

ETDM MANUAL REVISIONS

THROUGHOUT MANUAL

- Editorial review to check format, links, spelling, style, and grammar.
- Reviewed for updates in authorities, requirements, and practices.
- Simplified text (primarily eliminating unnecessary words and passive tense).
- Clarified concepts to address questions and reduce confusion.
- Changed items listed in paragraphs to bullets when possible, in response to feedback received from ETDM Coordinators.
- Checked for consistency with recent PD&E Manual revisions.
- Updated History.

ACRONYMS

- Additional acronyms identified and defined.

CHAPTER 1

- Updated the course title for the required training.
- No changes needed at this time for process improvements, rules, or regulations (CEQ guidance not released yet).

CHAPTER 2

- Agency Agreements – removed FHWA.
- Florida Transportation Plan description updated to reflect recent update.
- SWAT Section simplified to focus on ETDM-related activities and refer to SWAT materials for more information.
- ACE process – changed lead agency “concurrence” to “approval”.
- FTA – clarification added (contact OEM PDC for other scenarios).
- Issue resolution – clarification added regarding intent and use.
- CEQ reference removed from the definition of “effects”
- Clarification added regarding the overlap between PD&E and the end of the Programming Screen should technical studies be needed prior to the COA determination.

CHAPTER 3

- Updated project schedule coordination explanation to reflect current practice.
- Clarification to reduce confusion with the word “alternative” expressed by some practitioners - used “Analysis Area” when discussing features in the EST. Changed to “corridor option” when discussing build options presented in planning.
- CEQ reference removed from the definition of “effects”.
- Added USACE to the list of possible agencies to be exempt from screening.
- ACE process:
 - Changed lead agency “concurrence” to “approval”.
 - Clarification added to explain how to request edits to MM after approval.
- Clarification added regarding the overlap between PD&E and the end of the Programming Screen should technical studies be needed prior to the COA determination.

CHAPTER 4

- Updated project schedule coordination explanation to reflect current practice.
- Clarification to reduce confusion with the word “alternative” expressed by some practitioners - used “Analysis Area” when discussing features in the EST. Changed to “corridor option” when discussing build options presented in planning.
- Added USACE to the list of possible agencies to be exempt from screening.
- CEQ reference removed from the definition of “effects”.
- ACE process
 - Changed lead agency “concurrence” to “approval”.
 - Clarification added to explain how to request edits to MM after approval.
- Added clarification about expected justification for Class of Action recommendations.
- Clarification added regarding the overlap between PD&E and the end of the Programming Screen should technical studies be needed prior to the COA determination.

CHAPTER 5

- Added clarification about providing updates to ETAT members during PD&E for certain changes in the project.

- Described the use of the EST to distribute Environmental Documents and technical studies, when appropriate.

CHAPTER 6

- Only editorial changes were needed.

COORDINATION SUMMARY

- ETDM Coordinators Meeting (10/6/2020): Discussed potential updates needed for changes in regulations and process improvements. Brainstormed about topics that need more guidance or clarification. Asked for additional suggestions to be sent to Ruth Roaza.
- ETDM Coordinators Meeting (1/26/2020): Highlighted and discussed the anticipated changes identified to date, including:
 - Rules and Regulations – CEQ rule changes (monitoring guidance from FHWA).
 - Process improvements – Issue resolution.
 - Clarification about ACE, Cooperating/Participating agencies, FTA project with potential FHWA funding, timelines, etc. (Answering some of the frequently asked questions that we receive).
 - Ease-of-use – simplify, additional checklists, tables, info graphics.
 - By chapter:
 - 1 – Nothing substantive, editorial review.
 - 2 – Issue resolution clarification, maybe opportunities for checklists and tables.
 - 3 & 4 – ACE process updates, opportunities for checklists, clarification, already has step-by-step guidance, but maybe opportunities for putting information in tables or bullets rather than long paragraphs.
 - 5 – look for opportunities for clarification.
 - 6 – No substantive changes; editorial review only.
- ETDM Coordinators Meeting (4/13/2021) – Discussed status and anticipated review schedule:
 - Status
 - Chapters 1, 6, and Acronyms complete.
 - Chapter 2 clarification underway.
 - No regulatory changes (still awaiting CEQ guidance from FHWA).

- Plan to have ready for review in May.
- District/OGC Review (June 28 – July 30, 2021)
 - Offices providing comments: OGC, District 1, District 4, District 5, District 6
 - Offices responding with no comments: District 2, District 3, District 7, Florida's Turnpike Enterprise
- ETDM Coordinators Meeting (7/13/2021) – Discussed status (comments due July 30th)
- ETDM Coordinators Meeting (10/12/2021) – Discussed status and provided an overview of edits made in response to District and OGC comments: additional clarification and editorial changes only.
- OEM Review (September – November 2021)
 - Reviewed by OEM staff and then managers
- OEM Director Approval – December 2, 2021