

Click the **ACE** tab to display the list of projects.

Yes - indicates you have completed the review

No - indicates you have not completed the review

Click the ETDM# link to display all related ACE pages.

On the ACE Document Review column, click the Yes or No link.

1

2

3

OR

Reviewing and Approving the Alternative Corridor Evaluation (ACE) Methodology Memorandum (MM)

Click Reports, Agency Participation, and then click Projects Needing Review.

Action: As the Lead Agency, OEM Approves/Not Approves the ACE MM.

When: After ETAT agency review, the Lead Agency-OEM- receives an email notification.

QUICK TOUR

How: Follow the steps shown in this guide to access the ACE Document Reviews page, where you will review the MM and associated documents and indicate acceptance. Review comments can be made as Draft or Final.





- The MM and supporting documents will be listed as links in the Document (PDF) column. Click the document's filename to open it for viewing.
- Click the relevant button beside your selection Accepted or Not Accepted. If you select Not Accepted, you must provide comments in the text box below.
- In the text box provided, type your **Comments**.

Select one of the following:

- Click the Save as draft button to save your • selection and comments. You can return to make further changes.
- Click the Save as final to indicate the MM review for the project is complete. Note: This option will not allow further edits.
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d Submit submitted here will be considered part of your agency's comments on the Methodo <u>logy</u> for this project.	
re as draft (review will be editable until the end of the review period on 04/16/2017)	
Identity: OEM ETAT Primary @ FDOT Office of Environmental Management	
assword:	
You have authority to perform the requested operation	

5

9

The MM and supporting documents will be listed as links in the

Document (PDF) column. Click the document's filename to open it for viewing. Click the Print Confirmation PDF button to print hard copy or download.



Under Lead Agency Review Confirmation, click the available links to check your reviews.

ACE Documents Review	🖄 🔁 🔁
#12763	
istrict: District 2 Phase: Planning Screen Contact Information: David H. Evans (904) 596-7967 test-FD2-devans-ou585@devnull.fla-etat.org	
CE Methodology Memorandum lick on document filename to open and review	Review period: 01/06/2017 - 04/16/20
Document (PDF) Size (MB) Description Testing.pdf 0.08 testing Print Confirmation PDF 0.08 testing	
ead Agency Review Confirmation 'our comments have been successfully submitted. Please review the confirmation below to ensure that your review displays correctly. Once you have rev Make Additional Changes Jump to the ACE Document Report report. Diverview gency: FDOT Office of Environmental Management Reviewed on: Jan 30, 2017	viewed your comments, you may select from one of the following options:
ACE Methodology Memorandum Review inalized: No Acknowledgment: Accepted comments:	



For questions and assistance, contact the OEM Help Desk at help@fla-etat.org or call 850-414-5334.

