

### Exhibit 11-F Sample Design Fact Sheet

Dist: \_\_\_\_\_ Date: \_\_\_\_\_  
Co: \_\_\_\_\_ Prepared by: \_\_\_\_\_  
Rte: \_\_\_\_\_  
Project Cost: \_\_\_\_\_

1. Existing Conditions
  
2. Proposed Work and Non Standard Features
  
3. Standard for Which Alternative is Required
  
4. Collision Analysis
  
5. Design Year Traffic Volumes
  
6. Added Cost to Make Standard
  
7. Description of Any Additional Work to Enhance Safety
  
8. Reason for Requesting Alternative

Alternative Approved: \_\_\_\_\_ Date: \_\_\_\_\_  
PUBLIC WORKS DIRECTOR (or DELEGATE TITLE)

Distribution: Original retained in project files

## INSTRUCTIONS FOR DESIGN FACT SHEET

### 1. Existing Conditions

Describe existing facility. Number of lanes, median width, shoulder width, etc. Describe width of adjoining sections if that information is relevant, for example on 3R projects.

### 2. Proposed Work and Non Standard Features

Describe work to be done. Resurfacing, shoulder widening, bridge widening, etc. Describe the non- standard design element that required the alternative.

### 3. Standard for Which Alternative is Required

Be specific. Name the source, i.e., 3R Criteria, *Instructions for AASHTO Green Book Implementation*, or *Highway Design Manual*.

### 4. Collision Analysis

Describe the type(s) of collisions that are occurring and what effect the design alternative is expected to have on them.

### 5. Design Year Traffic Volumes

If a 3R project, use construction year. Otherwise, use design year (usually 20 years in the future).

### 6. Added Cost to Make Standard

Show what it would cost to meet the standard for which the alternative is being requested. If more than one quadrant is involved in the approach rail design request, cost shall be broken down on a per quadrant basis.

The Fact Sheet should also be accompanied with a detailed drawing of the bridge site along with topographical features (right of way lines, side road widths, physical obstructions, etc.) 100 feet from beginning and ending of the bridge.

### 7. Description of Any Additional Work to Enhance Safety

Mention any additional work which would qualify for safety enhancement such as median barrier, guardrail upgrade, slope flattening, super correction, elimination of roadside obstacles, additional lane and shoulder width, alignment improvement, etc.

### 8. Reason for Requesting Alternative

Be thorough, but brief. These are some, but not all of the reasons the alternative has been granted in the past: high cost, environmental sensitivity, low accident rates, and postponement of bridgework.

The Design Fact Sheet must be signed, stamped with engineer's seal, approved by Director of Public Works or the person whom approval authority has been delegated, and retained in the project files.