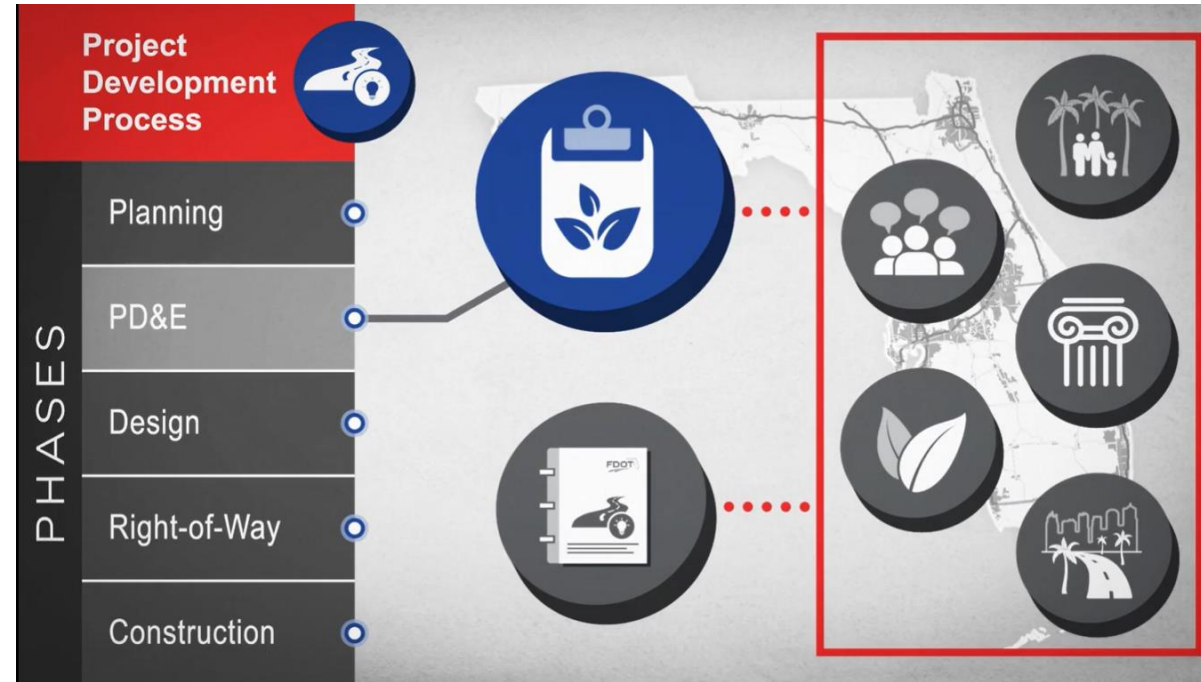


Environmental Training for Florida Turnpike Enterprise

Scoping a PD&E Study



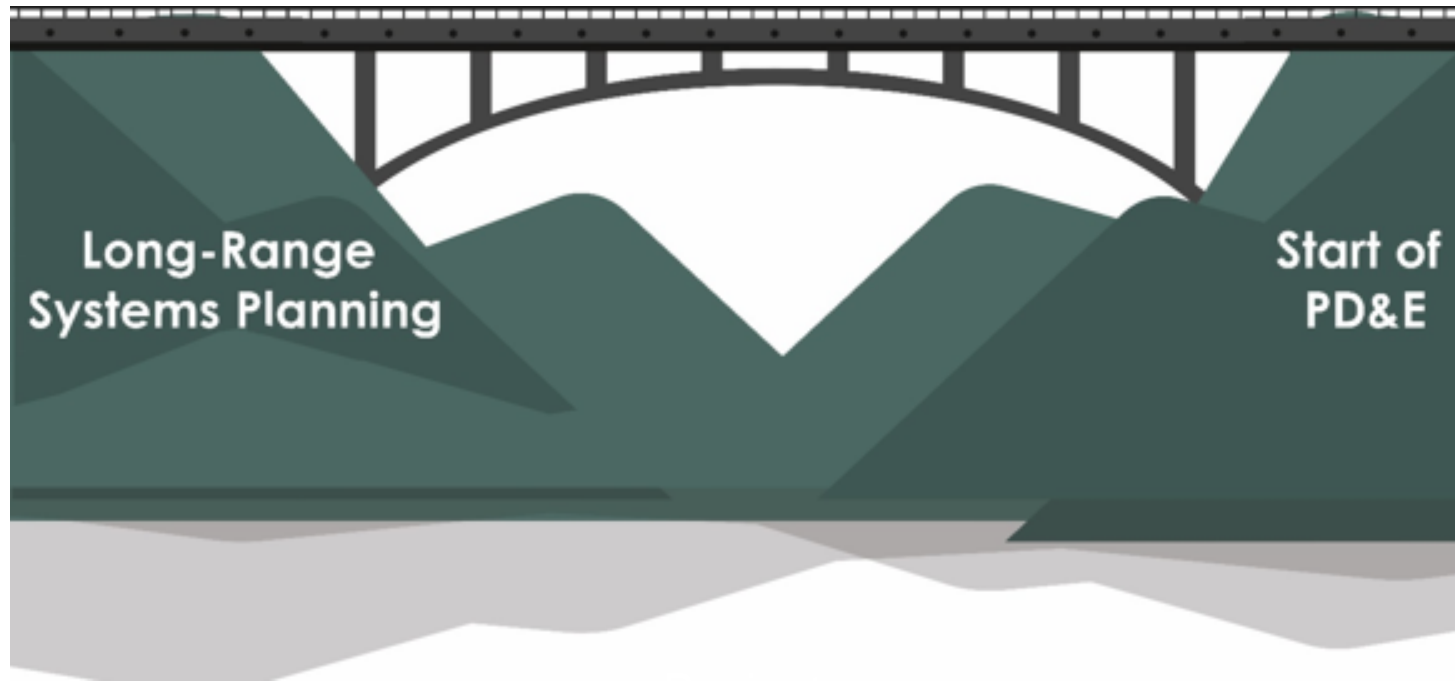
August 2020

The environmental review, consultation, and other actions required by applicable federal environmental laws described in this training are carried out by FDOT pursuant to 23 U.S.C. § 327 and a Memorandum of Understanding dated December 14, 2016 executed by FHWA and FDOT.

Scoping a PD&E Study

- Project scoping is a project development activity that:
 - Identifies and considers various project related issues which may affect cost and schedule;
 - Determines work activities to be performed for the project; and,
 - Develops or refines key project parameters and requirements sufficient to define the project.
- Builds on the SWAT process.
- Starts towards the end of the planning process as the project transitions to the PD&E phase
- Documents the level of engineering and environmental analyses required to develop the project that will meet the purpose and need
- PD&E Project Manager is responsible for scoping the PD&E Study

SWAT Process



SWAT process bridges the “gap” from Planning to PD&E to Design

PD&E Project Schedule

Project Schedule Templates:

- Schedule templates developed for each COA Action
- Help understand the project development & relationships
- Give Districts flexibility to modify templates
- Must include activities with PSM Codes

Project Schedule and Management (PSM) codes

- Scheduled developed before the consultant is on board
- Assist Project Managers with identifying task activities
- PSM Code list

Level of Design Detail

- Engineering activities performed to a level of detail to analyze and compare the effects of the project alternatives on the social, natural, cultural, and physical environment
- The level of design detail for a PD&E Study is project-specific
- Depending on context and schedule, PD&E and Design can begin concurrently
- Projects that follow the state process have more flexibility in advancing design phase activities concurrent with the PD&E phase
- Projects with federal funding may overlap between PD&E and Design
- Three dual procurement options of PD&E and Design phases to consider:
 - One contract for both PD&E and Design funded together
 - One contract for PD&E with an option for Design
 - Two overlapping contracts procured simultaneously or separately

Scope of Services

- Project Manager duties includes:
 - Review the Programming Screen Summary Report before advancing the project to PD&E
 - Explore planning products to incorporate in the PD&E Study
 - Review the reports completed prior to the study and adjust PD&E Scope of Service, as necessary
 - SWAT Kick-off Meeting results
 - PD&E Study Standard Scope of Service
 - StateWide Environmental Project Tracker (SWEPT)

