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Title: Definitions & Acronyms			
ACRONYM	TERM	DEFINITION	
AASHTO	American Association of State Highway and Transportation Officials		
AATT	Addison Airport Toll Tunnel		
AAU	Agreement for Adjustment of Utility	The formal document to be executed between NTTA and a Utility Owner that defines the scope of work to be undertaken by the Utility Owner and the reimbursement responsibilities of NTTA; sections include the formal contract, signature page, a statement of work, construction drawings and cost estimates from the utility, and a schedule of work.	
ABRS	Automatic Balancing and Reconciliation System		
ACCP	Asphaltic Cement Concrete Pavement		
Accept-As-Is		This disposition allows the use of an item that does not meet all requirements, but has been determined by qualified engineering analysis that the item will satisfy its intended use. This disposition requires NTTA approval.	
Acceptance of Design		The parties acknowledge that the project design, alignment and other features, as shown on the current plans or schematic, are acceptable, subject to any specified modifications.	
ACH	Automatic Clearing House		
ACM	Automatic Coin Machine		
Administrative Record		A collection of documents which form the basis for organization/agency decisions. The record reflects, in an orderly and complete fashion, all appropriate communications, reference documents, background materials, schematics, photos, meeting minutes, etc. applicable to project development.	

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ADT	Average Daily Traffic	The total traffic volume during a given period (from 1 to 364 days) divided by the number of days in that period. Current ADT volumes can be determined by either continuous traffic counts or periodic counts. Where periodic counts are used, ADT volume is established by applying correction factors, such as season or day of the week. For roadways having traffic in two directions, the ADT includes traffic in both directions unless specified otherwise. The ADT is provided in units of vpd.	
AED	Assistant Executive Director		
Aesthetics		The science or philosophy concerned with the quality of sensory experience; in the SWDG manual, limited to visual experience.	
Aesthetic Guidelines		A set of drawings providing additional details to supplement NTTA's Design Guidelines. These drawings are for aesthetic purposes and must be further designed by the DSE to include engineering details	
AGC	Association of General Contractors		
Agreement		The legal written instrument executed between the NTTA and its consultants for the performance of service. The term "Agreement" includes all supplemental agreements.	
ALTA	American Land Title Association		
ARMA	Alamo Regional Mobility Authority		
ASC	Appraisal Subcommittee		

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AU	Annual Update	Revised/updated versions of the financial plan that are prepared annually until construction is substantially complete. These updates must reflect changes in total and remaining project cost and/or available funding. The scope of the AU should be sufficient to identify and resolve any cost and/or funding (including cash flow) changes which have occurred since the previous submission. This would include any changes in project scope that impact the cost estimate and/or completion schedule of the project. In the instance of major cost or funding changes the update may need to revise the cost and funding figures for future years in addition to those for the current year.	
Audit		A planned and documented investigative evaluation of a document, activity or process to establish continual improvement opportunities by determining the adequacy, effectiveness and compliance with established standards, policies, procedures, or specified requirements.	
AVI	Automated Vehicle Identification		
Baseline Schedule		The initial project schedule developed which outlines the original project plan. Project performance is measured against the baseline schedule.	
BC	Bond Counsel	The law firm responsible for advising the NTTA on the legal requirements relating to a financing and on the NTTA's compliance with securities laws, including review of the NTTA's public statements pertaining to financings. Bond counsel also drafts and negotiates documents related to a NTTA financing, secures any approvals from the Texas Attorney General's office, and issues a legal opinion to the NTTA and the financial markets.	
BCE	Blanket Categorical Exclusion	A category of actions determined by TxDOT that do not individually or cumulatively have a significant effect on the human environment and do not require an environmental assessment or an environmental impact statement.	
BMPs	Best Management Practices	Schedule of activities, prohibition of practices, maintenance procedures, structural controls, and other management practices to prevent or reduce the discharge of pollutants.	
Bid Tabulation		A 1-page document that is used to summarize total bids. It is submitted as additional information to an executive summary when professional services, construction services, or materials are procured.	
BOPP	Business Opportunity Policy and Program	The Business Opportunity Policy and Program of the Authority.	

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BOSS	Booth Operator Service Specialist		
Brand		An image, word, or phrase that is identified with an organization, service or product.	
BRINSAP	Bridge Inventory Inspection and Appraisal Program		
Broker		A real estate licensed professional who markets and is intimately familiar with real estate transactions in particular areas.	
C5	Contract Cost Change Controls Committee	A group of individuals selected by the AED to review and approve CO requests.	
CAB	Citizen Advisory Board		
CAC	Citizen Advisory Council		
CAG	Citizen Advisory Group		
CAMPO	Capital Area Metropolitan Planning Organization	Regional mobility authority for Austin, TX	
CAR	Corrective Action Request	A request made to a responsible party when a procedure or process has been found out of compliance with established requirements. A Corrective Action Request requires a determination of the root cause of the nonconformance as well as a corrective action plan to prevent recurrence. Typically issued by the Quality organization.	
CBD	Central Business District		

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CDA	Comprehensive Development Agreement		
CE	Categorical Exclusion		
CEQ	Council on Environmental Quality		
CERCLA	Comprehensive Environmental Response, Compensation, Liability Act		
CIF	Capital Improvement Fund		
CIP	Capital Improvement Program		
Claim		A written request from a prime contractor for extra compensation for work performed on and/or materials supplied under the construction contract, or any other contract interpretation dispute.	
CM	PMO Corridor Manager	The individual assigned as the leader of and responsible party for all development activities of a corridor.	
CO	Change Order <i>(construction contract change orders)</i>	A change or modification to an existing contract, modifying a term or other contractual requirement. This does not represent an additional scope of work, but rather an alteration of the original agreement.	
COG	North Central Texas Council of Governments	<i>Nickname = COG</i>	
Commencement of Construction		The initial disturbance of soils associated with clearing, grubbing, grading, or excavation activities, as well as other construction-related activities (e.g., stockpiling of fill material, demolition).	

