

NEPA Introductory Course: Commitments

Welcome to the National Environmental Policy Act, also known as NEPA, Introductory Course on Commitments, provided by the Florida Department of Transportation's, or FDOT's, Office of Environmental Management, or OEM.

This training is part of a series of introductory courses that provide guidance on FDOT's process for complying with NEPA, called Project Development and Environment or PD&E.

Please see the Environmental Management Academy Course Catalog in the FDOT Learning Curve or the Office of Environmental Management Website PD&E Training Track for other computer-based trainings in this series. Several of these trainings are referenced throughout this CBT. A link to these sites can be found on the resources page.

"The environmental review, consultation, and other actions required by applicable federal environmental laws described in this training are carried out by FDOT pursuant to 23 U.S.C. Section 327 and a Memorandum of Understanding dated December 14, 2016, executed by the Federal Highway Administration and FDOT."

The purpose of this course is to provide instruction on Commitments as described in the PD&E Manual.

Commitments Lesson Outline

This training will have five lessons:

Lesson 1 will provide an overview of Making Project Commitments, including their role in the project, and commitment documentation and tracking procedures.

We will then delve into specifics about commitments and their role in transportation projects.

Lesson 2 will discuss commitments originating in the PD&E phase.

Lesson 3 will discuss documenting commitment status during a Re-evaluation.

Lesson 4 will discuss commitments in the Design phase; and

Lesson 5 will discuss commitments in the Right of Way, Construction, and Operations and Maintenance phases.

Lesson 1: Making Project Commitments

Let's begin with Lesson 1.

We will cover what a commitment is, as well as associated requirements.

Part 2, Chapter 22 of the PD&E Manual

Guidance on making and documenting commitments is provided in Part 2, Chapter 22 of the PD&E Manual. You may want to have this chapter handy as you go through these lessons.

This chapter is available on FDOT's Office of Environmental Management, or OEM's, website. This link can also connect you to other chapters of the PD&E Manual that are referenced throughout this training.

Project Commitment Tracking Procedure

FDOT's Project Commitment Tracking Procedure ensures that commitments are documented and can be tracked throughout the life of a project. The protocol provides guidance for making and tracking commitments in all phases of project delivery. This procedure is available on FDOT's Policy and Process Management Unit's website.

A link to this website can be found on the resources page of this CBT.

Project Suite Commitments Module

Commitments must be tracked using the Project Suite Enterprise Edition or Project Suite Commitments Module. Project Suite can be used to generate a Project Commitments Record, or PCR, to track commitments into Construction and Maintenance.

A run-through of documenting commitments in the Project Suite Commitments Module is available in a recorded Commitment Tracking Procedure Training Webinar. This webinar is available on the OEM website, in Training Track 3.

A link to this website is found on the resources page.

What is a Commitment?

A Commitment is an obligation to an external stakeholder to provide a feature or perform an action related to a project that will be implemented in a future project phase. Project commitments naturally occur as a result of external coordination and negotiation. Thus, separate and written agreements may precede or follow commitment establishment.

This training will focus on making commitments during the PD&E phase and tracking them throughout subsequent phases of project development.

Why do we make Commitments?

Commitments are an important component of a transportation project, as they provide assurance to agencies and other stakeholders that identified issues will be addressed in a future phase of project delivery. They are made for a variety of reasons. In the PD&E phase they may be made to satisfy NEPA requirements.

They may be made to progress a project during the PD&E phase or other subsequent project phases, as a result of coordination or consultation with agencies, the local community, or other stakeholders on social, cultural, physical, natural or engineering issues or resources. This type of commitment is called an Environmental Commitment.

Commitments may also be needed to advance the project to the next phase of project development.

When are Commitments Made?

Project commitments may be established during the PD&E, Design, Right of Way, and Construction phases of a project, but are most commonly established during the PD&E phase. As a result, this CBT focuses most heavily on this project phase.

Commitments are rarely established during the Planning phase of a project due to uncertainties of project impacts during this early project phase.

Who Makes Project Commitments?

The Project Manager or Administrator for each project phase is responsible for establishing commitments and coordinating with those who may be tasked with implementing actions associated with the commitment. The Project Manager may need to coordinate with the District's Environmental Office, Design Office, Permit Coordinator, Right of Way Office, Construction Office, or Maintenance Office when making a commitment to ensure that the commitment is feasible.

The Project Manager should obtain any necessary approvals within FDOT prior to agreeing to or making any project commitment. The approval of a commitment is at the discretion of each District and is evaluated based upon the magnitude of impact it has on FDOT resources.

