

# *Commitments*

*Presented by:*  
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# ***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?***

- ◆ To satisfy NEPA requirements
- ◆ Provide assurances to regulatory agencies or stakeholders
- ◆ 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
<b>Project Development &amp; Environmental Commitments</b>							
<b>Design Commitments</b>							
<b>Right-of-Way Commitments</b>							
<b>Construction Commitments</b>							
<b>Operations &amp; Maintenance Commitments</b>							

# ***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

# ***What shouldn't be a commitment***

- ◆ 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***

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