**Project Details**

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| MRWA Project Manager: |  | | | | | | | | | |
| Designer: |  | | | | | | | | | |
| Items Submitted for Review: |  | | | | | | | | | |
| Background Info Provided: |  | | | | | | | | | |
| Project Manager’s File: |  | | | | | | | | | |
| Extent of Review: |  | | | | | | | | | |
| Status of Project: | Concept | Concept Close Out | 15% | 15% Close Out | 85% | 85% Close Out | 100% | 100% Close Out | IFC | IFC Close Out |
| Date Delivered to Reviewer: | xx/xx/2021 |  |  |  |  |  |  |  |  |  |

**Review Details**

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| Reviewers: | Design Review Report Project Title: | | | | | | | | | |
| Company: | Main Roads WA – Road and Traffic Engineering Branch | | | | | | | | | |
| Review Reference Number: | R xxx/21 |  |  |  |  |  |  |  |  |  |
| Reviewer’s File: | 21/5122 |  |  |  |  |  |  |  |  |  |
| Date of Review Completion: | xx/xx/2021 |  |  |  |  |  |  |  |  |  |
| Aspects Considered: | Geometry | | Road Safety Barriers and Fencing | | Drainage | | Signs and Pavement Marking | |  | |
| Design Objectives: | Safety | | Economy | | Efficiency & Effectiveness | | Environmental Sensitivity | |  | |

**Instructions for the Design Review Process**

The *Reviewer* supplies **advice only** to the *Project Manager*. This review shall be conducted in accordance with [MRWA Design Review Guideline](https://www.mainroads.wa.gov.au/technical-commercial/technical-library/road-traffic-engineering/typical-project-processes/design-review-guideline/) (Doc. No. D16#287778). The *Project Manager* takes all risk and responsibility for each item beyond the *Designer’s* “Duty of Care” when they close out the items.

1. Main Roads WA - Road and Traffic Engineering Branch is to review the drawings/documents and provide “Reviewer Comments” in column 5 of the Design Review Table.

2. The *Project Manager* is to assess the “Reviewer Comments” and accept/reject each one. The PM can add comments in column 8 of the Design Review Table and may close out the items.

3. The *Project Manager* is to forward the remaining relevant “Reviewer Comments” to the *Designer* for the *Designer* to provide responses in column 6 of the Design Review Table.

4. The *Designer* is to forward the responses to enable close out of each of the “Reviewer Comments” to the *Project Manager*. The *Project Manager* can close out the “Designer response” at this stage in column 8.

5. The *Project Manager* is to forward the remaining (not closed out) “*Designer* Responses” to the *Reviewer* for reassessment/advice. The *Reviewer* is to reply in column 5 (refer to the colour convention) of the Design Review Table for a second or third round of comment/responses or complete the “Response Status” in column 7.

6. The *Project Manager* is to determine the final outcome of all review items and add close out comments in column 8 of the Design Review Table.

7. The *Project Manager* is to forward final outcome/close out to all “Reviewer Comments” to:

Road and Traffic Engineering

* The *Designer* for design/amendments to proceed.
* Road and Traffic Engineering for record keeping.

8. To ensure that all review comments are acted on, a single review table should be used for all phases of the design review process.

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| Project Manager |  | Date |

**This design review is not to be considered a comprehensive design verification and may not pick-up all the issues. It therefore is not an approval of the presented design. The consultant/designer has the duty of care to ensure that the design is compliant with all the Standards and Guidelines and conforms to the requirements and intent of the design brief and agreed amendments.**

**Notes:**

# Design Review Table

|  |  |  |
| --- | --- | --- |
| **Importance**  **1** *Critical issue. Fatal flaw.*  **2** *Moderate importance. Non-compliance.*  **3** *Observation only. Minor issue.* | **Comments & Responses**  *For second round of comment/response use* ***red*** *text with initials & date.*  *For third round use* ***green*** *text with initials & date.* | **Response Status**  **Accepted** *If resolved*  **Noted** *If designer to take responsibility*  **Pending** *If necessary to see the next submission*  **PM Directive** *If PM is to decide the course of action and close out* |

| Column 1  **Item No.** | Column 2  **Reviewer**  **Initials** | Column 3  **Reference** | Column 4  **Importance**  *Reviewer* | Column 5  **Reviewer Comments** *Reviewer* | **Column 6**  **Designer Response**  *Designer* | **Column 7**  **Response Status**  *Reviewer*  *(Initial & Date)* | **Column 8**  **Close Out**  *Project Manager*  *(Initial & Date)* |
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| **Concept Design** | | | | | | | |
| **General** | | | | | | | |
| 1 | N/A | ROSMA Road Safety Management Systems POLICY | 1 | Has the ROSMA Road Trauma Reduction Process been applied to this project?  **This response should be provided by the Main Roads Project Manager.** |  |  |  |
| 2 | N/A | General | 1 | Has the project scope been reviewed by Road Planning Branch to verify alignment with future planning requirements?  **This response should be provided by the Main Roads Project Manager.** |  |  |  |
| **Geometry** | | | | | | | |
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| **Road Safety Barrier and Fencing** | | | | | | | |
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| **Drainage** | | | | | | | |
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| Signs and Pavement Marking | | | | | | | |
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| **15% Design** | | | | | | | |
| **Geometry** | | | | | | | |
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| **Road Safety Barrier and Fencing** | | | | | | | |
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| Signs and Pavement Marking | | | | | | | |
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| **85% Design** | | | | | | | |
| **Geometry** | | | | | | | |
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| **Road Safety Barrier and Fencing** | | | | | | | |
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| Signs and Pavement Marking | | | | | | | |
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| **100% Design** | | | | | | | |
| **Geometry** | | | | | | | |
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| **Road Safety Barrier and Fencing** | | | | | | | |
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| Signs and Pavement Marking | | | | | | | |
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| **Issued for Construction** | | | | | | | |
| **Geometry** | | | | | | | |
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| **Road Safety Barrier and Fencing** | | | | | | | |
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| Signs and Pavement Marking | | | | | | | |
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## Reviewers

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| Signed |  | Date |