

Preliminary Utility Engineering Form

(To be completed by Designer)

Project Number:
PCN:

Designer:
Designer Phone Number:
Technical Support Person:

Preliminary Utility Coordination (UTPRE) should have been done before Preliminary Utility engineering (UTENG). The designer should make sure the UTPRE activity has an actual completion date in milestone.

The Preliminary Utility Coordination Form has been reviewed and changes (if any) have been discussed with the Utility Engineer.

Yes

No

Comments/Notes:

The Plan and Profile sheets and Cross Section sheets are required for Preliminary Utility Engineering. Have these sheets been refined to a point where changes to the amount of utility impacts are not expected?

Yes

No

Are utility impacts expected?

Yes

No

Are any utility impacts expected to occur within new Right of Way or Easements?

Yes

No

Are there utility impacts in borrow or waste areas?

Yes

No

Are borrow agreements available from RW section?

Yes

No

Comments/Notes:

Have utility impacts (if any) been minimized?

Yes

No

If no, comment why not:

Is a pre-bid coordination meeting with Utility Companies planned (discuss with Utility Engineer)?

Yes

No

Is a post bid coordination meeting with Utility Companies planned (discuss with Utility Engineer)? Remember to use plan note if yes.

Yes

No

Date discuss with Utility Engineer.

Comments/Notes:

The Lead Designer or Technical Support person shall record the actual completion date for the Preliminary Utility Engineering activity (UTENG) in milestone when utility impacts have been minimized or avoided.

The Lead Designer or Technical Support person shall file this form in FileNet. The FileNet "Subject Title" shall be "Preliminary Utility **Engineering** Form". The Lead Designer or Technical Support person shall send the Utility Engineer a FileNet link to this form by email. The email should also reference the Project ID and PCN.