

Memorandum

To: All Divisions and Districts

From: Craig Branch, Survey Program Manager

Through: Mick Syslo, Deputy Director Operations
Khalil Jaber, Deputy Director Engineering

Date: September 8, 2025

Subject: DPD- Implementation of Establishing a Roadway Centerline

Earlier this year, NDOT released its Digital Project Delivery Implementation Plan, establishing a multi-year roadmap for advancing model-based project delivery across the agency. As part of this effort, NDOT completed a detailed gap assessment to identify areas for improvement. One of the key findings from this assessment was the need to establish a more consistent and field-based approach for identifying and surveying the roadway centerline prior to design.

Historically, the process for determining the existing roadway centerline has varied across projects and Districts, which has led to inconsistent alignment data and added effort during design and construction. In some cases, projects have relied on office interpretation of existing plans and record drawings rather than verifying centerline geometry in the field.

To address this gap, NDOT has developed the **Standard Operating Procedure (SOP) for Identifying and Surveying a Roadway Centerline**. This SOP establishes a consistent, field-based method for determining the existing roadway centerline and creates a repeatable process that supports accurate design, streamlined modeling, and reliable asset integration throughout the project lifecycle.

The SOP is primarily designed for **two-lane undivided highways**, NDOT will provide additional project-specific guidance for **divided highways** to account for their unique geometry and construction characteristics.

All projects with survey data submitted **after September 15, 2025** will be required to follow the SOP. To support implementation, NDOT will deploy updated **OpenRoads Designer (ORD)** software and provide training on the Alignment Creation process between **September 15, 2025, and January 1, 2026**. Districts and consultants are strongly encouraged to retroactively apply the SOP to any projects that have not yet entered design.

Designers should begin using the District provided alignments for all projects where provide and that have not started design by **September 15, 2025**. They can determine if an alignment has

been provided by looking for the alignment file in ProjectWise in the following location: NDOT Production- Documents- District #- Control Number- District- Field Data.

Additional guidance and training can be found for Establishing a Roadway Centerline on the [Digital Project Delivery webpage](#).

Thank you for your continued support of NDOT's Digital Delivery efforts.

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