APPENDIX C

Forms for Project Description and Goals

Project goals and project description have direct impact on delivery method selection. Chapter 4 of this guidebook provides details and examples. This appendix provides the reader with a checklist and a blank form to document the project description and project goals.

Project Description Checklist

The following items should be included in the project description. The relevant documents should be added as appendices.

- D Project Name
- **D** Location
- □ Mode of Transportation
- Estimated Budget
- **D** Estimated Project Delivery Period
- **D** Required Delivery Date (if applicable)
- □ Source(s) of Project Funding
- Project Corridor
- Project Corridor Dimensions
- □ Major Features of Work (track, stations, parking structures, platforms, etc.)
- □ Ridership Forecast
- □ Rate of Return on Capital Investment/Payback Period (if applicable)
- □ Major Schedule Milestones
- □ Major Project Stakeholders
- Labor Union Status
- □ Major Challenges (as applicable)
 - o With Right-of-Way, Utilities, and/or Environmental Approvals
 - o During Construction Phase
 - o During Operation and Maintenance
- □ Main Identified Sources of Risk
- Sustainable Design and Construction Requirements

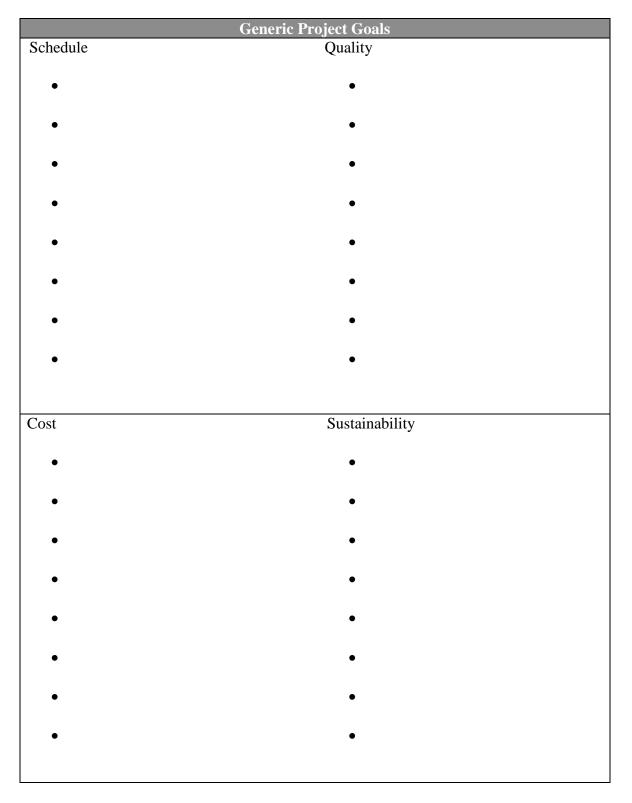


Table C-1 - Project Goals and Objectives: