Azet 7	4 400-202	0-5702
Project Management - Pre-project checklist		Traffic Signal Preemption Syst
Submitted by: T. Darby	Project Owner	: Chief Joey Darby
Expected Project Start Date Expected Project Completion Date	10-31-2018	
is this project listed on the capital project plawhat is the amount listed on the capital proj What year is it listed?	anning document? ect plan?	850,000
If not, get approval from Mike Thompson to Mike (Must have Mike initial and date)	proceed with planning the	e project.
Brief Project Description This project includes Signal Preemption Sys	ten tor 3	TATE SECTIONS
Location (Description and tax parcel Identity Intersections include Hwy 59 / CR 20;	ication number(s)) Hwy 59/H FBE/CR 20	wy 98; Hwy 59/Azalea; Hwy 59/Mil
Project type (select one) Building construction of Property improvement Infrastructure repair or Other, Please explain	(examples: parking lots, poo	ols, playgrounds, ball fields, streetscape, signage, etc.) ads, drainage, right of ways, etc.)
Will this project include grant funds? If yes, please list Grantor:	No	
Will this project have a third party manage If yes, please list third party manager	r?	
Discuss your project with each of the follow Individual	ving individuals. You must Department	have initials and date for each section below. Documentation Required:
Miriam Boutwell Initials & Date	Planning	Review of the desired location & use to determine if the property is correctly zoned; a site plan to check setbacks, etc.; and a record of
Miriam Boutwell	Zoning	the Planning Commission recommending approval of the project.
Initials & Date /// 1/31//8 Chuck Lay	Building, Flood & Historical	Review of the desired location and desired use to ensure all requirements are met including but not limited to building codes, architect requirements, etc.
BH 7/31/18 Brad Hall Nelson Bauer	Fire	Determination of potential needs related to active/ passive fire protection, fire department access roads, egress, and all other requirements as determined by the International Codes.
Initials & Date Chad Christian Initials & Date	Engineering	Determination of potential need for input from the City engineers.
Leslie Gahagan	Environmental	Determination of potential environmental issues or permits.
Initials & Date Gary Schrader	IT / GIS	Determination of IT needs with Gary such as internet access, networking, phones, security cameras/door access control systems, computers, copiers, etc.
Initials & Date John Graham	Horticulture	Determination of any changes to landscaping needs.
Initials & Date 8//3 Joe Bouzan	Project / Risk Management	Project Management review. Determination of insurance cost to include in budget.
Initials & Date Miranda Bell	Finance	Budget review and account number assignment.

Initials & Date