

**Indianapolis Regional Transportation Improvement Program  
Project Scoping and Cost Estimating Form**

Agency: Agency Name

Project Title: Project Title

**1. GENERAL PROJECT INFORMATION**

|                            |   |
|----------------------------|---|
| <b>Des. Number</b>         | <a href="#">INDOT Des. Number ("NA if not yet assigned")</a>  |
| <b>Lead Agency</b>         | <a href="#">Agency Name</a>   |
| <b>Project Title</b>       | <a href="#">Project Title</a>   |
| <b>Lead Agency Contact</b> | <a href="#">Lead Agency Contact</a>   |
| <b>Date</b>                | <a href="#">Date Form Prepared</a>  |
| <b>ERC in Charge</b>       | <a href="#">Agency ERC in Charge</a>  |
| <b>Project Type</b>        | <input type="checkbox"/> Bicycle/Pedestrian <input type="checkbox"/> Bridge <input type="checkbox"/> Interchange <input type="checkbox"/> Intersection <input type="checkbox"/> Rail <input type="checkbox"/> Road <input type="checkbox"/> Sign<br><input type="checkbox"/> Road Recons / Rehab / Resurface <input type="checkbox"/> Signal <input type="checkbox"/> Transit <input type="checkbox"/> Other ( <a href="#">describe</a> ) |

**2. PROJECT DESCRIPTION**

|  |   |
|--|---|
| <b>Project Limits</b>  | <a href="#">Describe project limits</a>   |
| <b>Major Project Features</b>  | <a href="#">Summarize major project features</a>  |
| <b>Typical Section</b>   | <a href="#">Describe typical section</a>  |
| <b>Bicycle/Pedestrian Facilities</b>   | <a href="#">Describe bicycle/pedestrian facilities</a>  |
| <b>Project Need</b>  | <a href="#">Summarize the existing problem the project will addresses</a>   |
| <b>Project Purpose</b>   | <a href="#">Summarize how the project will addresses the need</a>   |
| <b>Project Scoping Completed</b> ( <i>check items that have been uploaded to MiTIP</i> ) | <input type="checkbox"/> Engineer's Report or Scoping Study <input type="checkbox"/> Map of Proposed Alignment <input type="checkbox"/> Traffic Forecast<br><input type="checkbox"/> Traffic Analysis <input type="checkbox"/> None |

**3. COST ESTIMATE DATA AND ASSUMPTIONS (Attach Cost Estimate)**

|   |   |
|---|---|
| <b>Unit Cost Sources</b>  | <a href="#">Describe sources of cost data and adjustments made for local conditions or project experience</a> |
| <b>Estimated Year of Construction</b>   | <a href="#">Click or tap here to enter text.</a>  |
| <b>Annual Escalation Rate</b> ( <i>explanation required if rate differs from that provided by MPO</i> ) | <a href="#">Click or tap here to enter text.</a>  |
| <b>Design Engineering Cost</b>  | <a href="#">Enter the percentage of construction cost used or specify other calculation method.</a>           |
| <b>Construction Engineering and Testing Costs</b>   | <a href="#">Enter the percentage of construction cost used or specify other calculation method.</a>           |
| <b>Contingency Estimate</b>   | <a href="#">Enter the percentage of construction cost used or specify other calculation method.</a>           |

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**4. BASE DATA COLLECTION AND SOURCES**

|   |  |  |
|---|--|--|
| <b>Field Check/Site Visit</b>                                       | <input type="checkbox"/> Yes <input type="checkbox"/> No | Field check date(s) and any additional comments. |
| <b>GIS Data</b>   | <input type="checkbox"/> Yes <input type="checkbox"/> No | Sources of GIS data.                             |
| <b>Aerial Photography</b>   | <input type="checkbox"/> Yes <input type="checkbox"/> No | Source and date of aerial photography.           |
| <b>Elevation/Contour Mapping</b>                                    | <input type="checkbox"/> Yes <input type="checkbox"/> No | Source and date of elevation or contour mapping  |
| <b>Field Survey</b>   | <input type="checkbox"/> Yes <input type="checkbox"/> No | Survey date(s) and any additional comments.      |
| <b>Bridge Inspection Reports</b><br><i>(include as attachments)</i> | <input type="checkbox"/> Yes <input type="checkbox"/> No | Report date(s) and any additional comments.      |
| <b>Traffic Counts</b><br><i>(include as attachments)</i>            | <input type="checkbox"/> Yes <input type="checkbox"/> No | Count date(s) and any additional comments.       |

