

**Texas Department of Transportation  
Technical Provisions  
IH 635 Managed Lanes Project  
Attachment 1 – Project Management Plan  
Contents**

## Attachment 1 – Project Management Plan Contents

The Project Management Plan - Contents and Schedule for provision of the component parts

Legend

A= NTP2

B= Service Commencement

Part	Ref	Section	Contents	Required by
<b>1. Project Administration</b>				
	1.1	<b>Organization</b>	Organizational diagram	A
	1.2	<b>Personnel</b>	Names and contact details, titles, and job roles	A
	1.3	<b>Contractors</b>	Procedures to establish how the Developer will manage Contractors	A
	1.4	<b>Schedule</b>	Project Baseline Schedule in accordance with the Technical Provisions Section 2	A
	1.5	<b>Quality Control</b>	Procedures to establish and encourage continuous improvement	A
	1.6	<b>Audit</b>	Procedures to facilitate review and audit by TxDOT and/or the Independent Engineer	A
Auditing and management review of Developer's own activities under the Project Management Plan (PMP)			A	
Auditing and management review of Contractor's activities and management procedures			A	
	1.7	<b>PMP Update</b>	Procedures for preparation of amendments and submission of amendments to any part of the PMP	A

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Part	Ref	Section	Contents	Required by
<b>1. Project Administration</b>				
	1.8	<b>Document Management</b>	The manner in which records will be maintained in compliance with the Technical Provisions, including any specific systems Developer will use	A
			Document management procedures in compliance with the Technical Provisions Section 2	A
			Procedures for documenting all required Plans not specifically stated in parts 2 to 8 inclusive of the PMP, including but not limited to:  Acceptance Test Plan, ITS Implementation Plan, Haul Route Plan, Handback Plan, Residual Life Methodology Plan	A





















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Part	Ref	Section	Contents	Required by
<b>4. Public Information and Communications</b>				
	4.1	Organization	Developer's main contractual arrangements	A
			Organizational structure covering the activities to be performed in accordance with the CDA Documents	A
	4.2	Personnel	Resource Plan for the Developer and its Contractors	A
			Arrangements for coordinating and managing staff interaction with TxDOT and its consultants, including colocation of Key Personnel and description of approach to coordinating work of off-site personnel	A
			Names and contact details, titles, job roles and specific experience required for Key Personnel and for other principal personnel	A
			Names and contact details, titles, job roles of principal personnel for Contractors and any third party with which Developer will coordinate his activities	A
	4.3	Offices and equipment	Description of the necessary offices and office equipment to be provided by Developer during design	A
	4.4	Contractors	Overall control procedures for Contractors, including consultants and subconsultants	A
			Responsibility of Contractors and Affiliates	A
			Steps taken to ensure Contractors and Suppliers meet the obligations imposed by their respective Contracts	A
			Procedures for implementation of Environmental Protection Training Plan (EPTP) for employees of Contractors	A
	4.5	Interfaces	Procedures for liaison with the public, the media and other Customer Groups in accordance with the Technical Provisions Section 3 and the press media policy of TxDOT	A
			Procedures to coordinate with Project Stakeholders such as Governmental Entities and other Customer Groups	A











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<b>Part</b>	<b>Ref</b>	<b>Section</b>	<b>Contents</b>	<b>Required by</b>
			Identify environmental documentation and reporting requirements	A

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Part	Ref	Section	Contents	Required by
<b>8. Cost Management</b>				
	8.1		Procedures for cost management and reporting as required by financial institutions and agencies involved in the Project	A