

# Mobility Advancement Program



## Construction Checklist

CITY INFORMATION	
Contact name:	
Brief Project Description:	
Project Number:	
Issue Date:	
Requested Reply Date:	
Phone Number:	
Engineer Contact information:	

DOCUMENTS SUBMITTED	BROWARD COUNTY'S RESPONSE
<input type="checkbox"/> Signed and Sealed Plans and Specifications (3 sets)	
<input type="checkbox"/> Final Construction Cost Estimates	
<input type="checkbox"/> Bid Documents for Construction	
<input type="checkbox"/> Letter of approval from owner(s) of right-of-way or easements if different from applicant	
<input type="checkbox"/> Permit approval from applicable State, County and local regulatory agencies, maintaining agencies and water management regulatory agencies. (These agencies may include FDOT, Broward County Highway Construction and Engineering Division, Broward County Traffic Engineering Division, Broward County Transit Division, South Florida Water Management District, or Broward County Water Resources Division, etc.)	
<input type="checkbox"/> Scope of work and budget for construction engineering inspection (CEI) services. Scope shall include adequate resources to monitor and inspect construction performance to ensure compliance with standard construction standards and practices, monitor construction progress and schedules, perform necessary design services during construction, perform testing, prepare change orders, mitigate claims, and prepare signed-and-sealed as-built drawings.	
<input type="checkbox"/> Construction Phase Budget (including final construction cost estimate, allowed contingency, and CEI costs)	
<input type="checkbox"/> Construction Schedule (i.e. 2 years for construction, this is not a detailed critical-path-method type schedule)	

**VERIFICATION DOCUMENTS** (The following documents verify eligibility of project elements and determine eligible Surtax funding.)

**For Drainage Projects:**

Submit calculations showing the eligible size of stormwater facilities based on the road area and their associated costs. Only drainage improvements associated with the stormwater runoff from a public roadway are eligible for Surtax funding. Several municipalities have commented that some unavoidable runoff from adjacent properties onto the road do occur. In consideration of these comments, Broward County will accept using the width of the road right-of-way plus up to 10 feet on each side of the right-of-way to calculate the eligible size of the stormwater system. Increases to the stormwater system size to accommodate a drainage area greater than eligible size will not be funded by the Surtax. This information should be available from the Design Phase. **If this information was not provided in the Design Phase, please include the drainage analysis in your submittal.**

**For All Projects:**

Submit the following information:

- Statement confirming that there is no high-end decorative lighting, decorative road signage, brick pavers, or similar items in the project, or
- Statement confirming there is high-end decorative lighting, decorative road signage, brick pavers, or similar items in the project. Provide an itemized listing of the ineligible items, quantities, associated units costs, and the total cost. Applicant shall estimate the cost of these items as standard roadway items. The differential cost between a decorative item and its standard roadway counterpart (i.e paver sidewalk versus concrete sidewalk) will not be funded by the Surtax. Submit a cost estimate without the differential costs for decorative items. This information should be available from the Design Phase.