Scope of Services Development Tool

<https://www.fla-etat.org/est/swept/>

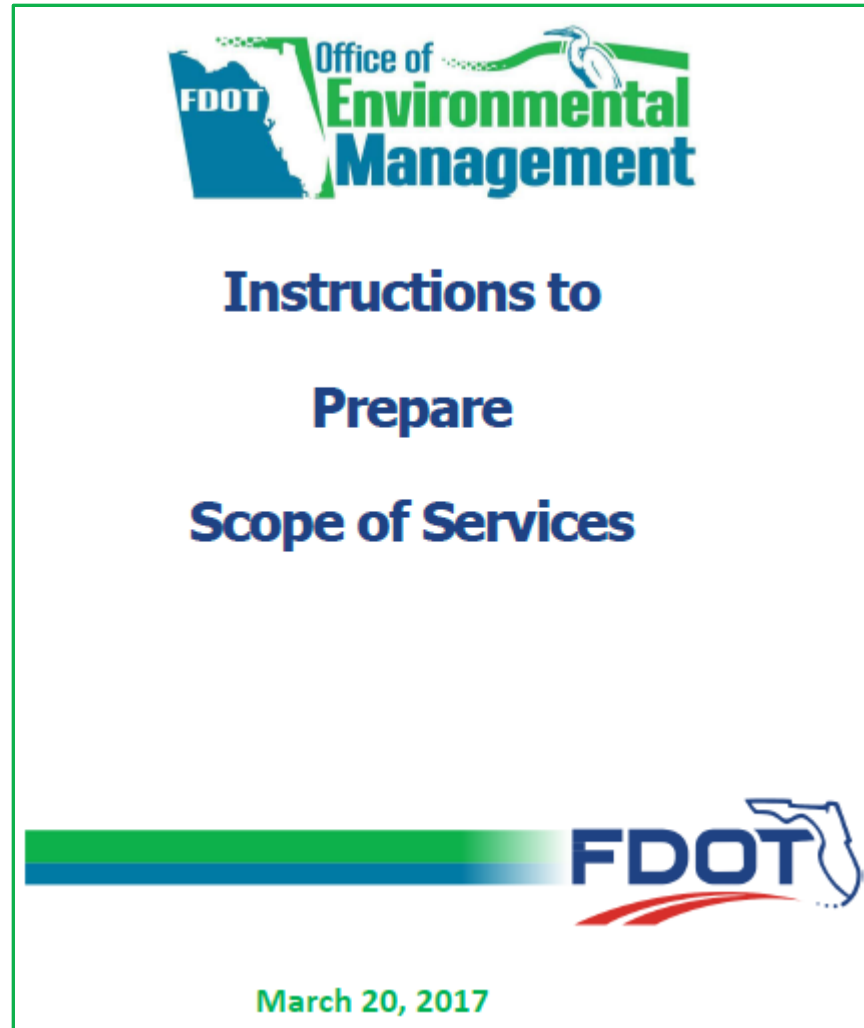
Developers of the PD&E Study Scopes of Services must have **StateWide Environmental Project Tracker (SWEPT)** accounts to access the scope development tool.

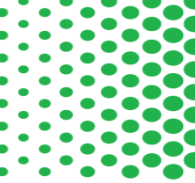
The screenshot displays the SWEPT web interface. The header includes the navigation menu, the title 'StateWide Environmental Project Tracker', and a search bar. The main content area is titled 'Scope of Services' and features the FDOT logo. The project title is 'SR 997/KROME AVENUE FROM NORTH OF SW 8 ST. TO MP 2.754'. A table of contents on the right lists sections 1.0 through 8.0. The main text area contains project details such as 'Financial Project ID: 249615-2-52-01', 'Federal Aid Project No.: 4031-031-P', and 'County Section No.: [redacted]'. A 'Back to Wizard' button is visible at the bottom right of the main content area.

Scope of Services Development Tool

<http://www.fdot.gov/designsupport/scope/>

- Instructions to prepare Scope of Services
- Copy of the Standard Scope of Services for PD&E
- Staff Hour Estimation Guidelines
- Staff Hour Estimation Forms





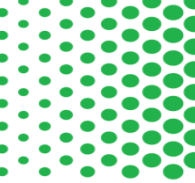
Alternative Project Delivery Methods

- Districts are responsible for conducting the design-build procurement and contract administration processes for projects within their jurisdictions
- FDOT ensures that the requirements set by **23 CFR Part 636** are met, which include those imposed to protect the objectivity and integrity of the **NEPA** process.

