**IOWA DEPARTMENT OF TRANSPORTATION**

**TO OFFICE:** District # **DATE:** Date

**ATTENTION:** District Engineer **REF.:** County

Phase #

**FROM:** Field Exam Engineer or DPE or Consultant Project Code:

**OFFICE:** Design

**SUBJECT:** Field Exam Review (D-2)

Date of review and attendees

This project involves (Project concept)

Highway \_\_ is a service level “\_\_” roadway. The 20\_\_ ADT is estimated to be \_\_ VPD with \_% trucks. The 20\_\_ ADT is estimated to \_\_ VPD with \_% trucks.

The proposed project will involve \_\_\_. (Include if applicable: typical section - pavement width, shoulder width and type, effective shoulder width, foreslopes, etc.; Interchange descriptions; bridge TS&L information; information on side roads impacted – width, type, etc.)

Traffic Control/Staging, Detours Etc. (Describe in letter)

Is ROW is required? State the D5 date along with the D3/B1 date

Access control

This waterway is (or is not) on a state water trail or paddling route.

Add if applicable:

County, city, railroad agreements needed

Lighting, traffic signals and signing needed.

Contractor furnished borrow required and quantity of material needed.

ADA accommodations required.

Is a cultural review of the need lines needed? (List P03 date if applicable)

No plan sheets are included in this submittal; however, plan sheets may be viewed on the network at pw:\\projectwise.dot.int.lan:PWMain\Documents\Projects\………………

This project is currently scheduled for a \_\_\_ letting. The estimated cost of construction shown in the final concept was $\_\_\_. The current cost estimate is $\_\_\_.

**Machine Guidance Electronic Files Checklist**

*Add information to address any incomplete items below:*

**Yes N/A No**

Horizontal and Vertical Alignments Complete

Typical Templates showing proposed Pavement, Shoulder, Foreslope design

Correct Feature Naming for Roadway Breaklines and Components

cc: B. Hofer S. J. Gent M. J. Kennerly

W. A. Sorenson E. C. Wright K. D. Nicholson

B. Bradley K. K. Patel K. Brink

J. E. Laaser-Webb C. Poole N. Pohlen

N. L. Cuva M. A. Swenson C. B. Brakke

D. E. Sprengeler J. S. Nelson M. V. Dyke

M. Nop S. P. Anderson D. Stokes

B. Smith M. Dell R. Harris

D. Heeren D. T. Ta J. E. Bartholomew

G. Cagle D. Blue S. Cook

J. Hart S. Majors J. Ellis

B. Worrel R. Meyer

T. Quam (RR) Design Project Engineer

District Engineer Assistant District Engr. Resident Const. Engr.

District Utility Coordinator District Const. Engr. Local FHWA

Others on Field Exam

**Field Exam letter, electronic submittal, sent by the Field Exam Engineer or Section Engineer.**

**You can use the sample email below to paste the text and cc list into your email.**

**From:** Your name will appear here automatically (Section Engineer)  
**Sent:** Date will appear automatically

**To:** District Engineer

**Cc:** Kennerly, Michael; Nicholson, Kent; Brakke, Chris; Nelson, James S; Nop, Michael; Ellis, Jimmy; Majors, Shawn; Swenson, Mark A; Stokes, Danny; Hofer, Brad; Gent, Steve; Sorenson, Willy; Wright, Eric; Brink, Kenneth; Poole, Chris; Laaser-Webb, Jan; Anderson, Stuart; Sprengeler, Dan; Cuva, Nicole; Add DPE’s or Field Exam Engineer: Patel, Kevin; Bartholomew, John; Dell, Mark; Harris, Rachel; Pohlen, Nathan; Bradley, Bryan; Smith, Brian; Ta, Dung; Van Dyke, Mark; Heeren, Douglas; Cagle, Gregory; Blue, Dana; Cook, Sarah; Hart, John; Worrel, Brian; Meyer, Ronald;

**District Engineers:**

District 1 - Smyth, Allison;

District 2 - Humpal, Nickolas;

District 3 - Felix, Jessica;

District 4 - Schram, Scott;

District 5 - Younie, Bob;

District 6 - Schnoebelen, Jim;

**Design Project Engineers:**

Holst, Jason; Flattery, Paul; Jia, Yanxiao;

**District 1:**

Vortherms, Jeremey; Hoskins, Jenny; Skogerboe, Dustin; Leong, Frank; Adey, Ben; Matulac, Donna; Passick, Sean; Nixon, Scott;

Location and Environment (Cultural, T&E, Water)

Becker, Janee; Garton, Jill;

Asberry, Claire; Boone, Greene

Carlson, Michael; Polk, Story, Webster

Beavers, Brandy; Jasper, Poweshiek

Sloppy, Mark; Marshall, Tama

Walls, Brandon; Grundy, Hamilton, Hardin

**District 2:**

Kelly, Mary; Thede, Barry; Ruter, Jason; Loecher, Ron; Kubik, Tyler; Erickson, Daryl; Gelhaus, Roy;

Smith, Kevin; *Bridge Projects*

Location and Environment (Cultural, T&E, Water)

Bacon, Jeff; Struecker, Brock; Walls, Brandon;

**District 3:**

Tymkowicz, Shane; Huju, Todd; Pryor, Dylan; Klemme, Jason; Sievers, Laura; Mulvihill, Kelly; Bishop, Darwin;

