



LPA PROJECT INITIATION FORM

Project Name:
 Project Location:
 Sponsor Contact:
 Phone & Email:

Sponsor Agency:
 COG/MPO: Select One...
 Functional Class:

Administered By: CA SA (fed \$) SA (loc \$) ADOT
 Design By: Local Consultant

PROJECT SCOPE	
(Description of work being completed, current status, length of project, begin and end termini, etc..)	
Pre-Scoping/Project Assessment (PA) Completed?	<input checked="" type="radio"/> Yes <input type="radio"/> No / Public Outreach By: <input checked="" type="radio"/> Local Sponsor <input type="radio"/> ADOT
Provide a brief, but detailed scope of work that helps us understand the project, including type of work being performed, project limits with beginning and ending termini, project length, etc.)	

PROJECT FUNDING								
Most federal-aid projects will be subject to a 94.3%/5.7% split. Some projects may be funded at 100% (ie. HSIP) or 80%/20% if funding is from a Grant (i.e. BUILD/RAISE, etc). Complete table as shown in the Regional TIP and if applicable HSIP or Grant Award Letter.								
Work Phase	Type of Funding	TIP ID #	Program Year	Federal Funds (100%)	Federal Funds (94.3% or 80%)	Local Match (5.7% or 20%)	Local Other (100%/Overmatch)	Total
ADOT REVIEW/PDA FEES	Select One							\$ 0.00
DESIGN	Select One							\$ 0.00
CONSTRUCTION	Select One							\$ 0.00
ROW ACQUISITION	Select One							\$ 0.00
MATERIALS ONLY	Select One							\$ 0.00
TOTAL				\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00

ESTIMATED SCHEDULE (COMPLETE AS APPLICABLE)		
Action	Recommended	Completion Date
PROJECT INITIATION	30 Days	
IGA EXECUTION	3-4 Mo	
PE AUTHORIZATION	4-6 Wks	
KICK-OFF MEETING	3 Mo (ADOT PDOC)	
STAGE II (30%)		
STAGE III (60%)		
ENV CLEARANCE		
STAGE IV (95%)		
ROW CLEARANCE		
URR CLEARANCE		
STAGE V (100% BID READY)		
BID ADVERTISEMENT		
BID OPENING	30 Days from Bid Adv	
BID AWARD	30 Days from Bid Open	
CONSTRUCTION START	30 Days from Bid Award	
CONSTRUCTION END	Substantial Completion	
PROJECT END DATE	Within 4 Mo of Const End	

ENVIRONMENTAL CONSIDERATIONS	
Class of Action (COA): Select One	
Provide a brief description of all environmental considerations or risk to delivery that may impact the scope, schedule, or budget (i.e. NEPA, Historical, Cultural, etc).	

RIGHT OF WAY (ROW) CONSIDERATIONS	
<input type="checkbox"/> New ROW Required	<input type="checkbox"/> TCE Required <input type="checkbox"/> BLM Land <input type="checkbox"/> Tribal Land
Provide a brief description of all ROW considerations and/or risk to delivery that may impact the scope, schedule, or budget (i.e. how many parcels are being acquired, coordination needs, permits, new easements, etc... or no new ROW will be required).	

UTILITY & RAILROAD (URR) CONSIDERATIONS	
<input type="checkbox"/> Railroad is within 1/2 mile of project limits	
Provide a brief description of all ROW considerations and/or risk to delivery that may impact the scope, schedule, or budget (i.e. Type of and # of utilities that need to be installed/moved, Name of Utility or Railroad Companies, coordination needs, etc. or No URR impacts).	