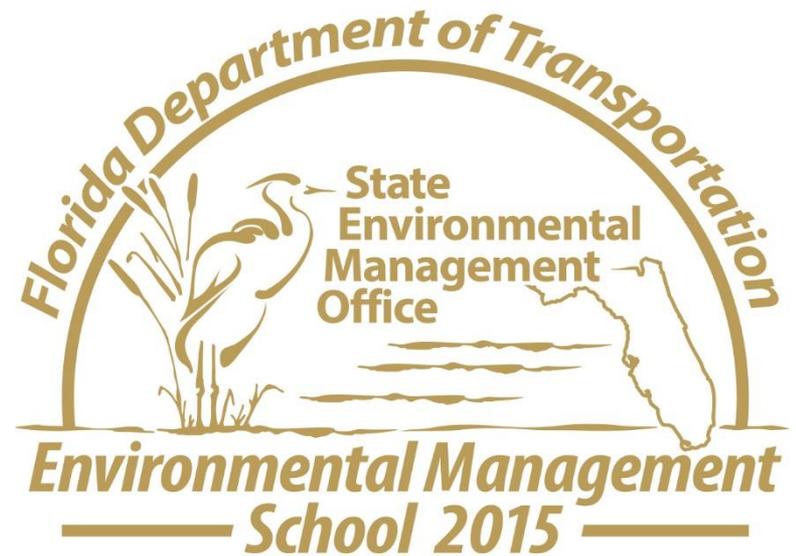


Commitments

Presented by:
Thu Clark
October 2015



What is a commitment?

“An obligation to an external stakeholder to provide a feature or perform an action related to a project”

Why do we make commitments?

- ◆ Provide assurances to regulatory agencies or stakeholders
- ◆ To satisfy NEPA requirements
- ◆ To help advance a project

When are commitments made?

Commitments can be made at any time and during any phase of project delivery

Who makes project commitments?

The Project Manager is the primary point of contact for the identification, documentation and coordination of project commitments

- ◆ Obtaining approvals within the department prior to making any commitments

Project Commitment Tracking

- ◆ Topic No: 700-011-035-a

“To provide guidance and establish a procedure for documenting FDOT project commitments throughout Project Development, Design and Construction Phases.”

Tracking Commitments

STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION
Project Commitments Record

700-011-35
Construction
11/12

Document information:
Date: _____
Project Name: _____
Project Limits: _____
Original PD&E FAP#: _____

Document Type:
FM#: _____
ETDM #: _____
Document Status: _____

Project Segment Number	Description	To	Approval	Implementation Phase	Status	Comments	Completion Date
Project Development & Environmental Commitments							
Design Commitments							
Right-of-Way Commitments							
Construction Commitments							
Operations & Maintenance Commitments							

PD&E Project Manager

- ◆ Coordinating with resource agencies
- ◆ Determines if a project commitment is necessary and feasible
- ◆ Coordinate with Design and Construction to ensure viability
- ◆ Obtain approval within the District
- ◆ Document in the environmental document and populate the Project Commitment Record (PCR)
- ◆ Provide commitments to the Design PM

Documenting Commitments

◆ PD&E:

- Programmatic CE, NMSA and Type 1 CE – document in the project file
- Type 2 CE – Commitments section of the Type 2 Categorical Exclusion Determination Form
- EA/EIS – Commitments section
- SEIRS – Commitments section

Design Project Manager

- ◆ Reviews the PCR
- ◆ Ensure commitments related to design plans have been incorporated
- ◆ Some commitments may have been included in project permits
- ◆ Include the PCR to the plan set
- ◆ May make additional commitments

Commitments incorporated in Design

- ◆ May include avoidance areas within the Right of Way
- ◆ Project feature: wildlife crossing, ornamental feature, fencing requirements, etc.
- ◆ Project specific language: unique aspects for project

Commitments that become permit conditions

- ◆ Some commitments, particularly those that stem from regulatory agency coordination/consultation may become permit conditions in USACE or WMD permits
- ◆ Permit conditions are tracked through compliance & enforcement mechanisms

Construction Project Manager

- ◆ Reviews the PCR
- ◆ Responsible for internal coordination, as appropriate
- ◆ May also make project commitments
- ◆ Ensures those commitments associated in the project plans have been satisfied prior to final acceptance

Plan Notes...

are project specific instructions to the contractor.

And should not include:

- ◆ Standard Specifications for Road and Bridge Construction
- ◆ State of Florida Erosion and Sediment Control Designer and Reviewer Manual
- ◆ Standard language used for multiple projects

Keys to Success

- ◆ Coordinate, communicate and document
 - Internally within the department
 - Externally with stakeholders and regulatory agencies
- ◆ Make sure commitments are clearly worded, easily understood, contain all necessary information to fulfill commitment
- ◆ Follow through on FDOT obligations, and document that commitment was fulfilled

For More Information

Presenter:

Thu-Huong Clark

850-414-5327

Thu-Huong.Clark@dot.state.fl.us

