

**Form Word:** 2440-1e - Interim Field Plan Review Inspection Checklist

**Section:** Plan Review

**Office/Department:** Engineering Services

**Reports To:** Chief Engineer

**Contact:** 404-631-1000

### INTERIM FIELD PLAN REVIEW INSPECTION REQUEST CHECKLIST

The following Checklist **shall** be completed by the Design Phase Leader and submitted when an Interim Field Plan Review Inspection is requested. **All** necessary items are required in order to schedule an Interim Field Plan Review Inspection. Failure to do so will delay the IFPR. Note: The Project Review Engineer may grant exceptions to these requirements.

The request **shall** include:

- Transmittal letter including description of project
- Printout of the Project Cost Estimate from GDOT 411 or AASHTOWare Project Estimation
- Environmental “Green Sheet” (Signed by the Project Manager), if available
- Written certification stating that the current design for the proposed project is consistent with the approved RTP/TIP/STIP **or** that the design or concept has not changed since the letter issued by the Office of Planning at the PFPR Stage. For projects in the non-attainment areas the certification should come from the State Transportation Planning Administrator. For other projects, including projects exempt from air quality analysis, written certification comes from the Design Phase Leader/Engineer of Record.
- The **MOST UP TO DATE** plans (one (1) 11 x 17 set) **shall** include all plans that will be part of the contract.

Examples are:

- Roadway Plans
- N/A Bridge Plans
- N/A Special Design Wall Plans
- N/A Retaining Wall Plans
- N/A Noise Wall Plans and Details
- N/A Signing and Marking Plans
- N/A Erosion, Sedimentation and Pollution Plan
- N/A Traffic Signal Plans
- N/A Staging Plans
- N/A Staging Cross Sections
- N/A Lighting Plans
- N/A Existing Utility Location
- N/A Proposed Utility Relocations
- N/A Electrical, Gas, Water, and Sewer Plans (if included as a contract item)
- N/A Restoration/Mitigation Plans
- N/A Sediment Basin Construction Details



**References:**

[Click here to enter Policy references, if any.](#)

**History:**

annual review: 09/06/23;

new document: 08/13/18