Consultants cannot make commitments on FDOT's behalf, nor can FDOT make commitments on behalf of an external stakeholder - without written agreement. Recommendations from the consultant regarding commitments should be discussed with the District's Project Manager.

Project Manager Responsibilities

The District's Project Manager is responsible for making commitments during that phase. The Project Manager first coordinates with other offices, agencies, and the public to establish the necessary commitments. This involves coordination with other offices within FDOT that may be tasked with implementation of the commitment in a later phase.

The Project Manager should ensure that commitments are fully documented and tracked. Lastly, the Project Manager is responsible for transmitting the Project Commitments to the next phase of the project.

Commitment Considerations

The following are some questions to ask yourself when developing commitment language:

- Are the proposed actions reasonable and feasible?
- Are proposed commitments consistent with commitments made on previous projects?
- Are the commitments clear and concise as written?
- If any commitments are measurable, is it possible to establish reasonable and achievable success parameters?
- Do any of the commitments contradict other commitments or requirements?

- Will the commitments cause constraints or otherwise impact future project phases?
- Are FDOT resources available at the levels and for the timeframes committed to?
- Is there a potential for any of the commitments to set a statewide precedent?
- And, will any commitments require legal or maintenance agreements with other entities?

Commitment Development Tips

Here are some points to remember when developing commitments:

FDOT's required standards, procedures, and policies should not be duplicated as commitments. For example, if the necessary action is included in FDOT's **Standard Specifications for Road and Bridge Construction**, it should not be included as a commitment.

Therefore, when drafting commitments, check FDOT's **Standard Specifications for Road and Bridge Construction** to ensure the action isn't already incorporated there. This helps to streamline requirements, as well as avoid redundancy and possible conflict among contract documents.

It is also important to coordinate commitment language with District Subject Matter Experts and FDOT managers to ensure that commitments are worded correctly and are appropriate to the project.

There are situations in which a unique commitment must be drafted to satisfy agency requirements. In this situation, it is important to involve both internal FDOT Subject Matter Experts and representatives from the agency when drafting the commitment language, to ensure the commitment will satisfy its intended purpose without adding unnecessary actions.

Consulting Subject Matter Experts and FDOT management will help ensure that commitment-related needs for future phases are accurately assessed and necessary resources can be allocated. Subject matter experts and managers can also advise if a commitment is likely to set an undue statewide precedent, or would require legal agreements.

In general, when drafting commitments, do not make them so broad that the intent is unclear, or so restrictive they are not achievable. Also, do not make commitments on behalf of other agencies, Metropolitan Planning Organizations, or other stakeholders.

Do not to make a commitment that links two independent projects or NEPA actions. And do not make internal commitments between FDOT offices. The Project Manager should track inter-office coordination requirements separately.

Lastly, do not rely on commitments alone to inform a project's scope of work. The commitments are just one aspect of the project and are not inclusive of all necessary actions.

Examples of Project Commitments

The following are some examples of typical project commitments:

- Commitments to include certain design features meant to minimize adverse effects on identified environmental resources;
- Commitments to complete actions during design or permitting meant to further define potential impacts on resources;

- Commitments to complete actions during the construction phase to minimize potential impacts on resources, for example, commitments to implement agency construction provisions to protect species; and
- Commitments to implement context-sensitive solutions or design features.

Local Agency Program Commitments

On Local Agency Projects, the FDOT Project Manager should coordinate with the local agency to identify their responsibilities related to commitments and ensure the commitments document the Local Agency responsibilities. This will ensure that the FDOT does not become obligated to fulfill Local Agency commitments.

Why must we keep Commitments?

It is important to honor commitments to:

- Comply with NEPA;
- Maintain FDOT credibility; and
- Implement the project as presented to stakeholders, including the public.

What if a Commitment is No Longer Valid?

If a commitment is no longer valid, the Project Manager must contact the individual, group, or agency to whom the commitment was made and explain that the commitment is no longer valid. For example, if a commitment was made to move large trees to another area, but during design, additional avoidance measures were employed and the trees were no longer being impacted, the commitment to move the trees is no longer needed. Resolution of commitments, or rationale for why a commitment is no longer valid, must be carefully documented.

Lesson 2: Commitments in the PD&E Phase

In Lesson 2, we will discuss commitments originating in the PD&E phase.

