

## FHWA – Indiana PSE Checklist

Contract No		DES No.	
Route		County	
INDOT District		Engineer's Estimate	
Letting Date		Completion Date	
State Administered or Full Oversight?			
Location:			

**Notes:**

See PSE Checklist Narrative for instructions on completing form.

**Items in bold text below are critical.** Only Y or NA answers can be given in order to approve the PSE.

Item	Y	N	NA
<b>Section 1: DESIGN QUALITY (reviewed at S3 by Div. of Design)</b>			
1. Is Title Information accurate and Complete?			
2. Is the design speed greater than or equal to the posted speed?			
3. Is the design speed appropriate for the facility?			
4. Are typical sections included?			
5. Has the pavement design been approved? Does it match the typical section?			
6. Are there 3 lanes sloped in same direction? If so, does the outside lane have an increased slope?			
7. Is drainage addressed and appear to drain away from the road?			
8. If required, is the median width adequate? If no, has a design exception been approved?			
9. Do the foreslopes and backslopes meet standards?			
10. Do the vertical and horizontal alignments complement each other?			
11. Are all obstructions outside of the horizontal sight distance impact area?			
12. Are right of way limits defined?			
13. Is the proposed work within the ROW?			
14. Is the Level 1 checklist submitted along with design exception approval if applicable?			
15. Is safety hardware used appropriately? (guardrail?)			
16. Is lane alignment thru intersection appropriate?			
17. Is access control appropriate within the vicinity of interchanges and intersections? ( interch: > 100' and 300' from ramp terminal) If not, has documentation been approved by FHWA?			
18. Do signs and placement comply with the IMUTCD?			
19. Do signs convey the intended message? Are they placed in accordance with the IMUTCD and without unnecessary clutter?			
20. Are appropriate pavement markings called for?			
21. Has the work zone traffic control plan or transportation management plan, as applicable, been completed?			
22. Are lane widths appropriate for MOT phases? If not, has a design exception been approved?			

Item	Y	N	NA
23. Does the MOT account for drainage?			
24. Is the posted speed during construction less than or equal to the construction design speed?			
25. Does the MOT address bike and pedestrian traffic if applicable?			
26. Will emergency response teams be able to get through the construction zone easily?			
27. Based on the MOT, is the project constructible?			
28. Are there provisions to maintain access to businesses and residences during construction?			
29. Are provisions made for protecting motorists from drop-offs?			
30. Do sidewalks and trails comply with the ADA?			
31. Is the final design estimate complete and reasonable?			
32. If non-participating items are included in the project, are they listed separately in the estimate?			
33. Are proprietary items included in the contract documents? If yes, has their use been approved?			
Reviewed By(full name)			
Date (mo.day.yr)			
Phone /Email			
<b>Section 2: Project Manager Review</b>			
<b>34. Is the construction phase in the TIP/STIP? List TIP/STIP reference</b> <input type="text"/>			
35. Is the project required to be on Federal-aid system, and if so is it on the Federal Aid System?			
<b>36. Has right of way been certified? List type and date of Right-of-way certificate:</b> <input type="text"/>			
a. If right of way certificate is a level 2 or 3 exception, has FHWA approval been given?			
37. If ROW is not clear prior to letting, are appropriate restrictions included in the contract documents?			
38. Has the utility certificate or waiver been completed? List type and date of certificate / waiver: <input type="text"/>			
39. If utility relocations are required and not completed prior to construction authorization, are proper stipulations contained in the proposal?			
<b>40. Has a NEPA document been completed? List type and date of initial and subsequent NEPA approval.</b> <input type="text"/>			
41. Have all waterway permits been received? List required permits: <input type="text"/>			
42. Is the project commitments database current and commitments incorporated in the final design?			
43. If the project requires use of or adjustment to railroad facilities, Has a railroad agreement been signed? List date of agreement: <input type="text"/>			

Item	Y	N	NA
Does the proposal include liability insurance requirements?			
44. Has coordination with FAA been completed for projects located within 2 miles of an airport?			
45. For an Interstate interchange, is an IJ required? If so, was final approval given? List approval date: <input type="text"/>			
46. If the project is: <ul style="list-style-type: none"> <li>a roadway and total cost exceeds \$25 M <i>or</i></li> <li>a bridge and the total cost exceeds \$20M</li> </ul> has a value engineering study been completed?			
47. If the total project cost is between \$100 M and \$500 M, has an Initial Financial Plan been completed? If applicable, have annual updates been completed? List date of approval: <input type="text"/>			
48. If the total Project cost is \$500 M or more: Has a Project Management Plan (including Initial Finance Plan) been completed? List approval date: <input type="text"/> Was a Cost Estimate Review completed? List date of review: <input type="text"/>			
49. If applicable, has an FHWA approval letter been included for use of experimental features?			
50. If there are guarantees or warranties and the project is on the NHS, has their use been approved by FHWA or State for delegated projects?			
51. If there are any incentive / disincentive clauses, have they been reviewed and approved by FHWA or State for delegated projects?			
52. If state furnished material (other than signal controllers), borrow or disposal sites are specified in the contract, has a public interest finding been completed with FHWA concurrence?			
53. If non-participating items were added after S3 review, are they listed separately in the estimate?			
54. Are proprietary items included in the contract documents? If yes, has their use been approved?			
55. Has a realistic construction completion date been set? <input type="text"/>			
56. Are Stage 3 review comments incorporated into the final design plans?			
Reviewed By(full name)			
Date (mo.day.yr)			
Phone /Email			
<b>Section 3: Contracts Review</b>			
57. If procurement is by other than competitive bidding, has a cost effectiveness finding been approved by Federal Highway?			
58. Does the proposal contain- <ul style="list-style-type: none"> <li>FHWA-1273, Contract Provisions(633.102(b))</li> <li>US Department of Labor Wage Rate General Decision Number</li> <li>Title VI Assurances</li> </ul>			

Item	Y	N	NA
59. Was a DBE goal established for the contract? List goal: <input type="text"/>			
60. If less than a 3 week advertisement period is requested, is the request appropriate and approvable as part of the PSE?			
61. Have prior comments, including phase I PSE been addressed?			
Reviewed By(full name)			
Date (mo.day.yr)			
Phone /Email			

**INDOT Comments:**

Click here to enter text.

***INDOT Review & Approval:***

***Name:***

***Date:***

***Phone / email:***

**FHWA Review Comments (if Full Oversight):**

Comments included on attached comment sheet       No Comments

**FHWA Signatures (required for Full-Oversight Projects):**

***Reviewed and approved By:***

***Date:***

**PSE has been approved and is ready for advertisement with the following conditions:**

Click here to enter text to describe either 1) no conditions on approval or 2) list the conditions of PSE approval.