



INDIANA DEPARTMENT OF TRANSPORTATION

Design Memo No. 26-18

July 8, 2026

TO: All Design Personnel and Consultants

FROM: /s/ Luis A. Laracuenta
Luis A. Laracuenta, PE
Highway Engineering Director

SUBJECT: Road Review Checklist

REVISES: *Indiana Design Manual*/Sections 14-2.0, 14-2.01(04), 14-2.01(08), 14-2.01(13),
14-2.03(01), 14-2.03(10)

EFFECTIVE: Road Project Stage 1, 2, or 3 Submittal on or after May 22, 2026

The following information was originally published with [Road Design Aid](#) 100-03.

The Highway Engineering Division has developed a Road Review Checklist and Status Sheet document to improve uniformity, transparency, and consistency in the design review process.

The checklist defines the specific items that must be reviewed at each design stage. The status sheet is included to track the completion and approval of key project documents and design elements. Together, this information helps INDOT understand the readiness of critical items as projects approach Stage 3 and PS&E.

Using the Road Review Checklist

Completing and submitting the Road Review Checklist is applicable to road projects only. Guidance for using the existing Bridge Design Review checklists is unchanged.

Designer Responsibilities

- Use the checklist as a quality control tool, aligning internal reviews with INDOT expectations.
- Complete the checklist and upload it with each stage submittal.
 - Reviewers will complete the checklist and return it with review comments.
 - All reviewer comments must be addressed in the next submittal.
 - Some checklist items may not apply to a project. In those cases, the designer should mark the item as Not Applicable (NA).

Using the Status Sheet

The Status Sheet Provides INDOT with a clear snapshot of where critical project components stand. This includes required approvals and design documents such as hydraulics, geotechnical, pavement design, ADA/TAC coordination, design exceptions, environmental documentation, and other Stage 3 readiness items.

Designer Responsibilities

- Update the Status Sheet at each design stage to support coordination.
- Ensure the information accurately reflects the current status of the items listed. Missing or incomplete items may require clarification or resubmittal.

IDM and Design Manual Editable Documents

The referenced sections of IDM [Chapter 14](#) have been revised to reflect these changes.

The Road Review checklist is available from the [Design Manual Editable Documents](#) webpage, under the Design Submittal category.

The naming convention “HwyDgnRvwChk” has been added to the ERMS File Naming Convention document.

Questions

Questions about this memo should be directed to the Highway Engineering Division, Luis A. Laracuente, at lularacuente@indot.in.gov.