PD&E Project Manager Responsibilities

As noted earlier, the FDOT Project Manager has certain responsibilities related to project commitments. For a PD&E Project Manager, a couple additional things stand out. The Project Manager addresses recommendations from the Planning phase and ensures that all agency correspondence related to commitments is maintained. The Project Manager often coordinates with other offices when making commitments.

Example of Coordination

For example, if committing to a wildlife crossing, they must coordinate with other FDOT offices such as Environmental, Roadway, Structures, Drainage, Permits, and/or Construction.

Documents Commitments

The Project Manager also ensures commitments are documented in the Commitment section of the Environmental Document then enters them into the Project Suite Commitment Module so they can be transmitted to the Design and Construction Offices.

Addressing Recommendations from the Planning Phase

During PD&E, the District staff should review the General Project Recommendations section of the Efficient Transportation Decision Making, or ETDM, Programming Screen Summary Report.

The Project Manager should then determine which recommendations remain applicable to the project, and whether they should become commitments during PD&E. The Recommendations and their applicability should be discussed in the Environmental Document. This may require coordination with the Environmental Technical Advisory Team, or ETAT, member that made the recommendation.

Making Commitments in PD&E

During the PD&E phase, environmental commitments are made to agencies, the local community or other stakeholders. They may be necessary to address social, cultural, physical, or natural issues and to advance the project.

Examples of Environmental Commitments

The following are examples of typical environmental commitments:

- Example 1: “FDOT will commit to watching for gulf sturgeon during project construction and will inform the construction contractor of the requirement to adhere to the most current Construction Special Conditions for the Protection of the Gulf Sturgeon to minimize unintended impacts to the species.”
- Example 2: “FDOT will commit to watching for sea turtles and small-tooth sawfish during project construction and will inform the construction contractor of the requirement to adhere to the most current Sea Turtle and Small-tooth Sawfish Construction Conditions to minimize unintended impacts to these species.”
- Example 3: “FDOT will implement a Marine Wildlife Watch Plan, which includes Standard Manatee Conditions for In-Water Work. FDOT will require the construction contractor to abide by all protection conditions during construction.”
- Example 4: “If blasting is required, consultation will be conducted with the U.S. Fish and Wildlife Service to address the West Indian manatee and gulf sturgeon and with the National Marine

Fisheries Service for sea turtles and small-tooth sawfish. A blast plan will be submitted to these agencies for approval prior to construction.”

- Example 5: “FDOT will construct an 8-foot wide multi-use path on the south-side of the proposed facility, between Lombardi Street and Gracious Way. Streetlights which match the character of the historic district will be used...”

Examples of what should **NOT** be an Environmental Commitment

The following are examples of what should **NOT** be an environmental commitment during the PD&E phase or future project phases:

- Example 1: “Potential environmental impacts will be minimized by adherence to the Protection Measures for the Eastern Indigo Snake (revised December 1, 2013) during construction.”
 - The Problem is: Referencing dates can be problematic as standards may be updated but the commitment must stay the same, potentially causing confusion.

This **WOULD** be an appropriate commitment by saying most recent version” of the provisions would be used during construction.

- Example 2: “FDOT will coordinate with USFWS during the Design phase.”
 - The Problem is: This commitment is too vague.

It may be interpreted in different ways and unclear what the purpose or end point is for this commitment.

- Example 3: “FDOT commits to archaeological monitoring during construction.”
 - This commitment is also too vague and may set a precedent or expectation with an external agency.

Even if the agency did not initially require this commitment, they may come to expect it.

- Example 4: “FDOT will avoid and minimize environmental impacts.”
 - The Problem is: This is a redundant and unnecessary commitment in most cases, because the environmental study process and permitting requirements ensure that avoidance and minimization occur.

This commitment should be removed or worded to be more specific.

- Example 5: “FDOT will ensure that the Contractor will build the project in the most efficient way possible.”
 - This commitment is also vague and therefore difficult to quantify and track through the life of project.

The commitment does not have specific metrics associated with it, so it would be difficult to reach agreement as to whether the commitment is being met.

- Example 6: “The project impacts will be re-evaluated if more than 1 year passes prior to entering the next phase.”

- The Problem is: This commitment duplicates procedures from the PD&E Manual. It also does not provide exceptions for instances when a re-evaluation may not be required, therefore committing FDOT to potentially unnecessary work.

Commitments and Permitting

The types of commitments that may become permit conditions in the Design phase are typically related to listed species. The status of commitments that become permit conditions are tracked through the permitting process. In these instances, the commitment is described as being a permit condition and marked as complete in Project Suite and the Project Commitment Record.

