

Project Definition Document

Project Name Date

Primary Project Type Primary Concept

Location

PIN Project Manager Project Sponsor

Project Objective Statement

*A short statement of:
What is to be accomplished,
When will it be completed, &
How much will it cost. (Should be less than 25 words,
include the construction period)*

Pavement Preservation to be completed before Labor Day weekend 2014 with budget of \$1,540,000.

Project Goals and Metrics

Develop "big picture" project goals that express results instead of project work items. Metrics to be project specific. If project is supporting programmatic goals, metrics are not required.

1. Preserve infrastructure - Extend road life by 10 years.
Metrics - N/A

Project Scope Statements

List major project components that define the work that needs to be accomplished in order to satisfy the Project Goals. Should include "do not" statements.

1. Overlay travel lanes and shoulders with HMA
2. Mill and fill existing asphalt on Sandy River bridge
3. Do not install, replace or improve guardrail, unless substandard and supported by pavement preservation guidelines
4. Do not replace drainage pipes

Project Delivery Method

Select the most appropriate delivery method based on the type, details & needs of the project.

- Design / Bid / Build
- Design / Build
- CMGC (Construction Manager / General Contractor)
- Procurement
- Other

Potential Project Risks

List major potential project risks to the project budget or schedule.

1. Oil prices substantially increase prior to advertisement and/or construction of project (budget)
2. Remote project location may limit bidders (budget)
3. Bridge deck needs substantial repair (budget & schedule)

Preliminary Budget Estimates

List Preliminary budget estimates (ePM 505 screen).

Environmental:	<input type="text" value="0"/>	Utilities:	<input type="text" value="25,000"/>
Concept Dev.:	<input type="text" value="0"/>	Construction:	<input type="text" value="1,350,000"/>
P.E.:	<input type="text" value="30,000"/>	C.E.:	<input type="text" value="70,000"/>
ROW:	<input type="text" value="0"/>	Incentives, Misc, Contingency:	<input type="text" value="65,000"/>
Project Value:	<input type="text" value="1,540,000"/>	Total Budget Estimate:	<input type="text" value="1,540,000"/>

Important Dates

Identify the Proposed Advertise / Proposed Due Date and the construction completion / work completion date.

Proposed Advertise / Proposed Due Date
Construction Completion / Work Completion Date

In House Design Lead

Consultant Design Lead

Approval Signatures

Project and Program Manager signatures indicate "Recommend for approval"

Project Manager _____ Date _____

Program Manager _____ Date _____

Region Director signature indicates "Final approval"

Region Director _____ Date _____