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	Common Plan of Development	A construction activity that is completed in separate stages, separate phases, or in combination with other construction activities.	
	Communications	For transportation projects, communications takes many forms when relaying information about planning, design and construction. Those forms include direct mail newsletters to adjacent or nearby residents, web pages, mass e-mails, broadcast communications (commercials, interviews), newspaper ads, and newspaper stories.	
	Community Work Group	Community work groups are composed of residents, businesses, and members of the general public who have been identified or who have expressed an interest in committing time to be involved in the project and receive detailed information about the project prior to general public interactions. Additional stakeholders may include HOA representatives and potentially impacted businesses and residents. Specific duties of this group include: providing input and opinions on issues that guide project development; commenting and providing input on the project's designs, alternatives/alignments and schedule; and receiving information on any major activities associated with the project.	
	Conceptual Alternative	A design concept that is geometrically developed to include a horizontal alignment and a typical section and/or minimum ROW footprint. The alternative can include vertical alignments in critical locations to allow comparative evaluation with other build and no-build alternatives.	
	Condemnation	The process of acquiring private property by eminent domain. The process by which property is acquired for public purposes through legal proceedings under power of eminent domain (with such legal proceedings providing the process and procedure for both the determination and the payment of just compensation to the property owner).	
	Constructability Review	A structured review of current project design documentation with the objective of ensuring that the number of potential change orders is minimized and the probability of delays and disputes is reduced. The review also addresses sequencing, staging, access and impact on adjacent neighborhood issues, schedule and funding, coordination with other projects, impact on traffic and toll operations, which directly or indirectly impact the design documents under review.	
	Construction Manager	The firm(s) that is selected to be responsible for the management of construction, cost, time, quality, contract administration, and monitoring the prime contractors' obligation to protect the safety of on-site staff and the traveling public for the given contract.	
	Construction Phase	For the purposes of exception reporting, the beginning of the construction phase is marked by the first construction NTP for the corridor. The end of the construction phase is marked by the issuance of the notice of final acceptance.	

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Consultant		A firm or individual with whom the NTTA contracts for engineering and related services, including, but not limited to, the preparation of plans, specifications, and estimates for construction projects, management and review of engineering services or the inspection of ongoing construction; the term "consultant" also includes any sub-consultant providing services to the NTTA as part of a prime consultant's services.	
Context		The obvious physical environment or setting of a project that creates character and gives locations meaning; the intangible or invisible aspects of values, culture, tradition, politics, and expectations that cannot be understood without public involvement (conversation); in this manual limited to the physical environment.	
Contract		An agreement between the NTTA and a design section consultant, resource pool consultant, other consultant, or contractor.	
Contract Administration Staff		Members of the PMO support services group responsible for processing contract changes.	
Contract Closeout		The final stage of contract administration during which the Authority verifies that the prime contractor has completed all provisions in the applicable construction contract, including the submittal of all record documents, and that all financial aspects of a contract are settled.	
Contract Owner		The PMO or NTTA staff member responsible for managing the contractor. This person is typically the CM, unless the contract is managed by another member of the PMO, as in the case of the management contracts (RAT Team, Construction Managers, etc.).	
Contractor		Any contracted party, including professional services or construction firms.	
Corrective Action		Actions taken to correct and eliminate recurrence of root causes for deficiencies and/or ineffective controls from specified requirements.	
Corridor Charter		The instrument used to define the scope, budget and schedule of the NTTA project or corridor. It identifies the responsible and contributing parties, and summarizes the status of any existing contracts or agreements. It conveys quality commitments, as well as maintenance and communication plans.	

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Controlled Documents		Controlled documents are those documents that provide work direction (contracts, plans, specifications, drawings, procedures, manuals, etc.), which are controlled so as to define approval authority, revision and re-approval authority, identification of changes and revision levels, controlled distribution such that only relevant revisions are available for use, and controlled archival of obsolete or superseded documents.	
Corridor Map		A map of the corridor, which will be updated and altered as design develops and further ramp locations, toll gantries, etc. are defined.	
Corridor Updates		Progress that is not of a milestone nature. Items that were milestones the previous month may become corridor updates the next month. For example, comments made and returned to section engineers on the 60% design plans are a corridor update. The previous month receipt of the 60% plans was a milestone.	
CPR	Corridor Progress Report		
CRCP	Continuously Reinforced Concrete Pavement		
Critical Nonconformance		A nonconformance where a safety or hazardous condition is present or may develop	
CSD&S	Context Sensitive Design & Solutions	A design philosophy used to integrate projects into the context in a sensitive manner through careful planning, consideration of different perspectives, and tailoring designs to particular project circumstances; in this manual limited to a collaborative, interdisciplinary approach that includes early involvement of key stakeholders to ensure projects are not only safe and efficient, but also in harmony with the natural and built environment.	
CSJ	Control-Section-Job		
CTP	Chisholm Trail Parkway		
CTRMA	Central Texas Regional Mobility Authority		

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CWA	Clean Water Act		
DD	Directional Distribution	The percentage of peak direction traffic from the total, two-way peak hour traffic. The D of traffic is important in determining the LOS for a road.	
DART	Dallas Area Rapid Transit		
DBE	Disadvantaged Business Enterprise		
DCC	Design Concept Conference	Term no longer used - reference Project Design Criteria Workshop	
DCIS	Design Construction Information System	TxDOT Reporting System	
DEIS	Draft Environmental Impact Statement		
Design Criteria		Design criteria are the requirements set forth by the NTTA prior to the design of any NTTA facility. These requirements typically cover design speeds of a facility; horizontal and vertical alignments criteria; drainage requirements; and other design-related manuals.	
Design Guidelines		The NTTA has established certain requirements for the safety, maintenance, and aesthetic appearance of all of its facilities. These guidelines must be complied with and applied where possible. Any variation from the guidelines set by the NTTA requires prior approval from the NTTA.	
Design Phase		For the purposes of exception reporting, the beginning of the design phase is marked by the first design NTP. The design phase includes the final design, ROW acquisition, utility coordination, construction advertisement, bid, and award. The design phase ends with the last of the construction awards for the corridor. Construction support provided by the DSE is considered part of the construction phase.	

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Deviation		A request that is approved by relevant authorities that allows a departure from documented procedure, manual, or other process direction requirements.	
DHV	Design Hourly Volume	The DHV is the thirtieth highest hourly traffic volume for the design year, commonly 20 years from the time of construction. The DHV is provided in units of vehicles per hour.	
Disposition		A statement describing the manner in which a nonconformance, deficiency or discrepancy is to be resolved. Dispositions are subject to approval by relevant authorities.	
DM	PMO Design Manager <i>(PMO Resource Pool Staff)</i>		
DMS	Dynamic Message Sign		
DNT	Dallas North Tollway		
Document		Refers to all project records and deliverables.	
Document Control		The managed process which ensures that documents that provide work direction (contracts, plans, standards, specifications, procedures, manuals, etc.) are controlled so as to provide security, define approval authorities, revision and re-approval authorities, identification of changes and revision levels, ensuring only relevant revisions are available for use, controlled distribution, and managed archival of obsolete or superseded documents.	
DOT	Department of Transportation		
DPM	PMO Deputy Program Manager		
DRMC	Dallas Regional Mobility Coalition		

