



COMMITMENTS

DOCUMENTATION AND TRACKING



What is a commitment?

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

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Why are project commitments made?

- Provide assurances to stakeholders,
- To help advance a project to its next phase.

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FDOT Outlined Procedure

- FDOT Topic # 700-011-035-a (November 2012)
- Applies to Central Office, District staff and Consultants involved in the project development process (PD&E, Design, ROW and Construction).

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When are project commitments made?

- During any project phase (PD&E, Design, ROW, Construction, Operations & Maintenance)

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Who is responsible for making project commitments?

- The appropriate FDOT Project Manager

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How are project commitments documented?

- Within the project's environmental document and completion of the Project Commitments Record (PCR).

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Project Commitments Record

Document information:

Document Type:

Date:

FM#:

Project Name:

ETDM #:

Project Limits:

Document Status:

Original PD&E FAP#:

Project Segment Number	Description	To	Approval	Implementation Phase	Status	Comments	Completion Date
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Project Development & Environmental Commitments

Design Commitments

Right-of-Way Commitments

Construction Commitments

Operations & Maintenance Commitments

How are project commitments passed along to future Project Phases?

- The PD&E PM is responsible for providing the PCR and the environmental document to the Design PM.
- At completion of the Design phase, the Design PM is responsible for incorporating the PCR into the Design plans and delivering the updated PCR to the Construction phase PM.
- The Construction phase PM is ultimately responsible for ensuring commitments in the PCR are met and documented.

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Are project commitments readdressed after the PD&E phase?

- Yes, as project Reevaluations are completed by the Environmental Management staff, status updates are provided in the Reevaluation documentation for all project commitments.

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QUESTIONS?

