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| *Project Information* |  | [ ]  *Design-Bid-Build, DBB* |  | [ ]  *Design-Build, DB* |  | [ ]  *To be determined* |
| Project Title |
|  |

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| State Route | MP | to | MP | County(s) | Region | % Design complete |
|  |  |  |  |  |  |

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| Project Internet site |
|  |

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| List all funding source information—CWA, TPA, Nickel, PEF, RTID, Federal, Federal Aid Number, % Federal Aid, etc. |
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| [ ]  Design/Bid/Build → | Preliminary Engineering | Right-of-way | Construction | Target Ad Date | TargetRFP Date | Target CNComplete Date |
| [ ]  Design/Build → | Owner Conceptual Design | Right-of-way | Design/Build | Target RFQ Date |
| Current Estimate |  |  |  |  |  |  |
| Current Budget |  |  |  |  |  |  |

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| --- |
| Project information may be copied from other documents and placed on shared FTP or SharePoint site:  |
| ● Basis of Estimate, and Estimate | ● Project Scope | ● Project Management Plan |
| ● Project Scope & Description | ● Legislative Intent | ● Risk Management Plan |
| ● Need(s) Baseline & Contextual | ● Project Charter | ● Previous workshop/study reports |
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| FTP or SharePoint Site for information sharing: |  |

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| *Significant Areas of risk, major issues, and focus* |

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| --- | --- | --- | --- | --- | --- | --- | --- |
| [ ]  | Environmental |  | [ ]  | Utilities |  | [ ]  | Contracting/Procurement |
| [ ]  | Structures/Geotech |  | [ ]  | Railroad |  | [ ]  | Construction/MOT/Staging |
| [ ]  | Design (Roadway, Hydraulics, etc.) |  | [ ]  | Partnership/Stakeholders |  | [ ]  | Cost Estimate |
| [ ]  | Right-of-Way |  | [ ]  | Management/Funding |  | [ ]  | Schedule |

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| Describe project concerns for the areas identified above and/or other concerns |
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| List Stakeholders |
|  |

setup group number

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| work order number | group | work op | control section | pin | win |
|  |  |  |  |  |  |
| Complete this form and: | Name |
| Email | Your [Region Value Engineering & Risk Assessment Coordinator](https://wsdot.wa.gov/engineering-standards/project-management-training/project-management/value-engineering) |  |
| cc | Your [Assistant State Design Engineer (ASDE)](https://wsdot.wa.gov/publications/fulltext/design/ASDEAssignments.pdf) |  |
| cc | Your Assistant State Construction Engineer (ASCE) |  |
| cc | Your Area Consultant Liaison (ACL) |  |
| cc | HQ Project Analysis Office VE/Risk VERA@wsdot.wa.gov |  |

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| --- | --- | --- |
| Date Submitted |  | Allow 12 to 16 weeks from submittal to workshop for preparation activities. |

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| *Type (check all the apply)* [ ]  *Update* [ ]  *Informational – managed by your office or region* |
| [ ]  Value Engineering (VE) Study | [ ]  Cost Risk Assessment (CRA) | [ ]  Constructability |
| [ ]  VE Risk Assessment (VERA) | [ ]  Cost Estimate Validation Process (CEVP) | [ ]  Team Building |
| [ ]  *Other (please describe)* |
| Date Preferences: | Draft Results | Resolve/Respond | Final Report | other |
| Prep meeting | Main Meeting |
|  |  |  |  |  |  |
| Format Preference: |  |  |
| [ ]  Virtual | [ ]  In-Person | [ ]  Combination |
| [ ]  No Preference | County: |  |

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| --- |
| *Project Team Information* |
| Project Manager | Telephone | Org Code | Mailstop |
|  |  |  |  |
|  |
| For outside services, confirm DES Contract Management Training has been completed. Date Completed ☞  |  |
| Mailing Address |  |
|  |

Project Team Contacts:

|  |  |  |  |
| --- | --- | --- | --- |
| Name | Title | Telephone | E-mail |
|  | *Quality Reviewer* |  |  |
|  | *Report Editor* |  |  |

*Commitment to collaboratively ensure quality reports.*