

**CHAPTER I  
GENERAL INFORMATION**

<b>DISTRICT ACTION</b>	<b>GENERAL HEADQUARTERS DESIGN ACTION</b>
<p><b>FUTURE</b></p> <p>(1) ASSIST TRANSPORTATION PROGRAM MANAGEMENT WITH PREPARATION OF CONSTRUCTION PROGRAMS</p> <p>(3) NO WORK IS TO BE PREFORMED ON FUTURE PROJECTS WITHOUT PRIOR APPROVAL OF THE CHIEF ENGINEER</p>	<p><b>FUTURE</b></p> <p>(2) CHIEF ENGINEER SUBMITS PROGRAM TO COMMISSION FOR APPROVAL</p>
<p><b>DESIGN (YEARS 6 &amp; 7)</b></p> <p>(4) HOLD PRE-LOCATION/SCOPING MEETINGS ON PROJECTS WITH SIGNIFICANT EFFECTS ON THE ENVIRONMENT</p> <p>(7) PREPARE LOCATION STUDY REPORTS OR CONCEPTUAL PLAN AS ASSIGNED</p> <p>(11) PREPARE ENVIRONMENTAL DOCUMENTS AS ASSIGNED</p> <p>(16) BEGIN SURVEY</p>	<p><b>DESIGN (YEARS 6 &amp; 7)</b></p> <p>(1) REQUEST MO., STATE AND LOCAL REVIEW SYSTEM CLEARANCE</p> <p>(2) SUBMIT PROGRAM INFORMATION TO FHWA FOR P.E. AUTHORIZATION</p> <p>(3) SUBMIT LIST OF ALL PROGRAMMED PROJECTS TO FHWA FOR APPROVAL OF ENVIRONMENTAL CLASSIFICATION</p> <p>(5) IDENTIFY CORRIDOR AND DISCUSS WITH COMMISSION</p> <p>(6) PREPARE OR ASSIGN LOCATION STUDY REPORTS OR CONCEPTUAL PLANS</p> <p>(8) PERFORM AERIAL MAPPING WHERE APPLICABLE</p> <p>(9) SOLICIT VIEWS OF PROPER 4(f) AND 6(f) AGENCIES</p> <p>(10) PREPARE OR ASSIGN ENVIRONMENTAL DOCUMENTS FOR PREPARATION AS REQUIRED BY THE ACTION PLAN</p> <p>(12) SUBMIT TO FHWA (AND OTHER FEDERAL AGENCIES AS APPROPRIATE) THE NECESSARY ENVIRONMENTAL DOCUMENTS</p> <p>(13) HOLD PUBLIC MEETING TO PUBLICIZE PREFERRED LOCATION</p> <p>(14) COMMISSION SELECTS PREFERRED LOCATION</p> <p>(15) SEND APPROVED LOCATION STUDY REPORT (2 COPIES TO DISTRICT &amp; 1 COPY TO FHWA)</p>
<p><b>DESIGN (YEARS 4 &amp; 5)</b></p> <p>(1) SUBMIT PRELIMINARY PLAN TO GENERAL HEADQUARTERS DESIGN</p> <p>(3) SUBMIT BRIDGE SURVEY REPORTS INCLUDING GRADE SEPARATION REPORTS NOT IN CLOVERLEAF OR DIRECTIONAL INTERCHANGES TO GENERAL HEADQUARTERS BRIDGE</p> <p>(5) PUBLISH NOTICE OF PUBLIC HEARING</p> <p>(6) HOLD PUBLIC HEARING</p> <p>(7) SUBMIT TRANSCRIPT OF HEARING (10 COPIES) TO GENERAL HEADQUARTERS DESIGN</p> <p>(12) BEGIN PLAN DESIGN</p> <p>(13) SUBMIT CLOVERLEAF OR DIRECTIONAL INTERCHANGE LAYOUTS (5 PRINTS) TO GENERAL HEADQUARTERS DESIGN</p> <p>(16) SUBMIT GRADE SEPARATION REPORT FOR STRUCTURES IN CLOVERLEAF OR DIRECTIONAL INTERCHANGES</p>	<p><b>DESIGN (YEARS 4 &amp; 5)</b></p> <p>*(1A) SUBMIT PRELIMINARY PLAN TO FHWA (1 COPY) FOR APPROVAL</p> <p>(2) REVIEW PRELIMINARY PLAN</p> <p>(4) AUTHORIZE DISTRICT TO PUBLISH NOTICE OF PUBLIC HEARING</p> <p>(8) SUBMIT APPROPRIATE FINAL ENVIRONMENTAL DOCUMENT TO FHWA</p> <p>(9) SUBMIT TRANSCRIPT OF PUBLIC HEARING FOR COMMISSION LOCATION AND DESIGN APPROVAL</p> <p>(10) SUBMIT TRANSCRIPT OF PUBLIC HEARING (1 COPY) &amp; *REQUEST FHWA DESIGN APPROVAL</p> <p>(11) ADVISE DISTRICT OF APPROVAL</p> <p>* (14) REVIEW AND SUBMIT CLOVERLEAF OR DIRECTIONAL INTERCHANGE LAYOUTS (1 PRINT) TO FHWA</p> <p>(15) ADVISE DISTRICT OF INTERCHANGE LAYOUT APPROVAL</p>