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DRN	Document Release Notice	A defined process to be followed when a change to a controlled document or procedure is proposed.	
DSE	Design Section Engineer <i>(PMO sub-consultant)</i>	Consulting firm hired by NTTA to provide professional services for a specific corridor. The consultant responsible for developing the design of the roadway section as well as the Level D thru A estimates.	
EA	Environmental Assessment		
ED	Executive Director		
EIS	Environmental Impact Statement		
Eminent Domain		The right of a federal or state government (government agency) to compel the owner of private property to sell the property if it is needed for a public use, even if the property owner objects.	
ENV	TxDOT Environmental Affairs Division		
EO	Executive Order		
EOR	Engineer of Record		
EPA	Environmental Protection Agency		
EPCRA	Emergency Planning and Community Right-to-Know Act		

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EPIC	Environmental Permits Issues and Commitments		
Errors and Omissions		A failure by the consultant to perform its obligations under the contract in accordance with the standard of care specified in the contract, or if no such standard of care is specified, the consultant's performance of its obligations in a manner that constitutes negligent performance under applicable law.	
ESA	Environmental Site Assessment		
ESAL	Equivalent 18kip Single-Axle Loads		
ETC	Electronic Toll Collection		
ETTM	Electronic Toll and Traffic Management		
Evaluation Criteria		The quantitative and qualitative measures or factors that allow for a comparative evaluation of concept alternatives.	
Exception Report		A reporting mechanism that is used to highlight significant schedule delays and potential budget overruns on NTTA projects and corridors. The exception report reflects actual or projected schedule and budget performance and the projected impact on the total project schedule and budget. Exception reports may reflect the influence of more than one contract on schedule and budget parameters, which will be summarized as appropriate in the report.	
Executive Summary		A brief (1-2 pages) document broken into the following sections: background/history; general overview; budget/future impacts and recommendations.	
E&O Review Committee		The committee that reviews change order requests for contracts administered by the NTTA's Project Delivery department. Unless otherwise specified by the AED, the C5 Committee shall perform the duties of the E&O Review Committee for Project Delivery.	

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FEIS	Final Environmental Impact Statement		
FHWA	Federal Highway Administration		
Final Acceptance		The stage in the progress of the work when all required construction work, including all items on all punch lists have been completed to the satisfaction of the authority, and in accordance with the requirements of the contract. The "Notice of Final Acceptance" is certification to the prime contractor that all physical work is complete.	
FM	Farm-to-Market road		
FONSI	Finding of No Significant Impact		
FP	Financial Plan	A document based on detailed estimates of the cost to complete the project and provide for the annual submission of updates that are based on reasonable assumptions of future increases in cost to complete the project. The financial plan can be a separate document or an appendix to the PMP and should be prepared by the public agency or private entity receiving the federal financial assistance.	
FSF	Feasibility Study Fund		
GASB	Government Accounting Standards Board		
GEC	General Engineering Consultant		
General Notes		Notes provided within plan sets that provide supplemental work direction to the plans. These general notes are provided on the drawings themselves and in the proposal book and provide supplemental information to the entire plan set by standard specification item.	
Geometric Design Criteria		The aggregate standards and guidelines to be applied to the geometric design of the corridor from the development of concept alternatives to the development of design schematics, and final PS&E documents.	

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GIS	Geographic Information Service <i>(or Government, or General)</i>		
GLO	Texas General Land Office		
Graphics		Maps, schedules or miscellaneous graphics that accompany executive summaries.	
Graphics Request		A PDF or hard copy graphics request form is filled out, which sets in motion the process by which all graphics are produced for a project to ensure that deadlines are met and graphics are accurate. Graphic requests must contain key information, including: the requestor's name and contact information; the job number; all deadline dates for the request; written directions to facilitate the request; etc.	
HazMAT	Hazardous Materials <i>(Hazardous Materials Transportation Act of 1975)</i>		
HCTRA	Harris County Toll Road Authority		
HOA	Home Owners Association		
HOT	High Occupancy Toll lane		
HOV	High Occupancy Vehicle lane		
HUB	Historically Underutilized Business		
IBTTA	International Bridge, Tunnel, and Turnpike Association		

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IFP	Initial Financial Plan	The first version of the financial plan document that is prepared as early in the project development process as practical.	
IH	Interstate Highway		
ILA	Interlocal Agreement	A written agreement between two or more governmental entities that sets out the terms of their collaboration in working to some mutually desired end. Typically the term applies to agreements between political subdivisions of the state; an agreement with FHWA, for example, would not be called an interlocal agreement. Similarly, agreements with TxDOT – especially one pertaining to the delivery of a project – would typically be called a “project agreement” and not an “interlocal agreement.” Certain legal restrictions apply to the terms of interlocal agreements. Once fully executed by the governmental entities, it is a binding contract.	
Image		The perception of a brand to the consumer or public.	
IPA	Initially Preferred Alternative		
ISO	International Organization for Standardization	ISO 9001 is an International Standard which specifies requirements for a quality management system where an organization needs to demonstrate its ability to consistently provide product that meets customer and applicable regulatory requirements, and aims to enhance customer satisfaction through the effective application of the system, including processes for continual improvement of the system and the assurance of conformity to customer and applicable regulatory requirements.	
IT	Information Technology		
ITB	Invitation to Bid		
ITS	Intelligent Transportation System		
K	K-Factor	A factor which represents the proportion of average annual daily traffic (AADT) expected to occur in the design hour.	

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	Key View	An important or critical view of or from a project that is representative of the views that people will actually have after a project is completed.	
	Landscape Components	The basic physical elements that make up the project surroundings, includes landform and landcover (water, vegetation and manmade development); in this manual limited to highway design elements, such as bridges, retaining walls, noise barrier, signing, lighting, landscaping, water features, and pedestrian facilities.	
	Land Survey, Boundary Survey or Property Survey	A survey performed by a Registered Professional Land Surveyor (RPLS) for the primary purpose of locating, describing, monumenting and mapping a parcel of land.	
	Large Construction Activity	Construction activities including clearing, grubbing, grading, and excavating that result in land disturbance of equal to or greater than five (5) acres of land. Large construction activity also includes the disturbance of less than five (5) acres of total land area that is part of a larger common plan of development or sale if the larger common plan will ultimately disturb equal to or greater than five (5) acres of land.	
LEF	Load Equivalency Factor		
	Legal Description	A description of real estate used to identify the land that is the subject of a legal transaction. The term is sometimes used in distinction to a street address or other commonly known description of a particular property (i.e., "North Park Mall") that would be insufficient for use in a legal document. Legal descriptions often refer to recorded deeds, maps, plats, surveys or other public documents. A metes and bounds description of a piece of property, prepared by the NTTA's surveyor, would constitute a legal description and is what is typically used by the NTTA in a transactions involving real estate.	
	Level A (Engineer's) Estimate	An estimate prepared by the designer when PS&E reaches 95-100% completion.	
	Level D through B Estimate	An estimate prepared by the designer to contract item quantities and costs when the plans and specifications reach 30%, 60% or 90% completion. These estimates are reviewed by the PMO Program Controls Estimating Staff for accuracy and completeness.	
	Level E (Schematic) Estimate	An estimate prepared using information from the schematic, but without detailed plans and specifications.	

