Project Name | Project #   
**PIN # | Location**

# Executive Summary/Project Description

*[Insert brief executive summary/project description, including major project work components]*

# Contract Information

*Fill in contract details. Add rows as needed and delete unused rows. Delete instructions when complete.*

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| [Enter Prime Consultant Name] | | | | | |
| **Contract #:** Enter | **Contract Type:** Choose an item. | **Payment Type:** Choose an item. | **Overhead:** Enter % | **Fee:**  Enter % |
| [Enter Subconsultant Name – if applicable; add more rows as needed] | | | | | |
| **Contract #:** Enter | **Contract Type:** Choose an item. | **Payment Type:** Choose an item. | **Overhead:** Enter % | **Fee:** Enter % |

# Project Information

*Fill in project information. Delete instructions when complete.*

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Project Information | | | | | | | | |
| **Contract Letting Date:** Enter Date | | | | | | | | |
| **Region:** Enter # | | **Route:** Enter # | | | **County:** Enter County | | **City:** Enter City | |
| **Project Limits (log mile):** Enter Limits | | | | | | **Length (miles):** Enter # Miles | | |
| **Concept Estimate:** | | | | **Funding Source:**  Federal  State  Other: Explain | | **Document Type:**  CE  EA/FONSI  EIS/ROD  TEER  Other | | **Delivery Type:**  Design/Bid/Build  Design Build  CMCG (Construction Manager/General Contractor)  Other |
| ROW: | Enter ROW$ | | Enter Date |
| Enter Creator |
| Construction: | Enter Const$ | | Enter Date |
| Enter Creator |
| Utilities: | Enter Utilities$ | | Enter Date |
| Enter Creator |
| **Base Year:** Enter | | | | **Design Year:** Enter | | **Number of Build Alternatives:** Enter # | | |
| **Description of Build Alternatives:** Enter Brief Description | | | | | | | | |
| **AADT:** Enter # | | | | | | **Design Hour Vol.:** Enter # | | |
| **Design Speed:** Enter # | | | | | | **Posted Speed:** Enter # | | |
| **Functional Class:** Enter Tier | | | | | | **Terrain:** Enter Terrain | | |
| **Design Standard:** Enter Applicable Standard | | | | | | **Standard Drawings Used:** Enter #’s | | |
| **Bicycle Route:** Choose an item. | | | | | | **Sidewalk:** Choose an item. | | |
| **Railroad Involvement:** Choose an item. | | | | | | **Utility Impact:** Choose an item. | | |
| **Bridges:** Enter # Bridges | | | | | | **Major Drainage Structures/Crossing:** Enter # | | |

# Project Goals and Commitments

*Fill in project goals and commitments. Delete instructions when complete.*

# Detailed Scope of Work