to the Federal Highway Administration (FHWA) as part of the federal authorization paperwork.

Section 1 – **Project Information**
1.1a   ADOT Project Manager and Contact Information:
1.1b   Consultant Project Manager and Contact Information: ❒ N/A
1.1c   Local Public Agency Project Manager and Contact Information: ❒ N/A
1.2   Project Location:

1.3 ADOT Project Number (also known as TRACS):	Federal-Aid: ❒ YES ❒ NO Federal-Aid Project Number: ❒ N/A

1.4   Project Description, Title, and Type of Work:

1.5   Funding and Source of Each (Including State and Federal):

Fiscal Year:
Other (Please Specify):

1.6   Nature of Work (select all appropriate boxes):

- ❒ Software/Integration
- ❒ Construction
- ❒ Operations
- ❒ Evaluations

- ❒ Planning
- ❒ Equipment Upgrades
- ❒ Preliminary Engineering
- ❒ Other (Please Specify):

Section 2 – **ITS Architecture Conformance**
National, Arizona, MAG, and PAG all have ITS Architectures available online. If the project is located on a local jurisdiction facility within MAG, search MAG 2013 Architecture. If the project is located on a local jurisdiction facility within PAG, search PAG 2004 Architecture. All others, search Arizona 2018 Architecture.

2.1	Service Packages identified in MAG Architecture http://azmag.gov/Programs/Transportation/Road-Safety-and-Technology/MAG-Regional-ITS-Architecture/MAG-ITS-Architecture Service (formerly "market") Packages identified in PAG Architecture http://www.pagnet.org/documents/its/2004-ITS-SDP.pdf Service Packages identified in Arizona 2018 Architecture https://apps.azdot.gov/files/its-architecture/services.htm Search the online architectures to identify the service packages in the project. List the service packages in the space provided:
2.2	Identify which ITS elements are not already included in the relevant architecture and list them here so they can be identified in future Architecture updates:

Section 3 – **Participating Agencies and Their Roles**

3.1	Lead Agency:
3.2	Participating Agencies:
3.3	Is an Intergovernmental Agreement (IGA/JPA) Needed for This Project? ☐ Existed ☐ To Be Developed ☐ IGA # _____ ☐ No Please describe operational and budgetary relationships:

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Section 4 – **Requirements Definitions and Alternatives Analysis**			

4.1 Project Purpose and Need Summary:
Is there a project scoping document defining the issue? ☐ Yes ☐ No
If "No," please provide information:

Is there a project scoping document defining proposed alternatives? ☐ Yes ☐ No
If "No," please provide information:
(Tip: List what types of planning documents have been or will be completed.)

4.2 Project Documentation			List the name and date of the existing document or what is to be developed in the space below:
Feasibility Study with alternatives and cost benefits (Tip: List what types of planning documents have been or will be completed.)	☐	Existing	
	☐	Existing to Be Modified	
	☐	To Be Developed	
Concept of Operations	☐	Existing	
	☐	Existing to Be Modified	
	☐	To Be Developed	
Requirements	☐	Existing	
	☐	Existing to Be Modified	
	☐	To Be Developed	
Design / Post-Design	☐	Existing	
	☐	Existing to Be Modified	
	☐	To Be Developed	

Section 5 – **Procurement**

5.1 Procurement Methods:

❑ Construction Contract   ❑ Procurement Contract

❑ Request for Proposal   ❑ Other (Please Specify):

❑ Invitation to Bid

5.2 Equipment to Be Purchased:

5.3 Procurement Contract Numbers to Be Used: app.az.gov (if using existing contract)

Section 6 – **ITS Standards**

6.1 Which specific National ITS Standards will be used in this project such as NTCIP and IEEE? These standards are online: https://www.standards.its.dot.gov/DevelopmentActivities/PublishedStandards. Identify the project specific ones:

If no National ITS Standards can be identified please explain why not:

Section 7 – **Systems Testing**

7.1 Systems Testing Documentation		List the name of the existing document or what is to be developed in the space below:
System Test Plan	❑ Existing	
	❑ Existing to Be Modified	
	❑ To Be Developed	
System Validation	❑ Existing	
	❑ Existing to Be Modified	
	❑ To Be Developed	

Section 8 – **Operational Resources**

8.1	Procedures and Resources Needed for the Operation and Maintenance: (Tip: If the operation is expanding, how will existing agreements, staff, processes, or networks manage the additional equipment? If the operation is new, what agreements, staff, processes, or networks will ensure success?)
8.2	Operation/Maintenance Staff Contact Information: (Tip: Once the construction is completed who will operate/maintain the equipment?)

Section 9 – **Schedule**

9.1	Expected Design Completion Date and Construction Completion Date:
9.2	Relationship to Other Federal, State, County, and Local Projects and Phases (within TIP and/or Five-Year Program): (Tip: Does this project depend on another project to operate successfully? Is the project one of a series or projects for a phased approach?)

Section 10 – **Strategic Plans for System Update**

10.1 Plans for Systems Upgrade and Lifecycle			List the name and date of the existing document or what is to be developed in the space below:
System Update Plan	❐	Existing	
	❐	Existing to Be Modified	
	❐	To Be Developed	

Section 11 – **Completed and Approved**

11.1	Name of person completing the form, contact information, date when submitting:
11.2	ADOT Systems Technology Group Manager Signature and Date:

Signature   Date