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<p><b>THIRD YEAR</b></p> <p>(1) COMPLETE R/W PLANS AND SUBMIT 1 COMPLETE SET WITH LETTER OF CERTIFICATION</p> <p>(2) DISTRICT R/W SUBMITS 1 SET OF R/W PLANS TO GENERAL HEADQUARTERS RIGHT OF WAY &amp; 1 EXTRA TITLE SHEET</p> <p>(3) SUBMIT SECTION 404 PERMIT DATA</p> <p>(5) SUBMIT D-20 FOR R.R. CROSSING TO GENERAL HEADQUARTERS DESIGN</p> <p>(6) BEGIN UTILITY NEGOTIATION</p> <p>(7) CONTINUE WORK ON PLANS AND SUBMIT COMPLETED PLANS THIS YEAR</p> <p>(8) SUBMIT TRACINGS OR PRINTS FOR FILING</p> <p>(11) NOTIFY GENERAL HEADQUARTERS DESIGN WHEN R/W IS CLEAR</p> <p>(12) SUBMIT CONCEPTUAL PLAN-3R/4R REPORTS</p>	<p><b>THIRD YEAR</b></p> <p>(4) REQUEST R/W ACQUISITION DATE</p> <p>(9) REQUEST COMMISSION APPROVAL OF DETAIL PLANS</p> <p>(10) SUBMIT PLANS TO CHIEF COUNSEL FOR FILING</p>
<p><b>SECOND YEAR</b></p> <p>(1) PLANS AND R/W SHOULD BE COMPLETE AT BEGINNING OF SECOND YEAR</p> <p>(2) RECOMMEND TENTATIVE LETTING DATES BY USE OF LETTING PLANS STATUS CHART</p> <p>(3) SUBMIT COMPLETED PLANS TO GENERAL HEADQUARTERS DESIGN</p>	<p><b>SECOND YEAR</b></p> <p>*(6) SUBMIT PAVEMENT DESIGN ANALYSIS TO FHWA FOR APPROVAL</p> <p>** (7) APPROVE RESURFACING TYPICAL SECTIONS AND SUBMIT DESIGN VARIANCES TO FHWA FOR APPROVAL</p>
<p><b>CURRENT YEAR</b></p> <p>PLANS &amp; R/W MUST BE COMPLETE AND CLEAR AT BEGINNING OF FISCAL YEAR</p>	<p><b>CURRENT YEAR</b></p> <p>*(1) PREPARE 3 MONTH LETTING SCHEDULE REVIEWED MONTHLY BY COMMISSION</p> <p>(2) PROCESS PLANS FOR LETTING</p> <p>(3) REQUEST PS&amp;E APPROVAL &amp; AUTHORITY TO ADVERTISE</p> <p>(4) ISSUE NOTICE TO CONTRACTORS &amp; NEWSPAPERS, TAKE BIDS, TABULATE, CHECK, ETC. SUBMIT TO COMMISSION FOR AWARD</p> <p>(5) REQUEST CONCURRENCE IN AWARD</p> <p>(6) ISSUE AWARD NOTIFICATION</p>