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Level F (Planning) Estimate		An approximate estimate made without detailed data that is usually produced from historical parameter cost data, using scale up or down factors that are appropriately escalated for market conditions (e.g. total regional construction volume, contractor workload, labor and/or material cost inflation, etc.).	
LLTB	Lewisville Lake Toll Bridge		
LOC	Letter of Credit		
Logo		An image, word, or phrase that represents an organization, service or product.	
LOI	Letter of Intent	Agreement between NTTA and cities/counties/agencies/etc. which is more general in nature and less formal than an ILA or MOU. LOIs generally precede an ILA or MOU and are drafted prior to any legal framework. These agreements are similar to city council resolutions and do not contain funding specifications.	
LoopNet		A subscriber paid service providing confirmed listings in the area.	
LOS	Level of Service	A qualitative measure describing operational conditions within a traffic stream and motorists' perceptions of those conditions. The transportation LOS system uses the letters A through F, with A being best conditions and F being worst conditions.	
LPA	Local Public Agency		
LPA	Locally Preferred Alternative	The alternative selected by the local decision-makers as the preferred solution for a transportation initiative. Although a "no-build" alternative is possible, the term typically refers to the preferred route of a turnpike project.	
LPO	Locally Preferred Option	Another term for "Locally Preferred Alternative."	
LTE	Local Toll Entity		

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LTM	Long-Term Modification		
LUST	Leaking Underground Storage Tank		
Major Environmental Issue		Major environmental issues involving a failure to implement a requirement of a standard or regulation such that there is a noncompliance with a Federal, state, or local regulation, or a violation of a commitment made during the project development and environmental documentation process; or multiple minor non-conformances within the same requirement. Examples include, but are not limited to, the following: (i) a violation exists that must be reported to a governmental entity, (ii) a permit or other authorization has not been obtained prior to starting work on a project, (iii) an unauthorized release to the environment has occurred which impacts adjoining property or must be reported to a governmental entity, and (iv) a default exists or a breach has occurred in an agreement between the Authority and a third-party due to the environmental issue.	
Major Milestone		Major milestones are defined for each phase of the project. The dates for the major milestones can be found in the MPS. The following are major milestones examples: planning/environmental phase – planning/environmental start; design phase – design NTP; construction phase – construction NTP and final acceptance.	
Major Project		A project with a total estimated cost of \$500 million or more that is receiving federal financial assistance. While the project owner is generally the State Transportation Agency (STA) or DOT, projects can be developed by other State Agencies (Toll Agencies), Local Public Agencies, and/or Private Ventures (Public Private Partnerships, for example). Project Owners of major projects are required to submit a PMP and an annual financial plan to FHWA for review and approval.	
MAPO	Meeting of/with Affected Property Owners	A meeting held for minor or temporary construction projects. It can be held at any time during the PI process.	
MCLB	Mountain Creek Lake Bridge		
Milestones		Recent, important events that have happened with the corridor development. For example receiving a "Record of Decision," on a project is a milestone whereas continued design development is not.	
Minor Nonconformance		An isolated lapse within the Project Delivery business processes which could result in the in the release of deliverables that are not suitable for use, or that do not meet NTTA standards or requirements. Failure to provide the objective evidence needed to support the implementation of a procedure. Minor nonconformance shall require initiation of Corrective Action.	

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Minor Environmental Issue		Minor environmental issues including a single lapse in fulfilling a requirement that will take some period of follow-up (generally longer than 24 hours) to remedy the situation. Such issues can also include observations of potential risk or opportunities for improvement, but do not typically include noncompliance with applicable Federal, state, or local regulations or environmental commitments associated with project environmental documentation.	
Minutes		A written record of what occurred at the meeting, including names of speakers and the topics discussed.	
MIS	Major Investment Study	Now referred to as part of Major Projects documentation - PMP and FP/IFP	
ML	Managed Lane		
MLP	Mainlane Plaza		
MLS	Multiple Listing Service	<i>Provided by the Board of Realtors</i>	
MMC	Maintenance Management Consultant		
Modified Standard		Any modifications to an NTTA Standard, however minor, must be documented briefly and dated in the revision block of the sheet, and the designation "(MOD)" must be appended to the standard plan name inside the title block. Each Modified Standard file must be signed and sealed by a licensed engineer. A Modified Standard does not apply to this procedure. All .dgn files must be requested through the Standards Manager.	
MOU	Memorandum of Understanding	An agreement between the NTTA and non-municipal agencies such as DART, railroads, and utility companies that might outline the use of easements and commitments for overlapping projects.	
MP3	Mobility Project Planning Partnership		
MPO	Metropolitan Planning Organization		

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MPS	Master Program Schedule	The MPS integrates all program activities. The MPS will be used for comparison of planned versus actual performance of the program. The MPS will be the primary tool used to analyze the impact to projects within corridors and system-wide for any actual and proposed NTTA capital project schedule changes. Cost loaded schedule including all NTTA projects and corridors with their schedule milestones.	
MSE	Mechanically Stabilized Earth		
MTA	Metropolitan Transportation Authority		
MTP	Metropolitan Transportation Plan		
MUTCD	Manual on Urban Traffic Control Devices		
MWSBE	Minority, Women and Small Business Enterprise		
NAOPH	Notice to Afford Opportunity for Public Hearing		
NCHRP	National Cooperative Highway Research Program		
NCTCOG	North Central Texas Council of Governments (nickname = COG)		
NEPA	National Environmental Policy Act		
NFIA	National Flood Insurance Act of 1968		
NFPA	National Fire Protection Association		

