**Statewide Acceleration Transformation (SWAT) Process**

**SWAT Kick-off PD&E Scope of Services Tool**

The purpose of this tool is assist decision making during the SWAT Kick-off Meeting. The information in this list will help with post-SWAT Kick-off Meeting prior to PD&E advertisement including the development of the PD&E Scope of Services identification of potential pre-PD&E activities, and development of PD&E schedule.

**Planning Products Completed or Ongoing to Date**

This section documents the previously-completed or ongoing planning products to date, serving as a reference library for the PM while also ensuring that vital information is shared as PMs change. These products should be referenced during development of the Preliminary PD&E Scope items in the next section. It should be noted that any planning products which evaluate and eliminate alternatives, and which are intended to be adopted or incorporated by reference into the PD&E process - must meet certain Planning-to-Environmental (PEL) requirements, in accordance with the PD&E Manual, Part 1, Chapter 4.

|  |  |  |
| --- | --- | --- |
| **Planning Product / Project Background Information** | **Type of Document** (i.e. general environment, traffic forecasting, alternatives development) | **Date Completed or to be Completed** |
| ETDM Programming Screen | General Environment |  |
| Advance Notification package |  |  |
| Alternatives Corridor Evaluation | Corridor development |  |
| Corridor / Sub-Area / Planning / Feasibility Studies |  |  |
| Traffic Engineering Studies (existing conditions analysis, future traffic forecasting, and future traffic analysis) |  |  |
| Concept Development and Alternatives Screening (transit) | Transit study |  |
| Legislative Mandate |  |  |
| PD&E Scoping Report | Scoping the PD&E activities |  |
| Roadway As-builts or Inventories |  |  |
| Bridge Inspection Reports |  |  |
| Other studies / or adjacent project studies |  |  |
| SWAT Scoping Guide |  |  |
| SWAT Strategy Schedule  |  |  |
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**Preparation for NEPA-adoption under Planning and Environmental Linkages (PEL)**

Under the provisions and constraints of 23 USC 168, the planning products listed below constitute those which FDOT intends to adopt (or incorporate) into the NEPA environmental review process. Needs for additional data and analysis are indicated.

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| --- | --- | --- |
| **Planning Product** | **Latest Completion Date** | **Need for Additional Data, Analysis, or “refresh” prior to NEPA-adoption with Agencies?** |
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**PD&E Scope of Services and Potential Pre-PD&E Activities**

The purpose of this table is to serve as a list of needed PD&E activities. Based on the studies listed above, the PM should place a checkmark ✓ in the “Needed for PD&E” column - for activities with a likelihood of inclusion during the PD&E project study. As well, a “✓” should be placed in the “Pre-PD&E Task” column if a certain activity, performed prior to the PD&E Study, can shorten the PD&E Phase duration or otherwise help to jumpstart the PD&E study. These activities were extracted from the PD&E Standard Scope of Services.

| **PD&E Task** | **Needed for PD&E?** | **Pre-PD&E Task?** | **Notes** |
| --- | --- | --- | --- |
| **Additional Services** |  |  |  |
| Scoping Meeting (EIS Only) |  |  |  |
| Notice of Intent (EIS Only) |  |  |  |
| Transit Coordination Plan |  |  |  |
| **Optional Services** |  |  |  |
| \*\*Name of optional service\*\* |  |  |  |
| **Public Involvement** |  |  |  |
| Public Involvement Plan |  |  |  |
| Project Kick-off Meeting |  |  |  |
| Presentation to Local MPOs and Associated Technical and Citizen Committees |  |  |  |
| Coordination Meetings with Key Agencies |  |  |  |
| Corridor Workshop or Public Informational Meetings |  |  |  |
| Alternatives Public Meeting |  |  |  |
| Additional Coordination and Consensus Building Meetings |  |  |  |
| Community / Stakeholder Forums |  |  |  |
| Environmental Forums |  |  |  |
| Public Hearing |  |  |  |
| **Engineering Analysis and Considerations** |  |  |  |
| Review of Previous Studies |  |  |  |
| Existing Conditions Analysis |  |  |  |
| Survey |  |  |  |
| Design Survey |  |  |  |
| Photogrammetry |  |  |  |
| Geotechnical Investigation |  |  |  |
| Traffic Analysis |  |  |  |
| Traffic Analysis Methodology |  |  |  |
| Traffic Data Collection (Turning Movement Counts, vehicle classification counts, pedestrian and bicycle counts, and other forms of multimodal data) |  |  |  |
| Existing Traffic Operational Analysis |  |  |  |
| Future Demand Forecasting |  |  |  |
| No-Build Analysis |  |  |  |
| Development and Screening of Alternatives |  |  |  |
| Operational Evaluation of Build Alternatives |  |  |  |
| Project Traffic Analysis Report |  |  |  |
| Interchange Access Request |  |  |  |
| Signalization Analysis |  |  |  |
| Signage |  |  |  |
| Tolling Concepts |  |  |  |
| Safety Analysis Documentation |  |  |  |
| Utilities and Railroad |  |  |  |
| Roadway Analysis |  |  |  |
| Identify Construction Segments |  |  |  |
| TSM&O |  |  |  |
| Structures |  |  |  |
| Drainage |  |  |  |
| Drainage Analysis |  |  |  |
| Floodplain Compensation Analysis |  |  |  |
| Stormwater Management Analysis |  |  |  |
| Drainage Design |  |  |  |
| Location Hydraulic Report |  |  |  |
| Bridge Hydraulic Report |  |  |  |
| Landscaping Analysis |  |  |  |
| Construction and Right of Way Cost Estimates |  |  |  |
| Alternatives Evaluation |  |  |  |
| Value Engineering Study |  |  |  |
| Concept Plan |  |  |  |
| Transportation Management Plan |  |  |  |
| Risk Management |  |  |  |
| Engineering Analysis Documentation |  |  |  |
| Transit Systems, Service, and Design |  |  |  |
| **Environmental Analysis and Reports** |  |  |  |
| Sociocultural Effects Evaluation Report |  |  |  |
| Conceptual Stage Relocation Plan |  |  |  |
| Cultural Resources |  |  |  |
| Research Design |  |  |  |
| Cultural Resources Assessment Survey |  |  |  |
| Determination of Eligibility as required |  |  |  |
| Section 106 Case Study Report |  |  |  |
| Section 4(f) Evaluation for Historic Resources |  |  |  |
|  Memorandum of Agreement (MOA) |  |  |  |
| Recreational Section 4(f) Evaluation |  |  |  |
| Natural Resources Evaluation (NRE) Report |  |  |  |
| Water Quality Impact Evaluation  |  |  |  |
| Special Designations Involvement  |  |  |  |
| Farmlands Evaluation Form |  |  |  |
| Noise Study Report |  |  |  |
| Air Quality Report |  |  |  |
| Contamination Screening Evaluation Report |  |  |  |
| **Environmental Document Type** |  |  |  |
| Categorical Exclusion Type 2  |  |  |  |
| Environmental Assessment |  |  |  |
| Environmental Impact Statement |  |  |  |
| State Environmental Impact Report |  |  |  |
| **Design Services** |  |  |  |
| Overlapping design phase with PD&E  |  |  |  |
| **Additional Foreseen Activities that are not listed above** |  |  |  |
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**RECOMMENDATIONS:**

(This section is left blank until decisions are made at the SWAT Kick-off Meeting)