

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: _____

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: _____

SCORE

(A) TOTAL FACTOR SCORE _____

(B) NUMBER OF FACTORS USED _____

PROJECT INDEX (A)/(B) _____

Additional Comments:

Project Inspector date

District Construction Engineer date

Project Engineer date

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