

CERTIFICATION & ACCEPTANCE – Type 1

(For Road, Bridge CPM, Bridge Repair & Rehabilitation projects)

PROGRAM DATA

To be filled in by Design Engineer or Project Manager. **(Attach print of title sheet for the project)**

Date: _____

Route Number: _____

Project Length: _____

Proposal I.D.: _____
(List all control section-job number)

Federal Aid Roadway System:

NHS

Other

Submitted for Authorization:

MDOT Oversight

FHWA PODI
(See Project SOA if authorization is required)

Location: _____

Type of Work: _____

This project is scheduled to be advertised for the _____ Letting.

Existing roadway/bridge # of lanes: _____

Proposed roadway/bridge # of lanes: _____

The preliminary engineering for this project was done using Job No. _____ Work on this PE Job No.

is complete.

is not complete.

Force account work will be charged to this project in the amount of \$ _____ payable to _____
_____ for _____

Check one box in each section below:

This project is on a FHWA approved STIP-TIP.

This project is not required to be on the STIP/TIP.

This project is classified as a State Non-Major.

This project is classified as a type _____ Categorical exclusion. (C.1 is not valid for "A" Phase)

Environmental requirements for this project were cleared under Environmental Impact Statement/ROD or Environmental Assessment/FONSI dated _____.

This project does not require acquisition of additional right of way-including grading permits, easements, etc.

A ROW certification has been issued for this project.

A ROW certification is expected to be issued by _____.

This certification must be completed for all projects, including (1) MDOT OVERSIGHT and FHWA PODI/POCI and (2) federally funded or state funded projects. Projects meeting the conditions stated on the forms listed below may be used in place of this form:

- Certification & Acceptance – Type 2 (12/14)
- Certification & Acceptance – Type 3 (12/14)

For road projects that include bridge work, the Bridge Design Unit will complete the STRUCTURE section. For bridge projects that include approach work the Road Design Unit will complete the ROAD DESIGN section. Each line will be completed with either a yes, no, or not applicable (N/A) as stated below the blank line. The Project Manager (Lansing, Region or TSC) will assure and be responsible for, by signature, that each item within the Certification & Acceptance form is completed prior to turning in the plan/proposal package to the Specifications and Estimates Unit. Incomplete Certification & Acceptance forms will be returned to the Project Manager. The form must be complete before the plan/proposal package will be processed by the Specifications and Estimates unit.

Environmental

(Yes or N/A) **This project has been classified as a Categorical Exclusions, a copy of Environmental Classification Form 1775 is attached.** There has been no significant change in the scope of work since the project was environmentally classified/cleared. {Categorical Exclusions that have no work outside the shoulders/curbs, do not require a detour or have no environmental concerns may not have a completed Environmental Classification Form 1775.}

(Yes or N/A) The project has been compared to the project description in **the Environmental Impact Statement (EIS)/ Record of Decision or the Environmental Assessment/Finding of No Significant Impact (FONSI)**, as appropriate. No significant changes have occurred. It has been less than three years since federal concurrence in the environmental document. {If significant changes in the project (scope of work, project limits, etc.) have occurred or more than three years have passed, coordinate further action with Environmental Analysis Unit (517-373-2227).}

NOTE: One, and only one of the above two categories must be YES

(Yes or N/A) Any required mitigation measures in the environmental document have been included in the plan/proposal package. **Copies of any required mitigation measures in the environmental document are attached.** {Such measures could involve construction, noise, archeological and historic sites, wetlands, floodplain encroachments, etc.}. For those requiring mitigation measures that are not included, an explanation for the proposed change and subsequent acceptance/approval is attached. Adequate soil erosion control measures have been provided and are included in the plans.

(Yes or N/A) Permits, if required, have been obtained and included in the proposal. Provisions for handling special conditions of permits have been incorporated in the plan/proposal package, as needed. (See Environmental Classification Form 1775 for permit information.) If a permit is required and has not been received from DEQ, and the exception procedure is being utilized: a risk analysis has been performed, an approval memo signed by the Region Engineer, and a Notice to Bidders identifying any restrictive conditions is included in the package.

	<u>REQUIRED</u>	
	Yes	No
DEQ-Surface Water Quality (Sanitary)	_____	_____
DEQ-Drinking Water & Radiological Protection	_____	_____
DEQ-Water Resources Division	_____	_____
Corps of Engineers	_____	_____
Coast Guard-Navigation Clearance	_____	_____
FAA/Local Airport - Clearance	_____	_____
EPA	_____	_____
NPDES-Notice of Coverage(> 5 acres)	_____	_____
Other _____	_____	_____

MATERIALS

- _____
(Yes or N/A) Warranties. Bridge painting and pavement are approved for warranty clauses. Also, other materials may have warranties if properly justified and approved by FHWA (see 23 CFR 635.413).
- _____
(Yes or N/A) Salvaged Highway Materials (guardrails, signs, etc.) delivered to MDOT or other public agencies.
1. A non-federal participating item must be set up to cover cost of transporting salvaged material to an off-site location.
 2. A salvage value must be credited to the project if the item's value is more than \$5000. (No credit is necessary if the material will be used on another federal- aid project).
- _____
(Yes or N/A) Materials furnished by a public agency. A public interest finding is necessary to document that the cost of material is not more than a contract average bid price (See 23 CFR 635.407).
- _____
(Yes or N/A) Alternate products. When necessary to specify a brand name material, a minimum of two brand names "or approved equal" must be specified. Single brand names can only be specified if one of the following apply:
1. Certification is made to FHWA that there are no suitable alternatives.
 2. Certification is made to FHWA that the item is needed for synchronization with existing highway facilities. For example: the item is needed to match existing items for ease of maintenance.
 3. The item is part of an experimental work plan (See 23 CFR 635.411).
- _____
(Yes or N/A) Non-standard items are covered by special provisions, supplemental specifications or special details in proposal or plans. {All 7000 code numbers not covered in the current Standard Specifications for Construction must have a special provision included in the proposal. All items with item code numbers that are not presently covered by the current Standard Specifications for Construction should have either a Supplemental Specification or a Special Provision written to cover this item (Contact the Specifications and Estimate Unit for information).}
- _____
(Yes or N/A) If experimental features are included, an approved work plan has been approved for the experimental feature {See 23 CFR sec.511}.
- _____
(Yes or N/A) A waiver for the Buy America requirements has been obtained for certain steel and iron items permanently incorporated in this project. Waiver documentation has been placed in ProjectWise.

DESIGN

- _____
(Yes or N/A) The issues raised at the Scope Verification Meeting and THE Plan Review Meeting have been addressed including FHWA comments (PODI/POCI), as appropriate. **(Copies of the scope verification and THE Plan Review letters are attached)**
- _____
(Yes or N/A) A value engineering study (VE) has been performed for this project with the last 3 years. (Required on all road projects that have a total estimated cost based on the environmental document greater than \$25 million and required on all bridge projects with a cost based on the environmental document greater than \$20 million). A copy of the VE recommendation summary with final decisions for all recommendations is attached.
- _____
(Yes) The design of the project is in compliance with the applicable MDOT and Interstate Standards, AASHTO and 3R guidelines. **(Copies of any Design Exceptions are attached.)**
- _____
(Yes) The format of the plans is in compliance with FAPG 630B, Supplement.
- _____
(Yes or N/A) Clear roadside cross sections are provided according to 3R guidelines or AASHTO Roadside Design Guide criteria.
- _____
(Yes or N/A) Landscaping projects where there is a separate job number for landscaping, should Have at least 1/4% of the expenditure for planting native wildflowers. A waiver must be requested for exceptions. (See 23 CFR 752.11). **{Attach a copy of the waiver, if appropriate (see Roadside Development Section for information).}**

REVIEW BY OTHER DESIGN UNITS

- _____
(Yes or N/A) Pavement design analysis is in accordance with the Department's design practices. The analysis has been reviewed by the Pavement Design Engineer if paving costs are over \$1,000,000. **A copy of the Pavement Design Recommendation Memorandum is attached.**
- _____
(Yes or N/A) Lighting, if required, is in accordance with AASHTO Guide. The Electrical Unit has reviewed any electrical items included in the plans.
- _____
(Initials of N/A) Water main and sanitary sewer relocations within the project limits have been reviewed by the Design Engineer-Municipal Utilities. The Municipal Utilities Design unit has reviewed any water main or sanitary sewer items included in the plans. **N/A may only be used if no water main or sanitary sewer pay items.**
- _____
(Yes or N/A) Project drainage, floodplain encroachments, and waterway crossing modifications requiring a DEQ permit and hydraulic information in the plans have been reviewed by the Design Engineer-Hydraulics/Hydrology (See CFR Sec. 650).
- _____
(Yes or N/A) THE Plan Review and OEC plans have been transmitted to the County Drain Commission. All correspondence and/or agreements have been placed in ProjectWise.

STRUCTURES

(To be completed by Bridge Unit Leader)

- _____ (Yes or N/A) Geotechnical Recommendations have been received and incorporated into the plans.

- _____ (Yes or N/A) Hydraulic and Scour Analyses have been completed by the Hydraulics/Hydrology Unit. Hydraulic information and recommended scour countermeasures are included in the design plans.

- _____ (Yes) Recommendations from the Scope Verification Meeting including a type, size and location study, (if required) have been approved by the Supervising Engineer of Bridge Design.

