

### **Chapter 12 – Project Development**

- **12.1 – Project Scoping.** Change flowchart box to add the language “...to VDOT” in the text box “NEPA document concurrence form submitted”.
- **12.1.3 Scoping Process Requirements.** Add language to address scope changes on local Smart Scale Projects and the need for coordination with the cross-functional scoring reevaluation team for documentation of scope changes.
- **12.2.5.2 – Surveys.** Revised language under “Survey Procedures” to meet Code changes to the Right of Entry of statute passed by the General Assembly that went into effect July 1 requiring projects to ask for permission and then issue letter of intent. The Legislature modified Sec 33.2-1011.
- **12.2.5.6 - Hydraulics.** Added header “MS-4 / Stormwater” and supporting language to address important considerations and responsibilities during Planning and Design Development processes that must be resolved by the LPA with regard to hydraulics, the Virginia Stormwater Management Program (VSMP) regulations, and VDOT’s Municipal Separate Storm Sewer System (MS4) permit, including identifying requirements for VDOT and Locally maintained facilities, and inclusion of various checklists to support documentation. This update also has a reference to Chapter 14.4 – Stormwater Acceptance and Project Certification procedures.
- **12.2.5.6 - Hydraulics.** Added header “Nutrient Credits” and supporting language to address purchase and use of nutrient credits as a compliance option to help meet water quantity and quality criteria, how to apply and determine if a project qualifies for nutrient credits, including the pre-evaluation process to utilize nutrient credits, how to procure nutrient credits, nutrient credits purchased by other for acceptance into VDOT’s maintenance inventory system, and the various checklist and associated reference forms.
- **12.2.5.6 - Hydraulics.** Added checklist “LPA Design Package – VDOT MS4/SWM Program Checklist” to support MS-4 processes.

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- **12.2.5.10 - Value Engineering.** Updated dollar amount to \$15 Million to reflect Code of Virginia changes for when a VE study is required on a project.
- **12.2.5.12 Utilities.** Added language to end of the second paragraph to make reference to find more information on utilities and relocations in Chapter 16.15.
- **Chapter 12.2 – Plan Design Checklist.** Updated the checklist to reflect the dollar amount change to \$15 Million as referenced in Section 12.2.5.10 - Value Engineering.
- **12.3.3 - Project Schedules.** Revised language under VDOT Responsibilities for the Project Coordinator (PC) as to how the PC will monitor and maintain actual task completions, including changing reference from iPM application to the new PWA Schedule application, and adding Schedule Task Activities – 25, 69, and 70.
- **12.4.5 - Public Participation Requirements.** Revised language in second paragraph to reflect what type of environmental document is to be available for the determined public hearing process.
- **12.4.6 - Public Involvement Procedures.** Under heading “Public Notification” and bullet reference to “Newspaper notification”, the sixth bullet is now revised to “Environmental Impact Statement” rather than “Environmental Impact Study”. The word “Section” is also added to clarify reference to “106”.
- **12.4.9 - Location and/or design approval for projects with a posting of notice of willingness to hold a hearing.** Added two new headings called “Special Program Requirement Transportation Alternatives” and “Urban Construction Initiative” to public involvement for these two respective program types.
- **12.5.1 – Introduction.** Under the heading “Special Program Requirement” and subheading “Transportation Alternatives”, in the first paragraph, replaced the word “...within...” to read “....that contribute to a...” historic district.
- **12.5.4 – Plan Reviews.** In first paragraph, removed reference to “Falcon” and replaced with “ProjectWise” to reflect new software application.
- **12.6.5 – Mandatory Federal-aid Provisions.** In the first paragraph, inserted the word “...physically...” to emphasize FHWA requirements to include the physical FHWA Form 1273 document in the contract not a reference or link.

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- **12.6.7 - PLANS, SPECIFICATIONS, AND ESTIMATES SUBMITTAL PACKAGE.** First paragraph, second bullet, inserted reference to Chapter 15.11 to find additional information about Environmental processes.
- **12.6. – Appendix 12.6B.** Updated the “LAP 402A Certification of Documents” to include reference to MS4/SWM Program Checklist. Further, changed VDOT certification signature from “VDOT District Project Coordinator” to “District Administrator or Designee”.
- **12.6. – Appendix 12.6C.** Updated the “Advertisement and Award Checklist” to show reference to include “...physically “ in for the FHWA Form 1273.
- **Footers.** Change year to reflect September 2019.

### **Chapter 13 - Project delivery (construction administration)**

- **13.1.5.3 Material Acceptance and Assurance Sampling and Testing.** Under the heading “Materials Technician and Inspector Qualifications”, updated entire paragraph with language to match current requirements for Inspector Certification and Qualifications.

### **Chapter 14 – Project Close-out**

- **Index.** Added reference to new section 14.4 Stormwater Acceptance and Project Certification.
- **14.4 Stormwater Acceptance and Project Certification.** Added new section 14.4 which is needed to support “Section 12.2.5.6 - Hydraulics - MS-4 / Stormwater”. 14.4 is to ensure proper inventory and accounting of stormwater compliance and outfall inventory management to aid in satisfying permit obligations.
- **Footers.** Change year to reflect September 2019.

### Chapter 16 – Right of Way.

- **Changed title to Right of Way & Utilities**
- **Added new section called LAP Utility Coordination / Relocation Process.** Added new sections 16.15, 16.16, 16.17, 16.18, 16.19, 16.20, 16.21, 16.22, & 16.23 and associated Appendices. These new sections provide specific guidance for utility relocation processes on LAP projects and required forms and checklist, including the following new items: Utility coordination checklist, Determination of Cost Responsibility form, and reference to Utility Manual of Instructions. Section added based on recommendations of the CTB committee review process adopted May 2019. Also new section introduction discusses future requirement for LPA to have designated qualified individual and training / certification requirement.
- **16.2 Applicability.** In second bullet, clarified when applicable to state aid participation. Removed third bullet and incorporated into second bullet.
- **16.4.5 Notice of Intent to Enter.** In first paragraph, revised language to reflect Code changes in the Right-of-Entry General Assembly changes July 1, 2019 and clarified VDOT lead Division.
- **16.12.3 Plan Reviews.** In first paragraph, updated reference to “ProjectWise” from “Falcon” to reflect new software application now in use.