**MassDOT Highway Division**

**Incentive/Disincentive and Lane Rental Checklist, Part I**

**(to be completed at 25% Submittal Stage)**

**Date:** **Project No.:** **Project Manager:**

**Project Name:**

**I. Project Characteristics**

In order for a project to be considered for the use of I/D or lane rental provisions, the work must involve the reconstruction or rehabilitation of an existing facility that will cause severe disruptions to traffic and cause a significant increase in roadway user cost.

Projects that include extensive work to be performed by third parties, such as those involving complicated utility relocations, and railroad work should not be considered for I/D or lane rental provisions. OK to Consider Not OK to Consider

Reason(s) for Not Considering:

(additional sheets may be attached if required)

Projects must have one or more of the following characteristics to be considered:

Answer **Y**es or **N**o to each statement below.

**Y/N**

1. The Current Year Peak Hour traffic volumes are equal to or greater than 1,600 passenger cars per hour per lane.

* PC/H/LN =

2. The current pedestrian volumes are greater than 60 pedestrians per hour.

* P/H =

3. The project consists of work that will complete a gap in the highway system.

* Describe the gap:

4. The project includes lane restrictions on a major bridge or bridges.

* Identify the Bridge(s):

5. The project involves a detour or detours.

* Detour description:

6. The project will cause a significant impact on adjacent neighborhoods, businesses, tourist destinations or other travel modes.

* List impacted areas and describe impacts:

7. The project will cause a significant impact to services such as Police, Fire, Transit, EMS, school busses.

* List impacted services and describe impacts:

8. The traffic control plan allows the contractor flexibility in scheduling work to minimize public impact, such as night work or off-peak hours.

* Traffic Control Plan restrictions:

9. The cost savings to the highway user exceeds the additional cost to minimize lane closure.

**MassDOT Highway Division**

**Incentive/Disincentive and Lane Rental Checklist, Part II**

**(to be completed at 75% Submittal Stage)**

**Date:** **Project No.:** **Project Manager:**

**Project Name:**

**II. Project Requirements**

In addition to having one or more of the project characteristics noted under Part I of this checklist, a project must also satisfy **all** of the following requirements in order to be considered a good candidate for I/D or lane rental provisions:

Answer **Y**es or **N**o to each of the three (3) statements below.

**Y/N**

1. The right-of-way (ROW) Certificate for the project will be issued prior to the project advertisement and there will be no unresolved ROW issues.

2. The contract documents can clearly define the start and end of the I/D phase or phases.

3. The plans and specifications will be complete and accurate at the time of project advertisement and clearly illustrate what is to be constructed as well as show and fully describe any unusual and/or special conditions, situations and/or restrictions the contractor must work under, all of which should reflect a low probability of extra work orders being required during construction. Only minor plan revisions and a small number of RFIs (Requests for Information) are typical for this type of project. This requirement does not apply to Design-Build (DB) projects, but the following one does. Any DB project that proposes to include a schedule Incentive/Disincentive provision shall be required to submit a fully-developed Base Technical Concept as part of the 25% Submittal documents listed in Engineering Directive E-21-003 titled Incentive/Disincentive and Lane Rental Contract Provisions.