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NOA	Notice of Availability	The providing of public notice that an environmental document prepared under NEPA is available for public review and comment.	
NOI	Notice of Intent	The notice that an environmental impact statement will be prepared and considered.	
Nonconformance		Nonconformances are defined as the failure to meet plans and/or specifications upon the completion of a discrete and measurable element of construction (i.e. individual pre-cast units, individual concrete placements, lift of earthwork, etc.). Subsequent work that builds upon an identified nonconforming element shall not proceed until approval of the proposed solution has been received.	
NPDES	National Pollutant Discharge Elimination System		
NRMSIR	Nationally Recognized Municipal Securities Information Repositories		
NTP	Notice to Proceed	Written authorization allowing contracted party to commence contracted work.	
NTTA	North Texas Tollway Authority		
NTTA Standard		A standard drawing that can be utilized on over 75% of NTTA facilities, and is recommended for development by the PM and approved by the DPD or AED.	
O&M	Operations & Maintenance		
OS	Official Statement		
PAB	Policy Advisory Board		

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PAG	Policy Advisory Group		
PAR	Preventive Action Request	A request made to a responsible party when a potential noncompliance has been found with a procedure, process or product. A preventive action request is issued to a Responsible Party through the NTTA QM-10 CAR / PAR procedure. The determination of the root cause of the potential nonconformance and an action plan to prevent occurrence is required.	
PAT	Property Acquisition Tracking		
PCCP	Jointed Plain or reinforced Portland Cement Concrete Pavement		
PCE	Programmatic Categorical Exclusion	Also called a "Blanket Categorical Exclusion." "Blanket Categorical Exclusion" is used by TxDOT while FHWA uses the term "Programmatic Categorical Exclusion."	
PCO	Potential Change Order		
PCR	Project Change Request	The instrument used to request and approve changes to the corridor charter, which contains schedule, scope, and budget of any NTTA capital projects.	
PeopleSoft		The NTTA's financial accounting software, Peoplesoft Financials.	
PGBT	President George Bush Turnpike		
PGBTEE	President George Bush Turnpike Eastern Extension		
PH	Public Hearing	A formal meeting held for projects that cause significant changes to the environment. Public hearings are held after the DEIS is developed. They feature formal presentations and formal comment periods where all concerns are taken into the record and addressed before the project can move forward.	

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Phase		A stage of project or corridor development.	
PHF	Peak Hour Factor	PHF is a ratio of the total hourly traffic volume to the maximum 15-minute traffic rate within the hour.	
PHO	Opportunity for Public Hearing		
PI	Public Involvement	Process for obtaining input from parties affected by a transportation project. The parties may include property owners, residents of adjacent neighborhoods, community/civic leaders and other state/local elected officials. PI also accounts for parties that may be affected socially, economically or environmentally by a project.	
PIO	Public Information Office (or Officer)		
PI Plan		A comprehensive, strategic plan to inform the public and engage stakeholder input, as required by the NTTA Environmental Policy.	
PIR	Project Initiation Request	The instrument used to initiate new NTTA capital projects or corridors prior to requesting any necessary contracts in order to determine project or corridor viability.	
Planning/Environmental Phase		For the purpose of exception reporting, the beginning of the planning/environmental phase is the initiation of planning/environmental efforts. This phase includes the environmental work and the schematic design. This phase ends as the last NTP for final design is issued for the corridor.	
PM	PMO Program Manager		
PM	Public Meeting	A classification of PI meeting that is less formal than a public hearing. A public meeting can be held at any time during the project development process. It also can be used in lieu of public hearings when impacts or changes to proposed projects are not as significant as projects that cause the most changes to the environment.	
PMO	Program Management Office		

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PMP	Project Management Plan	A document explaining the procedures and processes that are in effect to provide timely information to the project decision makers to effectively manage the scope, costs, schedules, and quality of the project, for the federal requirements applicable. A PMP also documents the role of the agency leadership and management team in the delivery of the project. The PMP establishes the metrics by which success of the project is defined.	
Policy Work Groups		Policy work groups are composed of political representatives and senior staff of local agencies considered to have a role in funding, permitting, and processing transportation improvements within the study area. The specific function of the group includes: • providing comments, opinions and guiding the development of the project • coordinating with respective agencies • providing oversight of major activities associated within the project	
Pollutant		Dredged spoil, solid waste, incinerator residue, sewage, garbage, sewage sludge, filter backwash, munitions, chemical wastes, biological materials, radioactive materials, heat, wrecked or discarded equipment, rock, sand, cellar dirt, and industrial, municipal, and agricultural waste discharged into any surface water in the state.	
POS	Preliminary Official Statement		
Pre-Construction Phase		Includes both the planning/environmental phase and the design phase.	
Premium costs		<p>Costs or losses that the NTTA would not have incurred but for the consultant's errors and omissions. Premium costs include, but are not limited to, costs or losses resulting from increased fees, increased unit prices, delays, inefficiencies, rework, or extra work that would not have been incurred but for the consultant's failure to perform in accordance with the contract. <u>By way of example only, and without limiting premium costs</u>, premium costs may be incurred in the following situations:</p> <ul style="list-style-type: none"> • Delays or inefficiencies. Premium costs include delay damages paid to the general contractor that would not have been incurred if the consultant's work had not been subject to errors and omissions. • Rework. If either (a) work performed by contractors or other persons pursuant to plans, specifications, or other work-product prepared by the consultant, or (b) work performed by the consultant itself, must be removed, replaced, or redone due to the consultant's errors and omissions, the costs the NTTA incurs to remove, replace, and/or redo such work are premium costs to the extent they would not have been incurred but for the consultant's errors and omissions. • Extra work. If due to the consultant's errors and omissions, work required for a project is not included in a general contractor's bid at letting, premium costs are the added costs to obtain such extra work over and above what the cost for such work would have been if it had been included in the general contractor's bid. 	

