

INTRODUCTION

The main purpose of the *CDOT Project Development Manual* is to provide a quick, easy-to-use overview of situations or dilemmas that might be encountered in the course of developing a project. The manual is intended to assist new engineers, designers and consultants by:

identifying and describing the activities related to project development from conception to award, and

establishing a uniform application of processes and procedures for use department-wide.

This manual is organized and indexed following the structure of CDOT Form 1048, Project Scoping/Clearance Record. The text is divided into eight sections each covering an important aspect of Form 1048. Each chapter is accompanied with examples, explanations and exceptions. References to additional reading resources are provided at the end of many sections. As a part of revising this manual, Form 1048 also has been restructured.

When the manual refers to the Resident Engineer (Professional Engineer II), it is understood that the Resident Engineer typically delegates project management responsibilities to other positions based on the type of project and available expertise. Concurrently, when a reference is made to an individual such as the Right-of-Way Manager, it is understood that individual also delegates as appropriate.

Project development changes over the course of time, and at any given time there is discussion about what it is. As such, users are encouraged to submit processes, procedures, forms, outlines, flowcharts and suggestions for consideration into future revisions of this manual.

This effort represents a rewrite of the entire manual. The manual will continue to be revised as methods, policies, processes, procedures, guidelines and the Department's organizations and preconstruction environment change. If updates or changes to the manual are required, new Design Bulletins will be published and posted on the CDOT internet site

(http://www.coloradodot.info/business/designsupport/bulletins_manuals/design-bulletins/current). It is the user's responsibility to keep the manual current by inserting the revisions as they are issued.