It should be noted that new commitments could be developed, or commitments could have components that are implemented during any phase of a project. For example, a pre-construction commitment could involve a bald eagle survey of the project area; a construction commitment might be to adhere to Eastern Indigo Snake construction provisions; and a post construction commitment could be to submit a report of species interactions to the US Fish and Wildlife Service.

Documenting Environmental Commitments

The environmental commitments are documented in the Environmental Document. Type 2 Categorical Exclusions, Environmental Assessments, Environmental Impact Statements, and State Environmental Impact Reports - each have a commitments section that lists commitments made during the PD&E phase.

Commitments from the PD&E Study are later entered into the Project Suite Commitment Module. The Project Commitment Record, or PCR, is generated using Project Suite, however, it is *not* included in the Environmental Document. The PCR should instead become part of the Project File in the StateWide Environmental Project Tracker, known as SWEPT.

Commitments should be documented consistently with the same wording in the Environmental Document, Environmental Technical Documents and other supporting documentation, as well as in the PCR. Supporting studies, concurrence letters, and documentation of coordination with stakeholders in developing commitments should be uploaded to the project file in SWEPT.

Lesson 3: Commitments during Re-evaluation

After the PD&E phase, the commitment status is documented in a Re-evaluation. In Lesson 3 we will discuss documenting the commitment status during a Re-evaluation.

Overview of Re-evaluations

A Re-evaluation is a review of proposed change(s) in action, affected environment, anticipated impact, applicable requirements, or mitigation measures as they relate to the Environmental Document. Re-evaluations are documented pursuant to Part 1, Chapter 13 of the PD&E Manual.

For further information about Re-evaluations, please refer to the NEPA Introductory Course: Re-evaluations.

Each District's Environmental Office is responsible for preparing a Re-evaluation Form in SWEPT. The Re-evaluation Form includes a project commitment update in the "Commitment Status" section. The District Environmental Office uses the Project Suite Commitment Module to generate the PCR. The PCR is then attached to the Re-evaluation Form.

New commitments can be made after an Environmental Document has been approved. These new commitments typically arise from subsequent agency negotiations, public involvement, and other project coordination. They are discussed in the appropriate resource section of the form and listed as a new commitment in the Commitments section as well as added to the PCR.

The FDOT Project Manager for the current project phase is responsible for updating the status of commitments in Project Suite and adding new commitments.

Documentation on the Re-evaluation Form

New commitments are listed under section 8- Commitment status of the Re-evaluation Form. It is important for the Project Manager to discuss any proposed design changes or changes in right of way needs or construction methodology with the Environmental Office and other Subject Matter Experts as needed to determine if the changes will impact FDOT's ability to meet project commitments.

If commitments must be modified, the Project Manager must ensure that stakeholder coordination takes place and results are documented within Project Suite.

Lesson 4: Commitments in the Design Phase

In Lesson 4 we will discuss addressing environmental commitments during the Design phase.

Design Project Manager Responsibilities

The Design Project Manager is responsible for reviewing the environmental commitments established in the PD&E phase in Project Suite and coordinating with the District Environmental Office and Subject Matter Experts to ensure that existing environmental commitments are understood, implemented, and incorporated into the design and contract documents, as appropriate. The Design Project Manager may need to coordinate with other staff, including the District Permit Coordinator, to ensure commitments related to permit conditions are addressed.

Finally, the Design Project Manager is responsible for providing an update to the status of commitments during the Design phase. The project commitment update in the Project Suite Commitment Module is typically handled by the Design Project Manager, but in some Districts, this may be completed by the Environmental Office.

The Design Project Manager should ensure the updated PCR is transmitted to the Right of Way Office or Construction Project Manager, as appropriate. Coordination should occur between phase managers to ensure that the project continues to adhere to commitments.

The District should have a clearly established protocol in place to re-engage the Environmental Office or others to address project commitments including any new commitments as needed during the Design phase.

Design Project Manager Best Management Practices

Here are some Best Management Practices for the Project Manager during Design:

- Conduct a hand-off meeting with the PD&E Project Manager and Environmental staff at the start of the Design phase, being sure to review project commitments, their intent, and how they originated.
- Coordinate with other units as needed to understand any design limitations or other commitments regarding the Design phase.
- Schedule regular progress meetings with Environmental staff and other units as needed. Include commitment status as an agenda item, and circulate meeting minutes.
- Finally, send periodic emails on project progress to Environmental staff, the Permit Coordinator, Right of Way staff, and others involved in Design such as the Drainage unit.

