

## **Amador County Transportation Commission Transportation Project Development Checklist**

### **1. Scope**

A project description with maps and/or drawings should be attached that is clear enough to show local officials, Caltrans and the public the project that is to be built and boundaries of the area that will be affect before, during and after construction. Each component of the project should be clearly delineated (ex.. pavement, street widening including sidewalks, signs, striping).

### **2. Cost**

Provide a clear cost breakdown developed by a qualified professional (engineer, architect, etc.) broken down by project phase and component.

### **3. Schedule**

Provide a schedule for completion of each project phase that the project sponsor is ready to certify that they will have the resource capability to meet.

### **4. Critical Elements**

- a. Plan Consistency: Is the project consistent with applicable General Plan and Regional Transportation Plan?
- b. Local Match: Is local match secured?
- c. Resources Delivery: Are resources (staff and/or consultants) available to deliver every phase of the project on schedule? Is there lead agency (Board, Council, etc.) awareness/approval?
- d. Resources Maintenance: Is long-term maintenance assured? Are staff resources available and is lead agency (Board, Council, etc.) awareness and approval clearly indicated?
- e. Community Consensus: Is there general community consensus for the project? Are there elements of public controversy that can cause serious delays or project failure?
- f. Environmental Concerns: Has the lead agency completed preliminary review of potential environmental concerns that can cause delays or project failure including but not limited to:
  1. biological including rare and endangered species
  2. cultural resources
  3. wetlands/waterways
  4. hazardous materials
  5. other
- g. Caltrans Right-of-Way and Permits: If on or adjacent to a state highway, is the project acceptable to Caltrans including design, traffic operations, and encroachment permits divisions?
- h. Utilities: Have all utilities been located and have utility replacement costs and concerns been considered?
- i. Willing Seller: If lands are to be acquired, is there clear evidence of a willing seller (without discussing cost or negotiating terms!)?