

## CHAPTER 1D - PROJECT DEVELOPMENT

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#### INTRODUCTION

Projects that are determined to be essential are included in the Virginia Transportation Six-Year Improvement Program (SYIP). The Project Development Process begins after Preliminary Engineering Funds have been authorized. The wide range of road plan types developed by the Department provides significant flexibility in the Project Development Process for the Project Manager who is responsible for the project design, compilation of the plan assembly and meeting the project schedule. The Project Manager decides when to proceed with reviews or submissions. All reviews or submissions may not be applicable for every project and the Project Manager is encouraged to take advantage of opportunities, using sound judgment, to expedite the process by omitting unnecessary reviews or submissions. During the project development process there are many correspondence files and other records, which are important to retain. Guidelines concerning records retention are available in [Chapter 2G -14- PROJECT ROUTE FILES AND DESIGN FILES](#). Major steps in the Project Development Process are:

#### LOCATION STAGE

Public Information Meetings  
Location Public Hearing

#### FINAL DESIGN STAGE

Initial Field Review  
Scoping  
Value Engineering Review (if applicable)  
Preliminary Field Inspection  
Preliminary Utility Field Inspection  
Post Willingness or Public Hearing (Design or Combined **Location and Design**\*)  
Constructability Review  
Field Inspection  
R/W Submission  
Pre-Advertisement Conference & Biddability Review  
Plan Submission to Scheduling and Contract Division

PROJECT DEVELOPMENT FLOW CHARTS are available that explain the steps listed above. These charts are from the Management Services Division and are on the VirginiaDOT.org web site. A link is provided for your information <http://www.virginiadot.org/projects/Resources/CE-CEP11x17.pdf> .

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\* Rev. 1/07