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	Presentation	A 2-slide (or more) PowerPoint presentation that accompanies an executive summary when visual information is needed to discuss the agenda item.	
	Preventive Action	A preventive action is the process used to identify the actions needed to eliminate the cause of a potential nonconformance or other undesirable potential situation in procedures, processes or construction activities before it occurs. These are managed through NTTA QM-10 CAR/PAR procedure.	
	Prime Contractor	The construction firm or joint venture that is awarded the construction contract. A company who contracts for and assumes responsibility for completing a construction project.	
	Prior Approval Authorization	Written and signed document to proceed with the work prior to the processing of the corresponding SA.	
	Pro Forma	The process of presenting financial projections for a specific time period in a standardized format. Pro forma statements are used for decision-making in planning and control, and for external reporting to owners, investors, and creditors. Pro forma statements are often used as the basis of comparison and analysis to provide management with multiple scenarios in order to understand the nature of the financial structure of the NTTA under various conditions.	
	Project Design Criteria Workshop	A meeting and/or workshop with the intent to determine project design criteria to be applied to the corridor design process from the development of concept alternatives to the development of design schematics, as well as final PS&E documents.	
	Project Details	This consists of project description, length, cost, opening date, etc. Generally these details do not change from month to month. Length, cost and opening dates are identified as approximate or estimated.	
	Project Specific Standard	A standard drawing that does not meet the 75% threshold. The development shall be borne by the CM, PM, or DSE as a project specific design detail.	
	Property Survey	A property survey is a survey performed to determine the length and direction of boundaries, and to establish or retrace the position of these lines on the ground. The purpose of a property survey is to determine the metes and bounds, and any conflict in ownership or existing rights of others that affect the ownership of the land	
PRT	Payment Recommendation Transmittal		

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Project Design Criteria Workshop		A meeting and/or workshop with the intent to determine project design criteria to be applied to the corridor design process from the development of concept alternatives to the development of design schematics, as well as final PS&E documents.	
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Property Survey		A property survey is a survey performed to determine the length and direction of boundaries, and to establish or retrace the position of these lines on the ground. The purpose of a property survey is to determine the metes and bounds, and any conflict in ownership or existing rights of others that affect the ownership of the land.	
PRT	Payment Recommendation Transmittal		
PS&E	Plans, Specifications & Estimates		
Punch List		The list of omissions or deficiencies in the work identified by the authority as not completed at the time of substantial completion and provided to the prime contractor. All punch list items must be resolved as a condition of final acceptance.	
QM	Quality Manager		
QMS	Quality Management System	The collective set of documents that manage and control processes so as to achieve quality objectives and customer and regulatory requirements. The QMS is composed of the Quality Manual, Procedures, Manuals, Forms and Records.	
Quality Record		Records which provide objective evidence of the fulfillment of system, process or product requirements.	
RAB	Restoration Advisory Board		

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RAT	ROW Acquisition Team		
Record		Recorded information, regardless of medium or characteristics, made or received by an organization that are evidence of its operations, and have value requiring its retention for a specific period of time. Recorded information in any format that is created, received, and maintained as evidence and information by an organization or person, in pursuance of legal obligations or in the transaction of business. Records have these characteristics: authenticity (it is what it says it is), reliability (it can be trusted as a full and accurate representation of the transactions or facts), integrity (it is complete and unaltered), and usability (it can be located, retrieved, presented, and interpreted).	
Record Destruction		The process of eliminating or deleting records beyond any possible reconstruction.	
Record Retention		A document retention procedure provides for the systematic review, retention and destruction of documents received or created in the course of business.	
Record Retention Schedule		A control document that sets out the periods for which an organization's business records should be retained, to meet its operational needs and to comply with legal and other obligations.	
Regional Tollway Authority Act		The statute that primarily governs the NTTA and sets out the NTTA's powers. It comprises Chapter 366 of the Texas Transportation Code.	
Regional Travel Demand Model		Used to predict future travel patterns by analyzing existing and future land use conditions and transportation network characteristics, in conjunction with models of human behavior and other travel characteristics. The Dallas-Fort Worth Regional Travel Demand Model (DFWRTM) is the official travel demand model developed and used by NCTCOG.	
Reject		The act of determining that a product is unsuitable for its intended purpose and economically or physically incapable of being reworked or repaired to meet the specified requirements.	
Repair		May meet the required functional use, but this action will not bring the nonconformance into compliance with original plans and specifications. This disposition requires NTTA approval.	
Resolution		A 1-page document that approves monetary or policy action by the Board of Directors. It is signed by the Board Chairman and witnessed by the Board Secretary. Resolutions are numbered.	

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	Resource Manager	The individual assigned as the manager of a resource consultant.	
	Resource Pool Consultant	Consulting firm hired by NTTA to provide professional services to serve the CMs and their teams.	
	Rework	Upon completion the corrections made will bring the identified nonconformance into compliance with the original plans and specifications	
	Retention Period	The length of time documents must be stored and maintained to satisfy business or legal requirements.	
	Revised Baseline Schedule	When major changes occur to the current project plan, a revised baseline schedule is developed to illustrate the new plan.	
	Revised NTTA Standard	An existing NTTA Standard that is recommended for improvement with revisions.	
RFI	Request for Information	A written inquiry for additional information.	
RFP	Request for Proposals	An RFP is issued for the provision of general goods and services by competitive sealed proposals.	
RFQ	Request for Qualifications	An RFQ is issued for the provision of professional or consulting services.	
RITE	Regional Integrated Toll Enhancement		
RMA	Regional Mobility Authority		

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RMF	Reserve Maintenance Fund		
ROD	Record of Decision	The document signed by TxDOT or FHWA, as appropriate, after the publication of the final environmental impact statement that presents the basis for the decision, summarizes the responses to comments received, and summarizes any mitigation measures and commitments.	
ROE	Right of Entry	The rights of one party to enter the land of another party without committing trespass. In the case of the NTTA, there are two different types of a right of entry. The first is the statutory right of entry given the NTTA under its enabling legislation. Section 366.164 of the Texas Transportation Code allows the NTTA to enter another party's property to "make a survey, geotechnical evaluation, sounding or examination" in connection with the NTTA's acquisition of property; the NTTA is required to reimburse the owner for any damage it causes in doing so. Consequently, the NTTA has the right to go on property to conduct those sorts of activities without getting the agreement of the owner. However, as a practical matter, the NTTA typically notifies the owner in advance, at the least. A second kind of right of entry is a formal written right of entry agreement which the NTTA must obtain to do any more extensive activities (such as actual construction work) on the property of another. The NTTA often obtains these written rights of entry if it needs a parcel for project construction and is still in negotiation with the owner regarding the price or other terms of sale. In those cases, a written right of entry gives the parties more time to try to work out an agreement to acquire the property before the NTTA is forced to start a condemnation action.	
ROW	Right-of-Way	In the case of the NTTA, the path or corridor of property required for the construction and operation of a turnpike project. In addition to the tolled lanes, a right of way (sometimes hyphenated as "right-of-way") can include the land required for service or frontage roads, interchanges, relocated utilities, sound or retaining walls, drainage and similar structures, and similar structures. The NTTA typically acquires full fee simple title in all right of way, as compared to an easement or other interest in land. However, in some cases easements or other legal interests have been used instead of fee title.	
ROW Acquisition		The process where by a government agency acquires an ownership interest in real estate, often under the threat of eminent domain.	
ROW Cost Estimate Template		An Excel spreadsheet tool containing numerical formulas that assess the populated data in a format that flows and is easily understood by the end user(s).	