Examples of types of Commitments Implemented in the Design Phase

Some examples of the types of commitments that may be implemented in the Design phase include:

- Pre-construction wildlife surveys or species-specific surveys;
- Re-initiation of or continued Endangered Species Act consultation;
- Special construction requirements or restrictions; and
- inclusion of special design features or details.

Examples of Design Phase Commitments

Some examples of Design commitments include:

- Example 1: "Overhead roadway lighting improvements will incorporate shielded low-pressure sodium vapor lights to minimize illumination of the sea turtle nesting area"; and
- Example 2: "Pedestrian Safety, pedestrian and bicycle, and landscape features will be implemented at intersections within the study area."

Commitments Can Become Permit Conditions

Those commitments that have become permit conditions must be met to comply with an environmental permit. A few examples of commitments that may become permit conditions include:

- Example 1: "A detailed seagrass mitigation plan will be finalized during design of the proposed bridge project, based on the conceptual plan that has been developed."
- Example 2: "FDOT will conduct species-specific pre-construction surveys for the bald eagle and the gopher tortoise to verify nest and burrow presence/absence/activity."

- Example 3: “FDOT will adhere to the U.S. Fish and Wildlife Service’s protection measures for the Florida manatee, eastern indigo snake, and small-tooth sawfish.”

Commitments Can Become Permit Conditions

Permit conditions are developed by the applicable regulatory agency during permitting which typically occurs during Design. During the Design phase, commitments that become permit conditions must be documented in Project Suite as complete.

The District Permit Coordinator ensures commitments that become permit conditions are tracked. Often these conditions are tracked through permit compliance mechanisms. Appropriate documentation demonstrating the permit condition has been satisfied is submitted to the appropriate regulatory agency and included in the project file.

Lesson 5: Commitments in the Right of Way, Construction, and Operation and Maintenance Phases

Lesson 5 provides guidance on documenting commitments during the Right of Way, Construction, and Operations and Maintenance phases.

Commitments in the Right of Way Phase

During the Right of Way phase, the District Right of Way Office is responsible for coordinating with the Design Project Manager for potential new commitments identified in this phase.

The District should have a clearly established protocol in place to re-engage the Environmental Office or others to address project commitments including any new commitments as needed during the Right of Way phase. Once commitments are determined to be appropriate, the Right of Way office enters the commitments into the Right of Way Management System for tracking with Project Suite.

Commitments in the Construction Phase

Some Best Management Practices for the Construction Project Administrator during the Construction phase include the following:

- Conduct a project hand-off meeting with the previous Project Manager, often the Design Project Manager.
- Invite Environmental staff and other professionals with special knowledge of the project and its commitment requirements to the pre-construction meeting.
- Coordinate commitment status update meetings with Environmental staff or other offices that have developed commitments.
- Ensure commitments are met and properly documented in the PCR prior to project final acceptance.
- Transmit the updated PCR to the Operations and Maintenance Office, if applicable. Consider doing this in a hand-off meeting.

The District should have a clearly established protocol in place to re-engage with these offices to address project commitments as needed during construction.

Commitments in the Construction Phase – Project Manager Responsibilities

The FDOT Construction Project Administrator is also responsible for determining the individual responsibilities and coordination requirements among the Contractor staff, Construction Engineering and Inspection, or CEI, staff, and FDOT Environmental staff and Construction staff. The Construction Project Manager must also review the PCR, update as applicable, and track commitments.

Traditional Design-Bid-Build and Design-Build Project Delivery

The two main types of project delivery used by FDOT are the Traditional Design-Bid-Build project, in which the Contractor constructs the project based on FDOT's Design; and the Design-Build project, in which the Design Build Firm designs and builds the project in accordance with the Request for Proposal.

The Request for Proposal lays out the parameters for the designer and contractor to develop the plans and project in a single contract. The Design-Build Team provides for engineering design and construction services.

Transferring Commitments - Traditional Design-Bid-Build Projects

On a Design-Bid-Build Project, the Project Manager must ensure the construction-related commitment requirements are included in the Contract Document for Construction.

Some examples of construction-related commitments include:

- Example 1: "The contractor is required to comply with the Construction Special Provisions Gulf Sturgeon Protection Guidelines that include prescribed measures and protocols to avoid direct physical injury or harm during in-water construction."
- Example 2: "Vegetation removal and land clearing activities may not occur within occupied scrub jay habitat on the project site during the scrub-jay nesting season (March 1 to June 30)."

