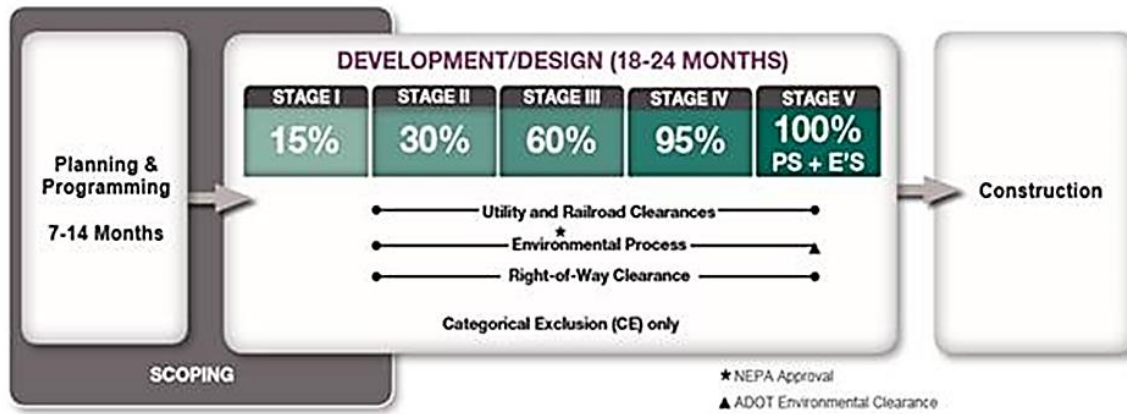


PROJECT DEVELOPMENT PROCESS ILLUSTRATED – FIGURE 1



**DESIGN PHASE CLOSEOUT PROCESS ILLUSTRATED – FIGURE 2**

ID	Task Name	Precedes	Input	Output	Initiator	Performed by	Owner
1	<b>Project Closeout Framework - Local Design</b>						
2	<b>D - Design - Federal Aid</b>						
3	Initiation Request from Local Agencies to LPA		Initiation Request	Initiation Request	CA	CA	CA
4	Project Setup and Initiation	3	Initiation Request	Initiation Letter to Local	PMG	PMG	PMG
5	Receive Payment for Project Development Administration (PDA)	4	Invoice to Local Agency	Paid Invoice	PMG	AR	PMG
6	Scoping Document from Local Agencies	5	Scoping Document	Scoping Document	CA	CA	CA
7	Concurrence of Scoping	6	Scoping Document	Concurrence Email	PMG	PMG	PMG
8	Authorization of Design from FHWA	7	Request for Authorization	Signed Authorization	PMG	FHWA	PMG
9	Contracting for Design	8	scoping Document, Signed Authorization for	Executed Contract for Design	CA	CA	CA
10	NEPA/Env. Clearance	8	Scoping Document	NEPA Approval, Environmental Clearances	PMG	EP	EP
11	Right of Way Clearance	10	NEPA Approval, Environmental Clearances	ROW Clearance	CA	CA	CA
12	Utility Clearance	10	NEPA Approval, Environmental Clearances	Utility Clearance	CA	CA	CA
13	Approval of Materials Checklist/Log	8		Approved Materials Checklist	CA	Materials Group	Materials Group
14	Final PS&E (Stage 5)	10,13	Scoping Document, NEPA Approval, Environmental Clearances	Plans, Specs & Estimate (PS&E)	CA	CA	CA
15	DBE Goal Assessment for Construction	14	DBE Goal Request	DBE Goal	CA	BECO	CA
16	Authorization of Construction from FHWA	14,15	Authorization Package	Signed Construction Funding Authorization	PMG	FHWA	PMG
17	Local Agency Advertise/Award	16	Signed Construction Funding	Construction Contract	CA	CA	CA
18	BECO Approval of DBE Packet		DBE Verification Package	Approved DBE Package	CA/PMG	BECO	BECO
19	Adjust the Construction Funding based on Award	17	Award Recap	\$\$\$\$	CA/PMG	RA	PMG
20	Close and Release the 03D Phase	19	Award Recap	\$\$\$\$	PMG	RA	RA
21	Additional Invoice for Project Development Administration (PDA)	48	Closeout Package	Invoice for PDA	PMG	AR	PMG
22	Complete the 01D Phase	21				RA	RA