- _____ (Yes) Preliminary Plans (35% +/-) have been approved by the Supervising Engineer of Bridge Design.

Signature – Design Engineer – Bridge

Date

GOVERNMENTAL AND RAILROAD COORDINATION

_____ Required city, county, township, and/or private party agreements have been initiated.
(Initials)

AGRMNT NO. _____	Name of party _____	Purpose _____
AGRMNT NO. _____	Name of party _____	Purpose _____
AGRMNT NO. _____	Name of party _____	Purpose _____
AGRMNT NO. _____	Name of party _____	Purpose _____

_____ Any construction that impacts an at grade railroad crossing or railroad-highway grade separation has
(Initials or N/A) been coordinated with the Office of Rail. All required agreements, special provisions, coordination clauses and railroad force account authorizations have been completed.

FORCE ACCOUNT WORK

_____ An affirmative finding of cost effectiveness for force account work (if required under the program
(Yes or N/A) responsibilities of the division) has been transmitted to Design Division. The document includes who will do the work and how it should be coordinated with the contractor.

UTILITY COORDINATION

(To be initialed by Region/TSC Utility Coordinator or Utilities Coordinator-Development Services Division)

_____ The Utilities Status Report is included in the proposal. All private and municipal utility relocation(s), if
(Initials) required, will either be relocated prior to contract award or have been identified in the proposal's Notice to Bidders – Utility Coordination document. Some utility work may be included in the contract. Authorization has been given to utility(s) that meet the eligibility requirements for relocation cost reimbursement.

ROAD DESIGN/CONSULTANTS

(On projects where a Design Engineer-Bridge is the Project Manager)

_____ Items of work included in the plans that were prepared by a Design Unit-Road or Consultant, have been
(Yes or N/A) reviewed for compliance with MDOT standards, guidelines and procedures.

Signature – Design Engineer – Road

Date

TRAFFIC AND SAFETY PROJECT REVIEW

Control Section: _____

Date: _____

Job Number: _____

Route Number: _____

Location: _____

Signature	Initials	Date	Unit / Section
Signing Pavement Marking			<p style="text-align: center;"><u>Traffic Signs and Delineation Unit</u></p> Permanent signing and permanent pavement markings have been reviewed and found in compliance with the MMUTCD, except as noted below or on attached sheet.
Signal Operations Signal Design			<p style="text-align: center;"><u>Traffic Signals Unit</u></p> Traffic signal control devices have been reviewed and found in compliance with the MMUTCD, except as noted below or on attached sheet.
Area Geometrics			<p style="text-align: center;"><u>Geometric Safety Unit</u></p> All issues from the Scope Verification, base, and THE Plan Review have been resolved, except as noted below or on the attached sheet.

Comments

CS _____ JN _____

OEC MEETING REVIEW AND APPROVAL

Traffic and Safety (Regional or TSC)

(Initials) Provisions for maintenance of traffic, staging of construction, permanent signing, markings and signals have been reviewed and found adequate.

Construction (Regional or TSC)

(Initials) The plan/proposal package has been reviewed and approved for submittal to the Specifications and Estimates Unit for advertising and letting.

Quality Assurance-Lansing

(Initials) The plan/proposal package has been reviewed for compliance with MDOT standards, policies and procedures.

Comments- OEC Attendees

- _____
(Initials) _____
- _____
(Initials) _____
- _____
(Initials) _____
- _____
(Initials) _____
- _____
(Initials) _____
- _____
(Initials) _____
- _____
(Initials) _____

A user cost analysis has been completed and justifies the use of an Incentive/Disincentive Clause. The appropriate language has been included in the Progress Clause and the Special Provision has been included in the Proposal.

An Omissions/Errors Check (OEC) Meeting was held (date: _____) and all revisions identified have been incorporated into the final plan/proposal package submitted to the Specifications and Estimates unit. Pages 1-8 (and page 9 if PODI/POCI) of the Certification & Acceptance have been completed. A copy of the completed Certification & Acceptance has been sent to the FHWA Area Engineer (if PODI/POCI). A copy of the marked-up plan/proposal package (in red) from the OEC Meeting will remain in the project file until the construction project has been closed out.

Signature – Project Manager

Date

SPECIFICATION AND ESTIMATE UNIT PROJECT REVIEW

_____ This project (does or does not) have the capability to support Disadvantaged Business Enterprises. The percent of DBE participation assigned to this project is _____%.

_____ Approval has been given by the Engineer of Quality Assurance for an advertising period which is less than four (4) weeks for the following reasons:

_____ The estimated unit prices have been reviewed and are reasonable.

_____ Engineering and contingency charges are _____%.

The Certification & Acceptance form for this project has been completed by the Project Manager. The above items have been reviewed and approved and the project is authorized for advertising.

Supervisor, Specifications & Estimates Unit

Date