Transferring Commitments – Design-Build Projects

On Design-Build Projects, the Project Manager must ensure that the Design and Construction phase commitments and consultant responsibilities and considerations are explicitly documented within the Request for Proposal.

Some commitment examples include Example 1: "drainage design and construction requirements must include in-kind replacement of swales," and Example 2: "inclusion of specific aesthetic features are to be incorporated into the replacement of the historic bridge."

Commitments in the Operation and Maintenance Phase

Sometimes, but not often, project commitments may impact the maintenance of a project. During the Operations and Maintenance phase, the Project Manager is responsible for reviewing any commitments that were transmitted to them.

The Project Manager should review the PCR and ensure project commitment requirements are understood and fulfilled. A commitment example that could impact this phase of a project would be maintenance of landscaping per a different standard than FDOT maintenance requirements.

Commitments in the Operation and Maintenance Phase – Project Maintenance Agreements

If a Maintenance Agreement is required for a project, the Project Manager should coordinate with other Project Managers, Environmental, and Operations & Maintenance staff regarding special requirements, implementation, and tracking.

The Project Manager should also consult with FDOT's Legal specialists as needed regarding the implementation or close-out of commitments associated with Memoranda of Agreement or Understanding. A Memorandum of Agreement or Understanding is often required when working with local governments or agencies.

Commitments Quiz

Now we will proceed to the Commitments Quiz.

(The correct answer is in bold.)

1. Good examples of commitments include:
 - a. Design features meant to minimize adverse effects on identified environmental resources
 - b. Actions during construction to avoid impacts to protected resources
 - c. Actions specified in FDOT's Standard Specifications for Road and Bridge Construction
 - d. Both a) and b)**

2. True or False. Project commitments may be established at any time during the PD&E, Design, Right of Way, Construction, and Operations and Maintenance phases of a project.

True. Project commitments may be established at any time during the life of the project.

Generally, commitments are not established in the Planning Phase, and are rarely required during the Operations and Maintenance phase of a project.

3. Who is responsible for establishing commitments (as appropriate) and ensuring that the commitments are properly documented?
 - a. The PD&E Project Manager and the Environmental Manager

- b. The Project Manager at each project phase**
 - c. The Office of Environmental Management
 - d. Each commitment stakeholder
4. When making commitments, the Project Manager does *not* need to:
- a. Ensure that commitments are clear and concise.
 - b. Ensure commitment language is coordinated with the appropriate subject matter expert.
 - c. Ensure that commitments do not contradict other commitments.
 - d. Ensure there are commitments for each phase of the project.**
5. An example of a typical PD&E phase commitment is:
- a. Preservation of FDOT Right of Way for a non-transportation related purpose
 - b. Monitoring in perpetuity
 - c. FDOT will commit to watching for gulf sturgeon during project construction and will inform the construction contractor of the requirement to adhere to the most current Construction Special Conditions for the Protection of the Gulf Sturgeon**
 - d. Design and construction of a paddling trail within a park adjacent to the project
6. The _____ is used to document, transmit, and track project commitments.
- a. NEPA Re-evaluation
 - b. Environmental Document
 - c. Natural Resources Evaluation
 - d. Project Suite Commitment Module**
7. Environmental commitments on the PCR come from:
- a. Comments and Coordination section of the Environmental Document
 - b. Public hearing transcript
 - c. Commitments section of the Environmental Document**
 - d. Both a) and b)
8. The Construction Project Administrator is responsible for:
- a. Ensuring commitments are met and documented prior to project final acceptance**
 - b. Reviewing the Technical Reports for commitments

- c. Re-drafting any commitments that are not feasible
- d. Determining noise wall dimensions required to meet noise commitments

Resources

The Office of Environmental Management maintains a central library of training materials as well as documents and publications including manuals, handbooks, guidelines and agreements.

Key references pertinent to this training include:

- The Environmental Management Academy Course Catalog, which is in FDOT's Learning Curve.
- The Environmental Management Academy Course Catalog is also available through the OEM PD&E Training Track.

Other resources include:

- The PD&E Manual
- FDOT's Policy and Process Management Unit website
- OEM Training Program Track 3 - Commitment Tracking Procedure Training Webinar

Links to documents listed here are included on the Resources Page.

Conclusion

You have now completed the NEPA Introductory Course on Commitments.

Thank you for your time and attention.