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RTC	Regional Transportation Council		
SA	Supplemental Agreement	An addendum to an existing contract to cover an additional scope of work. The additional work must be similar in scope to the original contract. Supplemental agreements are used to add to work scope, not to alter existing requirements.	
SAFETEA-LU	Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users	This legislation, signed by President Bush on August 10, 2005, authorizes the federal surface transportation programs for highways, highway safety, and transit for the 5-year period 2005-2009. The requirement for the PMP and financial plan are contained in Section 1904(a) of SAFETEA-LU. The contents of SAFETEA-LU can be viewed online at http://www.fhwa.dot.gov/safetealu/index.htm .	
SBE	Small Business Enterprise		
SCE	State Categorical Exclusion		
Schedule Milestone		A major event which occurs during the course of a project. This may include the beginning of design, start of construction, and project completion.	
Services in Kind		Services provided by a consultant in lieu of money as restitution for premium costs chargeable to the consultant.	
SH	State Highway		
SIM	System Incident Management		
Sketch Level T&R Analysis		This is a preliminary analysis of projected traffic and toll revenue estimates used to analyze initial project financial feasibility.	
Sketch Level Traffic Forecast		Traffic projections – including anticipated average daily traffic - ADT, AM peak hour traffic, PM peak hour traffic and associated turning movements – supporting the design schematic and environmental documentation required for environmental clearance.	

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SLAPP	Strategic Lawsuit Against Public Participation		
Small Construction Activity		Construction activities including clearing, grubbing, grading, and excavating that result in land disturbance of equal to or greater than one (1) acre and less than five (5) acres of land. Small construction activity also includes the disturbance of less than one (1) acre of total land area that is part of a larger common plan of development or sale if the larger common plan will ultimately disturb equal to or greater than one (1) and less than five (5) acres of land.	
SOV	Single Occupant Vehicle		
Special Provisions		Additions or revisions to standard specification or special specifications. Special provisions are documented to capture a necessary departure, modification, or addition to an existing specification. Special provisions become part of the Contract document and are provided in the Specification book.	
Special Specifications		Supplemental specification applicable to the contract not covered by standard specifications. Special specifications may be specific to a particular contract or may be determined to be globally applied in multiple contracts. Special specifications become part of the Contract document and are provided in the Specification book.	
SPOC	System Projects and Operations Committee		
STA	State Transportation Agency		
Stakeholder		A person that has an investment or interest in a project.	
Stakeholder Advisory Group		A group of identified individuals that have an interest in a specific project. Stakeholder advisory groups have multiple categories, including elected officials, affected property owners, local businesses and government agencies. When a project has numerous stakeholders, it is often beneficial to form various groups and hold meetings to obtain input from and provide information to a targeted group.	
Stakeholder Database		A computer file that contains stakeholder contact information including but not limited to, name, title, address, phone number and e-mail address.	

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	Stakeholder Meetings	Meetings involving anyone with an interest in a project. That can include elected officials, residents, commuters, businesses, property owners, civic groups, and community and cultural organizations. It can also include schools, daycares, churches, hospitals, emergency response services, regional agencies, local agencies, state agencies, federal agencies, utility owners, railroad and transit operators, chambers of commerce, other consulting firms or agencies working on or near the project area, and other towns or cities that may be affected by the project.	
	Standard Drawing	Detailed drawings developed and released by the NTTA or TxDOT that depict standard, industry accepted construction or installation parameters. Standard drawings are used when possible to obtain consistency within construction components across the NTTA system.	
	Standard Specifications	Specifications provided in the <i>TxDOT Standard Specifications for Construction and Maintenance of Highways, Streets, and Bridges</i> . These specifications provide directives or requirements issued or made pertaining to the method and manner of performing the work, or to quantities and qualities of materials to be furnished under the Contract. These specifications refer to Departmental Material Specifications, ASTM, or AASHTO specifications, or TxDOT bulletins and manuals, and imply the latest standard in effect on the date of the proposal.	
	Standards Committee	The committee responsible for review and recommendation for approval of NTTA Standard drawings. The Standards Committee is comprised of the following members: Standards Manager, PMO Design Manager, PMO Construction Manager, PMO Maintenance Liaison, PMO Visual Quality Manager, and NTTA Legal Counsel.	
	State Plane Coordinate System	The plane-rectangular coordinate systems established by the US Coast and Geodetic Survey.	
	Status Schedule Update	A progress update of the baseline schedule indicating actual start and finish dates, and updates to the forecasted start and finish dates.	
STIP	Statewide Transportation Improvement Plan		
STM	Short-Term Modification		
	Storm Water	Runoff resulting from a precipitation event or other discharge of water. Normally associated with construction activities, bare ground, or developed areas.	
	Submittal	Any contract required submittal – includes shop drawings, required material and product samples, etc.	

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Submittal Review Stakeholders		Members within the PMO responsible for review of varied submittals. This group includes the EOR, CM, NTTA staff, maintenance staff, DPM of construction, or other vested parties – that provide as needed review of submittals.	
Substantial Completion		The stage in the progress when the work, or in the case of beneficial occupancy a designated portion thereof, is sufficiently complete in accordance with the contract documents so the authority can occupy or utilize the work for its intended purpose when, in the opinion of the authority, it is deemed to be in the best interest of the authority to occupy or accept for use such a part, provided that all critical system safety elements have been completed.	
SUE	Subsurface Utility Engineering	Engineering process used to verify locations of existing subsurface utilities at specified degrees (levels) of accuracy and comprehension; from information derived through collection of existing records (level D), to precise horizontal and vertical location of utilities obtained by the actual exposure and subsequent measurement of subsurface utilities at specific points (level A).	
Support of the Project		The parties support the construction and operation of the project as a turnpike/tollway project and agree to take all future actions reasonably requested by the NTTA which are consistent with the agreement.	
Surveyor, Land Surveyor or Registered Professional Land Surveyor		A person holding a valid license to practice land surveying as a Registered Professional Land Surveyor (RPLS) in the state of Texas, as issued by the Texas Board of Professional Land Surveying (TBPLS).	
SWAP	Swap Management Plan		
SWDG	System-Wide Design Guidelines	Aesthetic design practices, products and solutions approved by the NTTA to achieve visual quality in a project.	
SWG	Staff Work Groups	The staff work groups are composed of representatives from NTTA staff, PMO, agencies and/or local governments which could have a possible role in funding, permitting, and/or planning/implementing any proposed transportation improvements within the project study area. General duties of the group include: <ul style="list-style-type: none"> • policy decisions to guide the technical development of the project • receive and assess reports on project development • comment on the project schedule • provide oversight of major activities associated directly with the project and/or within the project's study area • assist in detailed development and evaluation of alternatives • review project activities and findings • coordinate agency activities associated with the study 	
SWP	Southwest Parkway		

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SWPCTP	Southwest Parkway/Chisholm Trail Parkway		
Synopsis		A brief description of the meeting highlights (ie – main points of discussion).	
T&R	Traffic & Revenue		
TAC	Texas Administrative Code		
TAF	The Appraisal Foundation		
TBPLS	Texas Board of Professional Land Surveying		
TCEQ	Texas Commission on Environmental Quality		
TEA-21	Transportation Equity Act for the 21st Century		
TEB	The East Branch (SH 190)		
TECP	Tax Exempt Commercial Paper		
Term of Agreement		The ILA remains in effect until all of its terms are fully performed.	

