## APPENDIX C

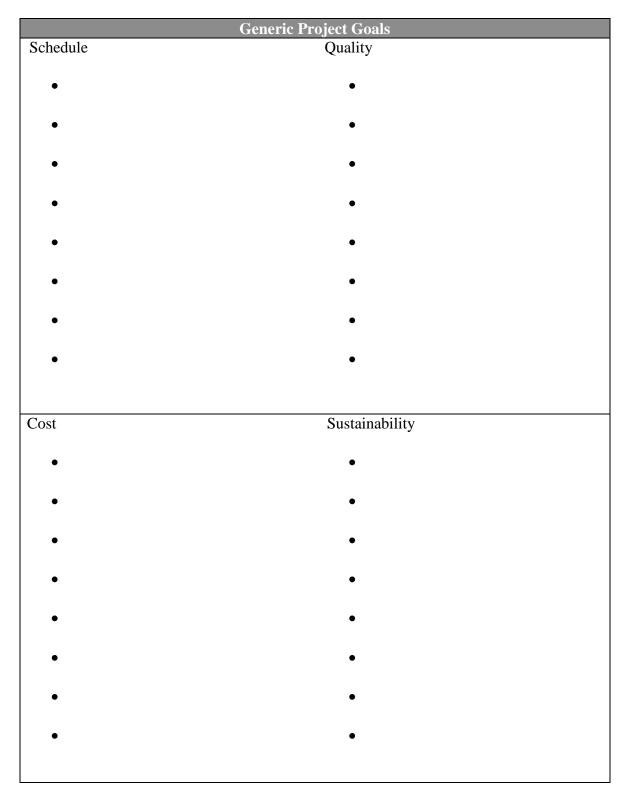
## Forms for Project Description and Goals

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: