

DEPARTMENT OF TRANSPORTATION  
LOCATION AND DESIGN  
DESIGN QUALITY INDEX EVALUATION FORM  
(Note: Use the tab key to navigate and complete this form.)

District: \_\_\_\_\_ Project Number: \_\_\_\_\_  
Date: \_\_\_\_\_ UPC: \_\_\_\_\_  
Project Inspector: \_\_\_\_\_  
Project Designer/Coordinator: \_\_\_\_\_  
Design Consultant Firm: \_\_\_\_\_

Description of work: \_\_\_\_\_

Location: From: \_\_\_\_\_ To: \_\_\_\_\_

System:  Interstate  Primary  
 Secondary  Urban Contract Dollar Value: \$ \_\_\_\_\_  
Work Orders: \$ \_\_\_\_\_  
Final Estimate Amount: \$ \_\_\_\_\_

Instructions

This form is to be prepared at or near the completion of the project and discussed at the Post Construction Meeting. Please rate only those factors that pertain to the project. Type N/A for not applicable factors. Use the factor rating descriptions as defined below.

- 4. No design problems - Minor deviations or field adjustments, no plan revisions or work orders processed.
- 3. Some design problems - Minor plan revisions, minor work orders, several field adjustments or time extensions processed.
- 2. Numerous design problems - Plan revision(s) processed, work order or time extension required to construct.
- 1. Major design problem - Major design change required or major time impact to construction.

Provide a brief explanation for why the rating was given with specific examples, if available. To arrive at the Project Index, add all of the scores together, divide by the number of factors used and round the number to the nearest tenth. The form is signed by the Project Inspector and Project Engineer and is then forwarded to the District Construction Engineer for signature and distribution.

SCORE

**CONSTRUCTABILITY** – The ability to construct a project in an orderly and logical manner within the guidelines of the plans, specifications, and other project documents. (Note: Changes made due to the contractor’s preference should not be reflected in this rating.)

Comments: \_\_\_\_\_

**MAINTENANCE OF TRAFFIC** - An orderly and logical sequence of traffic that accommodates traffic and provides safety for project personnel and the traveling public. (Note: Changes made due to the contractor's preference should not be reflected in this rating.)

Comments:

\_\_\_\_\_

**DRAINAGE** – The adequate conveyance of water which protects the facility, environment and private property.

Comments:

\_\_\_\_\_

**DOCUMENT CLARITY** – The ability to easily read and understand the intent of the design (plans and specifications).

Comments:

SCORE

\_\_\_\_\_

**SUBSURFACE INFORMATION** - Accurate and sufficient subsurface information to depict field conditions. (Items such as borings or other soil reports.)

Comments:

\_\_\_\_\_

**SURVEY** - Accurate and sufficient data for control points and the existing topography that ties the proposed design into the surrounding conditions.

Comments:

\_\_\_\_\_

**UTILITIES** - The required adjustments to the proposed and existing utilities which are correctly shown on the documents. (Note: Non-performance by the utility should not be reflected in the rating).

Comments:

\_\_\_\_\_

**EROSION, SILTATION, AND SEDIMENTATION** – Adequacy of items incorporated in the plans to comply with E&S requirements.

Comments:

\_\_\_\_\_

(A) TOTAL FACTOR SCORE

(B) NUMBER OF FACTORS USED

PROJECT INDEX (A)/(B)

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Additional Comments:

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**Project Inspector** date

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**District Construction Engineer** date

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**Project Engineer** date

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**VDOT Designer / Project Manager** date

cc: Chief Engineer  
Project Manager - original  
State Structure & Bridge Engineer  
Location and Design Division (Utilities Section)  
District Location and Design Engineer  
State Survey Engineer

District Construction Engineer  
Project Engineer  
Project Designer/Coordinator  
Residency Administrator  
State Construction Engineer  
QMAC Section Manager