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NTTA Term Sheet Review Staff		The NTTA legal representative and CM develop a team from NTTA and PMO staff to review the term sheet.	
THC	Texas Historical Commission		
TIFIA	Transportation Infrastructure Finance and Innovation Act	Federal	
TIMS	Traffic and Incident Management System		
TIP	Transportation Improvement Plan		
TNRCC	Texas Natural Resource Conservation Commission		
TPDES	Texas Pollutant Discharge Elimination System		
TPWD	Texas Parks & Wildlife Department		
TRB	Transportation Research Board		
TRC	Traffic & Review Consultant		
TRE	Traffic and Revenue Engineer		

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TSPS	Texas Society of Professional Surveyors		
TTA	Texas Turnpike Authority		
TTC	Texas Transportation Commission		
TTF	Transition Trust Fund		
TTI	Texas Transportation Institute		
Turnpike Project		The infrastructure that the NTTA primarily is authorized to study, finance, design, construct, operate, and/or maintain under state law. Under the Regional Tollway Authority Act, the term is defined as "a highway of any number of lanes, with or without grade separations, owned or operated by an authority under this chapter [i.e., the Regional Tollway Authority Act] and any improvement, extension, or expansion to that highway, including: (A) an improvement to relieve traffic congestion and promote safety; (B) a bridge, tunnel, overpass, underpass, interchange, service road, ramp, entrance plaza, approach, or tollhouse; (C) an administration, storage, or other building the authority considers necessary to operate the turnpike project; (D) a parking area or structure, rest stop, park, and other improvement or amenity the authority considers necessary, useful, or beneficial for the operation of a turnpike project; and (E) property rights, easements, and interests the authority acquires to construct or operate the turnpike project."	
TxDOT	Texas Department of Transportation		
TxDOT (MOD) Standards for NTTA		Pre-drafted TxDOT standards with slight modifications for use on the NTTA system. The DSE should review all modifications prior to affixing seal and signature. These pre-drafted standards are available through the Standards Manager and/or Document Control.	
UC	Utility Coordinator	A member of the PMO team that interfaces between the UCC and the NTTA.	

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UCC	Utility Coordination Consultant	The consultant under contract with NTTA responsible for the relocation and adjustment of all utilities deemed to be in conflict with the proposed roadway alignment.	
Uncontrolled Documents		Uncontrolled documents are issued for information purposes only and are not tracked for revision control.	
Uniform Relocation and Real Property Acquisition Policies Act of 1970 (as amended)		Legislation establishing the federal guidelines for land acquisition programs using federal funds.	
UO	Utility Owner		
US	United States	No punctuation used - for highway prefix or anything else	
USACE	US Army Corp of Engineers		
USCG	US Coast Guard		
USFWS	US Fish & Wildlife Service		
USGS	US Geological Survey		

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USPAP	Uniform Standards of Professional Appraisal Practice	The quality control standards applicable for appraisal analysis and reports in the US and its territories. USPAP was first developed in the 1980's by a joint committee representing the major US and Canadian appraisal organizations. As a result of the Savings and Loan Crisis, the Appraisal Foundation (TAF) was formed by these same groups, along with support and input from major industry and educational groups, and TAF took over administration of USPAP. The Financial Institutions Reform, Recovery and Enforcement Act of 1989 authorized the Appraisal Subcommittee (ASC), which is made up of representatives of the leading U.S. government agencies and non-governmental organizations empowered to oversee the U.S. mortgage and banking system. The ASC provides oversight to TAF.	
VE	Value Engineering	An organized application of common sense and technical knowledge directed at finding and eliminating unnecessary costs in a project.	
VES	Video Enforcement System		
VIA	Visual Impact Assessment	A model used by the FHWA and state highway authorities for evaluating visual impacts on large and complex transportation projects; in this manual limited to management of visual resources through integration of aesthetic considerations as an integral part of good design.	
Viewers		The people who are likely to see a project; in this manual limited to roadway users, who will have views from the road, and roadway neighbors, who will have views of the road.	
Visual Character		The appearance formed by the order of patterns composing it; the visual elements of these patterns are the form, line, color, and texture of the landscape's components; their interrelationships can be described in terms of dominance, scale, diversity, and continuity.	
Visual Compatibility		The degree to which development with specific visual characteristics is similar in character to its context or setting.	
Visual Impact		The degree of change in visual resources and viewer response to those resources caused by a project; in this manual limited to those changes which have a significant bearing on project decisions and appearance outcomes.	

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ACRONYM	TERM	DEFINITION	
Visual Quality		An evaluative appraisal of the relative excellence of a view or sequence of views; individual judgments of quality are affected by the values and activity of the viewer; nevertheless, broad consensus can usually be established on the relative quality of different landscapes within the same region; trained observers can predict the consensus by using explicit evaluative criteria and a reliable measurement methodology; in this manual limited to judgments about visual quality commensurate with NTTA policies, practices, and opinions.	
Visual Quality Management		The process of harmoniously integrating aesthetic design considerations with transportation engineering solutions.	
Visual Resources		The appearance of features that make up the visible landscape of the Project and surroundings.	
VPC	Violation Processing Center		
vpd	vehicles per day		
VPS	Violation Processing System		
WA	Work Authorization	Method of administering specific project work with defined scope, deliverables, time line and cost, within the broader control of a master contract.	

REVISION HISTORY:

Revision	Revised By	Date Issued	DRN	Reason for Revision
0		06/05/2008		Original Issue
1		09/18/2008		Additional Definitions and Acronyms added
2	Md Omar Faruk	11/06/2009	10027	Additional Definitions and Acronyms added
3	Troy Federspiel	05/21/2010	10151	Definition Clarification