

DELAWARE DIVISION OFFICE AUTHORIZATION TO ADVERTISE CHECKLIST

Federal-aid Project No. _____ DeIDOT Contract No. _____
Project Title _____
Location/Description _____
FHWA Reviewer _____

Funding (State Form FS-1)

Based on the roadway classification, is the project eligible for the category of funds being requested? _____

For the type of funds, is the Federal-aid ratio correct? _____

For CMAQ projects, has an eligibility determination been approved by FHWA? _____

Planning

Is the appropriate phase of the project listed in the approved STIP for FY _____? _____

Environment

Has the environmental document or clearance been approved by FHWA? Type _____ Date _____

Has Section 4(f) or 106 clearance been obtained, as appropriate? _____

Have all necessary permits (404, Coast Guard, Local Jurisdiction, etc.) been obtained? _____

Right-of-Way

Has the ROW Certificate been reviewed by the FHWA Realty & Environmental Program Manager? _____

If ROW is not clear prior to authorization, are proper stipulations contained in the proposal? _____

Utilities

Have arrangements been made for utility and/or railroad adjustments (agreements)? _____

If utility/railroad agreements have not been signed, are proper stipulations contained in the proposal? _____

If a railroad crossing is located within the limits or near the terminus of the project, has a determination of adequacy of the crossing warning devices been made in accordance with 23 CFR 646.214(b)(2)? _____

If DelTRAC fiber optics is located within the limits of the project, is it properly identified? _____

Engineering

Are there any design exceptions to minimum standards? If so, describe type and date of FHWA approval. _____

Have previous design review comments been resolved? _____

If applicable, was DelTRAC appropriately incorporated into the project? _____

Bid Proposal Package Documents

Are the Required Contract Provisions (FHWA-1273) included? _____

Are all necessary Special Provisions included in the specifications? _____

Are all specified work items identified on the Bid Proposal Forms including Breakout Sheets? _____

Are Liquidated Damages specified? Amount: _____

Engineer's Estimate: _____ Contract Time: _____ DBE Goal: _____% Trainee Positions: _____

Other Comments

REGULATION REFERENCE
FOR
DELAWARE DIVISION OFFICE
AUTHORIZATION TO ADVERTISE

Plans, Specifications, and Estimates, 23 CFR 630.205 Preparation, submission and approval

The plans and specifications adequately describe the construction requirements in sufficient detail to facilitate the construction, contract control, and the estimation of construction costs of the project.

The estimate accurately reflects anticipated costs in sufficient detail to provide a prediction of financial obligations and to permit and effective review of bids.

Physical Construction Authorization, 23 CFR 635.309 Authorization (to advertise for bids)

- (a) Plans, specifications, and estimates (PS&E) have been approved.
- (b) Statement from DelDOT that either all right-of-way clearance, utility, and railroad work has been completed or that all necessary arrangements have been made for it to be undertaken and completed as required for proper coordination with the physical construction schedules.
- (c) Statement from DelDOT certifying that relocation of all individuals and families has been addressed in accordance with Highway Relocation Assistance Program.
- (d) Submission by DelDOT of public hearing documents as applicable.
- (e) When construction by some method other than competitive bidding is contemplated, submission by DelDOT of an affirmative finding of cost effectiveness or that an emergency exists, and determination of such made by FHWA.
- (f) Minimum wage rates are in effect and will not expire before the contract is expected to be awarded.
- (g) Statement from DelDOT that right-of-way has been acquired or will be acquired or that acquisition of right-of-way is not required.
- (h) Statement from DelDOT that steps relative to relocation advisory assistance and payments as required by the Highway Relocation Assistance Program have been taken or are not required.
- (i) Appropriate measures have been included in the PS&E for minimizing soil erosion and water pollution as a result of construction operations.
- (j) Appropriate measures have been included in the PS&E to ensure conditions and commitments made in project development to mitigate environmental harm will be met.
- (k) Where utilities will occupy the right-of-way, DelDOT has demonstrated that the provisions of 23 CFR 645.119(b) have been met.
- (l) FHWA has verified that adequate replacement housing is in place or has been made available to all affected persons.
- (m) Where applicable, area wide agency review has been accomplished.
- (n) FHWA has determined that the PS&E provides for only information signs and traffic control devices conforming to MUTCD standards and does not include promotional or other unauthorized signs.
- (o) FHWA has determined that, where applicable, provisions are included for the erection of funding source signs.