**5. RIGHT OF WAY**

|  |  |
|--|--|
| <b>Existing Right of Way Description</b> | General description of extents and/or typical widths.  |
| <b>New Right of Way Required</b>         | <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unknown Estimated area, type, number of parcels. |
| <b>Anticipated Relocations</b>           | <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unknown Estimated number and type.               |
| <b>Right of Way Data Sources</b>         | Data sources for identifying right of way and parcel limits.   |
| <b>Right of Way Cost Sources</b>         | Data sources and methods for costs of right of way engineering, acquisition, and relocations.                                      |

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**6. MAJOR PROJECT COMPONENTS**

|                                      |  |  |
|--------------------------------------|--|--|
| <b>Earthwork</b>                     | <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unknown          | Describe scope and assumptions used to estimate quantities and cost. |
| <b>Asphalt Pavement</b>              | <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unknown          | Describe scope and assumptions used to estimate quantities and cost. |
| <b>Concrete Pavement</b>             | <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unknown          | Describe scope and assumptions used to estimate quantities and cost. |
| <b>Curb and Gutter</b>               | <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unknown          | Describe scope and assumptions used to estimate quantities and cost. |
| <b>Shoulders</b>                     | <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unknown          | Describe scope and assumptions used to estimate quantities and cost. |
| <b>Enclosed Drainage</b>             | <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unknown          | Describe scope and assumptions used to estimate quantities and cost. |
| <b>Ditches</b>                       | <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unknown          | Describe scope and assumptions used to estimate quantities and cost. |
| <b>Bridges</b>                       | <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unknown          | Describe scope and assumptions used to estimate quantities and cost. |
| <b>Culverts</b>                      | <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unknown          | Describe scope and assumptions used to estimate quantities and cost. |
| <b>Storm Water Detention</b>         | <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unknown          | Describe scope and assumptions used to estimate quantities and cost. |
| <b>Traffic Signals/ITS</b>           | <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unknown          | Describe scope and assumptions used to estimate quantities and cost. |
| <b>Retaining Walls</b>               | <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unknown          | Describe scope and assumptions used to estimate quantities and cost. |
| <b>Railroad Crossings</b>            | <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unknown          | Describe scope and assumptions used to estimate quantities and cost. |
| <b>Landscaping/Aesthetics</b>        | <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unknown          | Describe scope and assumptions used to estimate quantities and cost. |
| <b>Signing/Pavement Marking</b>      | <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unknown          | Describe scope and assumptions used to estimate quantities and cost. |
| <b>Roadway Lighting</b>              | <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unknown          | Describe scope and assumptions used to estimate quantities and cost. |
| <b>Pedestrian/Bicycle Facilities</b> | <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unknown          | Describe scope and assumptions used to estimate quantities and cost. |
| <b>Drives and Access Points</b>      | Describe drives and access points and assumptions used for estimating costs                        |  |
| <b>Maintenance of Traffic</b>        | Describe anticipated maintenance of traffic, including lane or road closures and alternate routes. |  |
| <b>Other Significant Items</b>       | Describe scope and assumptions for other items.  |  |

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**7. ENVIRONMENTAL FEATURES AND ISSUES**