Williams, Doug; *(Maintenance and 3R Projects)*

Location and Environment (Cultural, T&E, Water)

Becker, Janee; Struecker, Brock; Carlson, Michael;

**District 4:**

Mayberry, Wes; Schram, Scott; Dorsett, David; Epperson, Nathaniel; Redmond, Daniel; Sallach, Jason *(Maintenance Projects)*;

Lechnowsky, Orest; Kohl, Jason; Harrison, Pottawattamie, Mills, Fremont, Page, Montgomery, & Shelby

Malone, Travis; Mocha, Nicholas; Audubon, Cass, Adams, Taylor, Guthrie, Adair, Union, Ringgold, Dallas, & Madison

Location and Environment (Cultural, T&E, Water)

Woodcock, Jacob; Garton, Jill; Asberry, Claire;

**District 5:**

McElmeel, Steven; Finarty, Liz; Clancy, Bonnie; Bielser, Darrick; Claeys, Mark;

Location and Environment (Cultural, T&E, Water)

Woodcock, Jacob; Garton, Jill; Beavers, Brandy;

**District 6:**

Tibodeau, Jesse; Abu Afifeh, Ahmad; Holak, Hugh; Lamping, John; Simonson, Adrian; Flockhart, Steven; Alvarez, Danielle;

Location and Environment (Cultural, T&E, Water)

Bacon, Jeff; Struecker, Brock; Sloppy, Mark;

Local FHWA: [Program.Delivery-IA@fhwa.dot.gov](mailto:Program.Delivery-IA@fhwa.dot.gov). FHWA will be added on interstate inlay/reconstruction projects.

Railroad impacts: Quam, Tami;

Others who attended the field exam.

**Major Alignment, Intersection and/or Interchange Work**

If major alignment changes are made at any point (such as bypasses, new interchanges, or significant changes, not just a 4-foot adjustment, etc.), please include: Nielsen, Stuart; Bernhard, Charles;

**When Machine Guidance Electronic Files are required:**

Nielsen, Stuart; Thiel, Michael; Richardson, Curtis; Bowman, Tommy; Filides, Brandon;

**For Major Projects with a P03 Event**

Poole, Angela;

**NEPA contacts whenever Federal Aid is involved.**

District 1,3 – Newell, DeeAnn; Ebel, Shelby;

District 2,5 – Newell, DeeAnn; Leanos, Pedro;

District 4,6 – Newell, DeeAnn; Schwake, Christine;

**District TSMO Engineers:**

Swisher, Andy; District 1, District 2 (except Blackhawk Co.), and I-35 in District 5

Yates, Austin; District 3 and District 4

Abuissa, Newman; District 6, District 5 (except I-35), and Blackhawk Co. (District 2)



**Subject:** Field Exam (D-2) Insert Project number

The Field Exam was held on (date). Please access the links below:

**Field Exam Letter:** Place\_Link\_Here

**Plans:** Place\_Link\_Here

**Cross Sections:**   Place\_Link\_Here

**Photos:**   Place\_Link\_Here

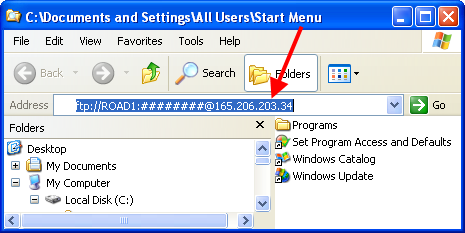
These files have also been placed on the FTP site for FHWA retrieval. See instructions below.

If you have any questions or comments feel free to email me.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

The user name and password below can be found in your section folder inside the FTP\_Access folder.

<ftp://UserName:Password@165.206.203.34>

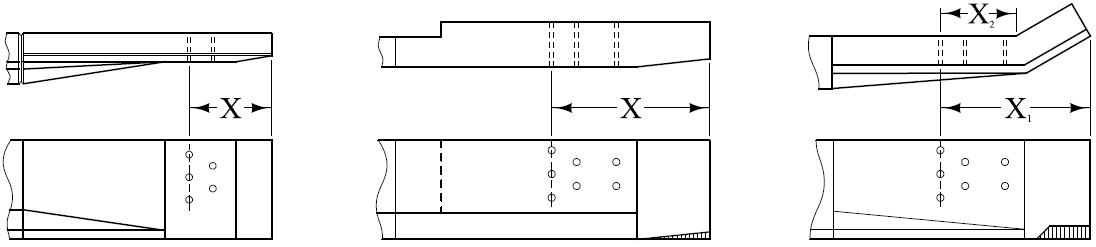
Copy & Paste the FTP Site address, listed above, into the Windows Explorer **Address** field, as shown at the right, and press the **Enter** key.

**NOTE:** Do not use IE, (Internet Explorer), as it may not produce correct results.

For complete FTP Site information, see the following instruction file:

[W:\Highway\Design\Instructions\FTP Site Access\_21M-01.doc](http://www.iowadot.gov/Instructions/FTP%20Site%20Access_21M-01.doc)

Measure the distance, X, from the 3 bolt hole location to the end of the bridge rail end section, see below. The most common bridge rail end sections are shown.



If needed, provide a sketch of the bridge rail end section.

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| --- | --- | --- | --- | --- |
| Bridge Design Number | Corner | X (inches) | X1 (inches) | X2 (inches) |
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