Design-Build and contract administration processes follow standard FDOT practices as specified in the Design-Build Procurement and Administration, Procedure No. 625-020-010

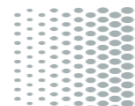
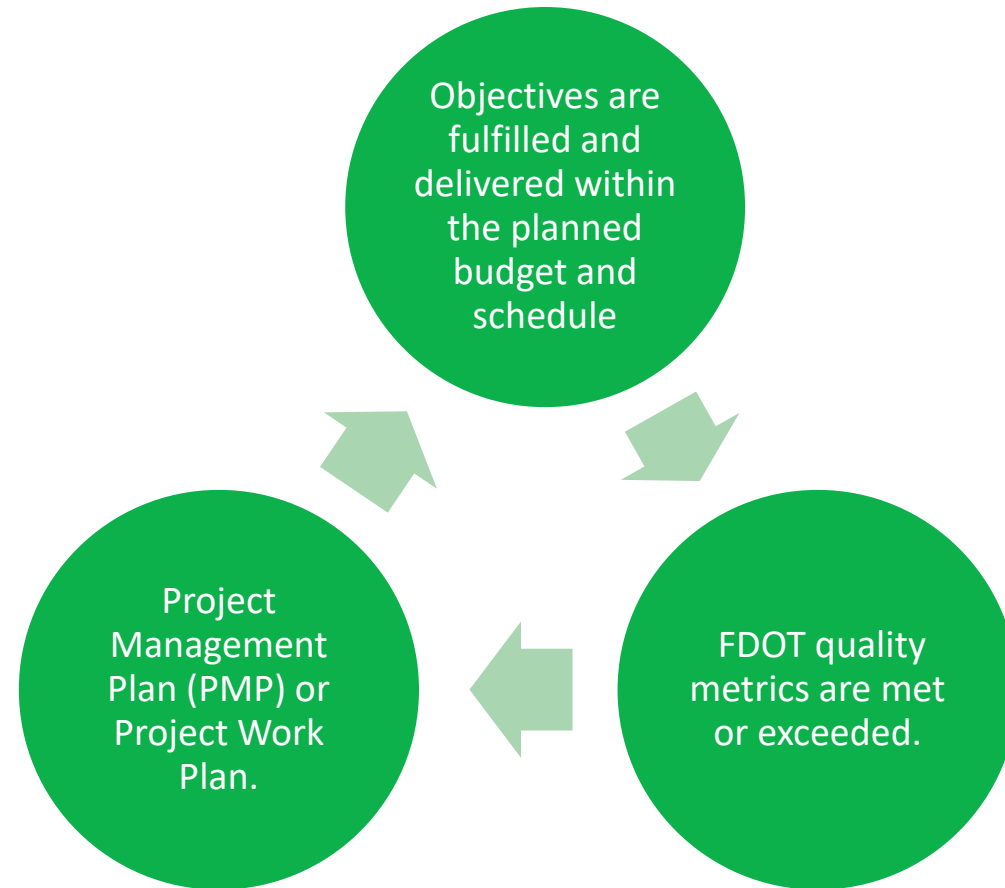


Project Management Plan and Financial Plan



Major projects must have a Project Management Plan (PMP), also called a Project Work Plan

A successful project has the following characteristics:



Quality Control

- FDOT Project Manager is responsible for quality control of Environmental Document and supporting technical studies
- Quality Control Plan: project-specific
- Internal QC process by the PD&E team
 - Checking, reviewing, and oversight of work
 - Quality Assurance measures to document compliance of the QC process
- QC Plan template and checklists created by FDOT OEM
- <http://www.fdot.gov/environment/QC-Plan-Template.shtm>

Risk Management

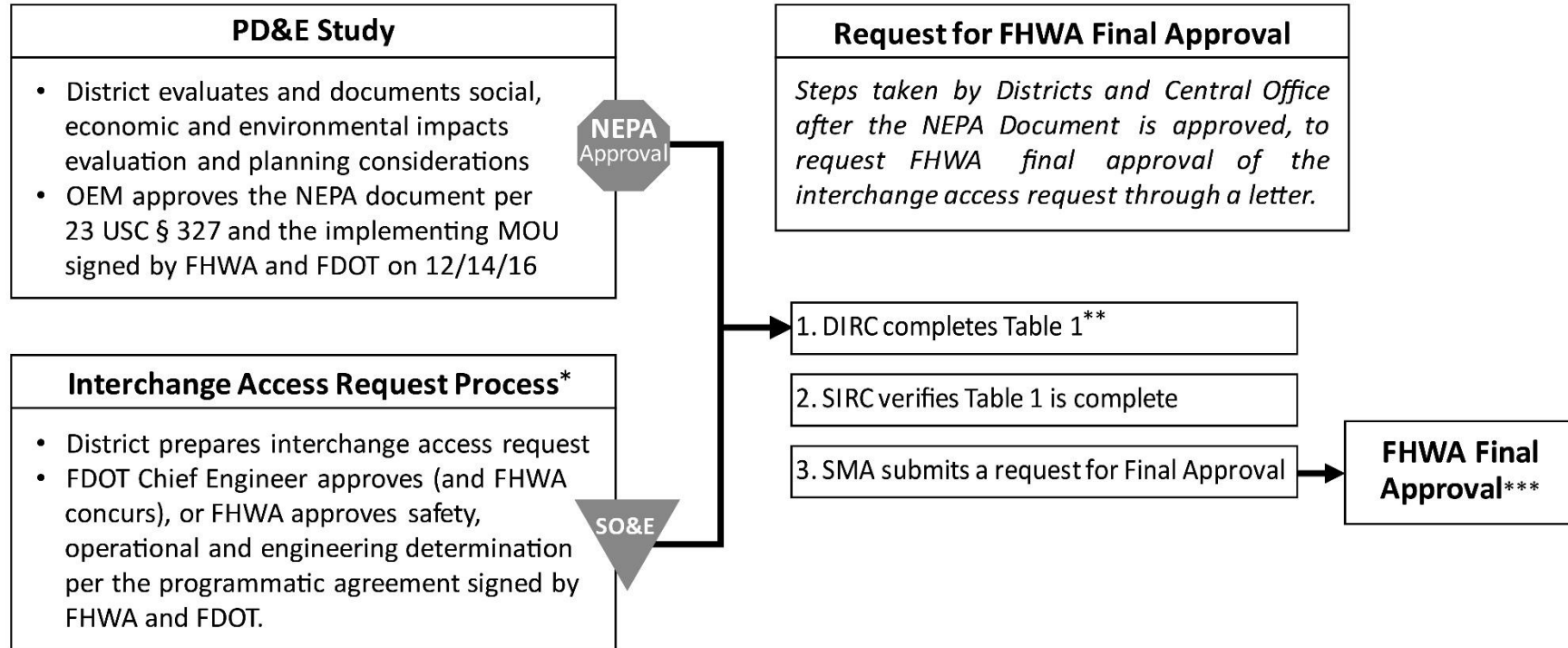
- Project risk management is the systematic process of:
 - identifying, analyzing, planning for, responding to, and monitoring project risk
- Helps the Project Manager minimize consequences of adverse events by developing and following a risk management plan
- Risk management is most effective when performed early in the life of a project and assessed continuously throughout the project

Interchange Access Request (IAR)

- Any proposal to change access to a limited requires approval from FDOT and FHWA on federal projects
- Two-part process
 - Part 1 is the determination of safety, operational, and engineering (SO&E) acceptability
 - Part 2 is the affirmative determination
 - ◆ After approval of the Environmental Document and completion of the PD&E Study
- For more information, see the ***Interchange Access Request User's Guide*** at:

<http://www.fdot.gov/planning/systems/programs/sm/intjus/>

Interchange Access Request



DIRC = District Interchange Review Coordinator

SIRC = State Interchange Review Coordinator

SMA = Systems Management Administrator

- * Determination of safety, operation and engineering acceptability of the interchange access request may precede the PD&E study, or occur concurrent with the PD&E study.
- ** Table 1 is attached to the letter of request, it shows where (in the NEPA document) social, economic and environmental impacts, and planning considerations were documented.
- *** FHWA approves the access request by signing the letter of request from FDOT.