



Title: Bridge Design Project Development Process

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This document provides guidance to project managers on the project development process for bridge design projects. This new process has been streamlined to secure some of the most critical milestones earlier in the project development process. Some of the key changes to the bridge design project development process are:

- Required scoping meeting on each project (in office)
 - Use the Scoping Questionnaire to lead the discussion
 - Identify key issues in each discipline
 - Identify points of contact in each section assigned to the project
 - Develop a preliminary design schedule based on anticipated issues
- Addition of a Concept Plans milestone submission
 - Established to start coordination with utilities, right-of-way, and environmental groups earlier in the process
 - Review of plans to clear r/w issues earlier in process
- Longer timeframe between Initiation and Preliminary Plans
 - Allows for collecting background information and coordinating with the various support sections
- Scoping Concurrence Meeting and signoffs after Preliminary Plans
 - Gain buy-in on the scope from all the key stakeholders
- More proactive utility coordination before preliminary plans
 - Want to understand utility impacts and any relocation needs as early as possible

These changes were developed based on feedback from various support sections and similar models in other states, most notably Vermont (DOT of similar size). The goal is to be able to apply this to 80% of our projects and should result in a design timeframe (scoping to PS&E) of 24-27 months.

Obviously, some projects will not be able to fully comply with the process (railroad coordination, historic structures, major utility conflicts, etc.).

The following necessary documents can be found under DRC → Bridges and Structures → Guidelines → Bridge Design Project Development Process.

- Bridge Project Public Involvement Plan
- Scoping Meeting Questionnaire
- Survey Plans Milestone
- Concept Plans Milestone
- Preliminary Plans Milestone
- Semi-Final Construction Plans Milestones
- Final Construction Plans Milestones