|   |   |  |   |
|---|---|--|---|
| <b>Anticipated NEPA Document</b>                  | <input type="checkbox"/> Programmatic Agreement   | <input type="checkbox"/> Categorical Exclusion | <input type="checkbox"/> Environmental Assessment   |
|   | <input type="checkbox"/> Environmental Impact Statement   | <input type="checkbox"/> Unknown               |   |
| <b>NEPA Document Status</b>                       | <input type="checkbox"/> Approved   | <input type="checkbox"/> Not Required          | <input type="checkbox"/> Finding of No Significant Impact                                     |
|   | <input type="checkbox"/> Underway   | <input type="checkbox"/> Not Started           | Actual or anticipated completion date: <a href="#">Enter date</a>                             |
| <b>Environmental Investigations Complete</b>      | <input type="checkbox"/> Red Flag Investigation (attach if complete)<br><input type="checkbox"/> Archaeological Records Check<br><input type="checkbox"/> Historic Properties Records Check<br><input type="checkbox"/> Noise analysis  |  |   |
| <b>Anticipated Permits</b>                        | <input type="checkbox"/> Section 404 Department of the Army Corps of Engineers Permit<br><input type="checkbox"/> Section 401 Water Quality Certification<br><input type="checkbox"/> IDNR Certification of Approval for Construction in a Floodway<br><input type="checkbox"/> Rule 5 Submission<br><input type="checkbox"/> Flood Protection<br><input type="checkbox"/> FAA<br><input type="checkbox"/> No permits are required<br><input type="checkbox"/> Unknown<br><input type="checkbox"/> Other: <a href="#">Describe.</a> |  |   |
| <b>Streams, Wetlands, or Floodplains</b>          | <input type="checkbox"/> Yes  | <input type="checkbox"/> No                    | <input type="checkbox"/> Unknown <a href="#">Describe environmental features and impacts.</a> |
| <b>Historic Properties or Districts</b>           | <input type="checkbox"/> Yes  | <input type="checkbox"/> No                    | <input type="checkbox"/> Unknown <a href="#">Describe environmental features and impacts.</a> |
| <b>Public Parks or Recreation Areas</b>           | <input type="checkbox"/> Yes  | <input type="checkbox"/> No                    | <input type="checkbox"/> Unknown <a href="#">Describe environmental features and impacts.</a> |
| <b>Trails or Pedestrian Facilities</b>            | <input type="checkbox"/> Yes  | <input type="checkbox"/> No                    | <input type="checkbox"/> Unknown <a href="#">Describe environmental features and impacts.</a> |
| <b>Cemeteries</b>                                 | <input type="checkbox"/> Yes  | <input type="checkbox"/> No                    | <input type="checkbox"/> Unknown <a href="#">Describe environmental features and impacts.</a> |
| <b>Hazardous Materials Sites</b>                  | <input type="checkbox"/> Yes  | <input type="checkbox"/> No                    | <input type="checkbox"/> Unknown <a href="#">Describe environmental features and impacts.</a> |
| <b>Community Resources</b>                        | <input type="checkbox"/> Yes  | <input type="checkbox"/> No                    | <input type="checkbox"/> Unknown <a href="#">Describe environmental features and impacts.</a> |
| <b>Environmental Mitigation Measures Defined?</b> | <input type="checkbox"/> Yes  | <input type="checkbox"/> No                    | <a href="#">Describe.</a>   |

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**8. UTILITIES**

|   |  |  |  |
|---|--|--|--|
| <b>Source of Utility Location Information</b> | <a href="#">Describe source of utility location information.</a>                                   |  |  |
| <b>Have Utility Easements been Checked?</b>   | <input type="checkbox"/> Yes <input type="checkbox"/> No – Source:                                 | <a href="#">Describe easement data source.</a>                         |  |
| <b>Gas</b>                                    | <input type="checkbox"/> None <input type="checkbox"/> In R/W <input type="checkbox"/> In Easement | <a href="#">Enter utility name, impacts, and whether reimbursable.</a> |  |
| <b>Electric</b>                               | <input type="checkbox"/> None <input type="checkbox"/> In R/W <input type="checkbox"/> In Easement | <a href="#">Enter utility name, impacts, and whether reimbursable.</a> |  |
| <b>Telecommunications</b>                     | <input type="checkbox"/> None <input type="checkbox"/> In R/W <input type="checkbox"/> In Easement | <a href="#">Enter utility name, impacts, and whether reimbursable.</a> |  |
| <b>Water</b>                                  | <input type="checkbox"/> None <input type="checkbox"/> In R/W <input type="checkbox"/> In Easement | <a href="#">Enter utility name, impacts, and whether reimbursable.</a> |  |
| <b>Sanitary</b>                               | <input type="checkbox"/> None <input type="checkbox"/> In R/W <input type="checkbox"/> In Easement | <a href="#">Enter utility name, impacts, and whether reimbursable.</a> |  |
| <b>Railroad</b>                               | <input type="checkbox"/> None <input type="checkbox"/> In R/W <input type="checkbox"/> In Easement | <a href="#">Enter utility name, impacts, and whether reimbursable.</a> |  |
| <b>Other</b>                                  | <input type="checkbox"/> None <input type="checkbox"/> In R/W <input type="checkbox"/> In Easement | <a href="#">Enter utility name, impacts, and whether reimbursable.</a> |  |

**9. COST ESTIMATE EXCLUSIONS AND NOTES** (*attach detailed estimate*)

**Exclusions and Exceptions:** List items NOT INCLUDED in the cost estimate; include things people may think are included but are not  
[Click or tap here to enter text.](#)

**Risks and Uncertainty:** Describe threats and opportunities that could affect the cost estimate significantly.  
[Click or tap here to enter text.](#)

**Reconciliation:** How does the current cost estimate compare to the original planning level estimate provided by the MPO’s estimating tool?  
Explain major differences between the results of the two cost estimates.  
[Click or tap here to enter text.](#)

**Notes to Reviewer:** Are there additional cost estimating assumptions or conditions that you would like to document?  
[Click or tap here to enter text.](#)

**10. FORM PREPARER**

Name  
Agency/Company  
E-mail address  
Telephone Number  
Date