1. **GENERAL PROJECT INFORMATION**

|  |  |
| --- | --- |
| IMPO Project Number | Enter Project Number or leave blank if not yet assigned |
| Lead Agency | Agency Name |
| Project Title | Project Title |
| Lead Agency Contact | Lead Agency Contact |
| Alternate Contact | Alternate Contact (not required) |
| Primary Project Type | Bicycle/Pedestrian  Bridge  Interchange  Intersection  Rail  Road  Sign  Road Recons / Rehab / Resurface  Signal  Transit  Other (Describe) |

1. **PROJECT DESCRIPTION (Include Project Map with Submittal)**

|  |  |
| --- | --- |
| Project Limits: | Describe project limits |
| Major Project Features | Summarize major project features |
| Typical Section | Describe typical section |
| Bicycle/Pedestrian Facilities | Describe bicycle/pedestrian facilities |
| Project Need | Summarize the existing problem the project will addresses |
| Project Purpose | Summarize how the project will addresses the need |
| Project Scoping Completed (*check items that have been uploaded to MiTIP*) | Engineering Assessment or Scoping Study  Map of Proposed Alignment  Traffic Forecast  Traffic Analysis  Other (Describe) |

1. **COST ESTIMATE DATA AND ASSUMPTIONS (Include Cost Estimate with Submittal)**

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

1. **BASE DATA COLLECTION AND SOURCES**

|  |  |  |
| --- | --- | --- |
| Field Check/Site Visit | Yes  No | Field check date(s) and any additional comments. |
| GIS Data | Yes  No | Types and Sources of GIS data. |
| Aerial Photography | Yes  No | Source and date of aerial photography. |
| Elevation/Contour Mapping | Yes  No | Source and date of elevation or contour mapping |
| Field Survey | Yes  No | Survey date(s) and any additional comments. |
| Bridge Inspection Reports  (*include as attachments*) | Yes  No | Report date(s) and any additional comments. |
| Traffic Counts  (*include as attachments*) | Yes  No | Count date(s) and any additional comments. |

1. **RIGHT OF WAY**

|  |  |  |
| --- | --- | --- |
| Existing Right of Way Description | General description of extents and/or typical widths. | |
| New Right of Way Required | Yes  No  Unknown | Estimated area, land use types, number of parcels. | |
| Anticipated Relocations | Yes  No  Unknown | Estimated number and land use types. | |
| Right of Way Data Sources | Data sources for identifying right of way and parcel limits. | |
| Right of Way Cost Sources | Data sources and methods for costs of right of way engineering, acquisition, and relocations. | |

1. **MAJOR PROJECT COMPONENTS**

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

1. **ENVIRONMENTAL FEATURES AND ISSUES**

|  |  |  |  |
| --- | --- | --- | --- |
| **Anticipated SEPA Document** | Categorical Exemption Memo  Environmental Assessment  Environmental Impact Statement  Unknown | | |
| **SEPA Document Status** | Complete  Finding of No Significant Impact  Underway  Not Started  Actual or anticipated completion date: Enter Date. | | |
| **Environmental Investigations Complete** | Red Flag Investigation (attach if complete)  Archaeological Records Check  Historic Properties Records Check  Noise analysis  Waters of the US Report | | |
| **Anticipated Permits** | Section 404 Department of the Army Corps of Engineers   IDEM Section 401 Water Quality Certification  IDEM Rule 5 Stormwater  IDEM State Isolated Wetlands  IDNR Certification of Approval for Construction in a Floodway  IDNR Certification for Alteration, Demolition, or Removal of Historic Resources  Local Historic Preservation Commission Aproval  Local Drainage Board Approval  No permits are required  Unknown  Other: Describe. | | |
| **Streams, Wetlands, or Floodplains** | | Yes  No  Unknown | Describe environmental features and impacts. |
| **Historic Properties or Districts** | | Yes  No Unknown | Describe environmental features and impacts. |
| **Public Parks or Recreation Areas** | | Yes  No  Unknown | Describe environmental features and impacts. |
| **Trails or Pedestrian Facilities** | | Yes  No  Unknown | Describe environmental features and impacts. |
| **Cemeteries Within 100 Feet** | | Yes  No  Unknown | Describe environmental features and impacts. |
| **Hazardous Materials Sites** | | Yes  No  Unknown | Describe environmental features and impacts. |
| **Community Resources** | | Yes  No  Unknown | Describe environmental features and impacts. |
| **Environmental Mitigation Measures Defined?** | | Yes  No | Describe. |

1. **UTILITIES**

|  |  |  |
| --- | --- | --- |
| **Source of Utility Location Information** | Describe source of utility location information. | |
| **Have Utility Easements been Checked?** | Yes No Source: Describe easement data source. | |
| **Gas** | None  In R/W  In Easement | Enter utility name, impacts, and whether reimbursable. |
| **Electric** | None  In R/W  In Easement | Enter utility name, impacts, and whether reimbursable. |
| **Telecommunications** | None  In R/W  In Easement | Enter utility name, impacts, and whether reimbursable. |
| **Water** | None  In R/W  In Easement | Enter utility name, impacts, and whether reimbursable. |
| **Sanitary** | None  In R/W  In Easement | Enter utility name, impacts, and whether reimbursable. |
| **Railroad** | None  In R/W  In Easement | Enter utility name, impacts, and whether reimbursable. |
| **Other** | None  In R/W  In Easement | Enter utility name, impacts, and whether reimbursable. |

1. **COST ESTIMATE EXCLUSIONS AND NOTES**

|  |
| --- |
| 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. |

1. **FORM PREPARER**

|  |
| --- |
| Name Agency/Company E-mail address Telephone Number Date |