


Delivery and Operations Division

Project Delivery Operational Notice

Operational Notice Number PD-16	Original Effective Date 6/16/2014	Revised Effective Date 11/07/2025	Review or Rescind Date 11/07/2027	Reviewing Position Statewide Project Delivery Manager  <small>David KIM (Nov 7, 2025 16:51:26 PST)</small>
Operational Notice Title Mobility Program Management			Topic or Program Mobility Program	

Purpose

To set policy and requirements for mobility program management in the Oregon Department of Transportation (ODOT) delivered projects in all stages of the transportation system project lifecycle, from scoping (program development) through construction and including maintenance/operations.

This operational notice is consistent with the policies and procedures contained within the more detailed ODOT [Mobility Procedures Manual](#).

Overview

The mission of the Statewide Mobility Program is to balance mobility and work zone safety through policy compliance and facilitating partnerships between ODOT and external stakeholders to provide a safe and reliable transportation system in Oregon.

Due to the economic importance of free-flowing, predictable highway travel, ODOT has established requirements and processes for managing interested party engagement and resolving issues impacting freight and traffic mobility on the state highway system.

Background and Rationale

ODOT is required to comply with the FHWA 630 Rule for Work Zone Safety and Mobility. We share ownership and responsibility for ensuring safety in all that we do. In addition, all stages of the project delivery lifecycle are subject to the [Work Zone Guiding Principle](#) which establishes ODOT's work zone safety goal of zero fatalities and injuries, while efficiently moving people and goods. Implementation will ensure that ODOT complies with work zone safety and mobility provisions of FHWA rules and meets its goals for traffic mobility and safety.

Key Policy Considerations

Refer to the Mobility Procedures Manual for details on key policy, processes and procedures.

Key policy considerations regarding mobility management include:

- **Work Zone Safety:** All stages of the project delivery lifecycle on the state highway system are subject to the Guiding Principle and use of the Work Zone Decision Tree.
- **Identification of Mobility Impacts:** The Mobility Considerations Checklist (MCC) must be used to identify mobility impacts both in project development and during project construction (e.g. deviating from language in the specifications).
- **Communication and Coordination:** Actions that may affect mobility require specific notification and communication processes, which include collaboration with key industry partners in initial and continuing conversations about alternatives and mitigation requirements.
- **Temporary Restrictions:** Several factors must be considered before implementing temporary restrictions on vertical or horizontal clearances, weight, route, detours, ramp closures, or before implementing any traffic delays.
- **Critical Route Pairs:** If a route needs to be restricted, ODOT will collaborate closely with the freight industry to minimize the impact of construction projects for mobility on state highways.
- **Permanent Restrictions:** Projects that have the potential to permanently reduce vehicle-carrying capacity on Reduction Review Routes subject to ORS 366.215 require a Stakeholder Forum review facilitated by the Mobility Services Team.
- **Roundabouts:** ODOT's "Roundabouts on the State Highway System" Directive (Highway Directive DES 02) establishes the expectation and processes concerning freight mobility to be followed whenever a roundabout is proposed to be installed on the state highway system.
- **Contract and Design Considerations:** During the development of projects, consideration should be given to practices that will eliminate or minimize mobility impacts for both traffic and freight.

Key Roles and Responsibilities

ODOT's mobility program is managed by the Statewide Project Delivery Branch (SPDB) in partnership with the Regions. Roles and responsibilities for ODOT's mobility program are included in the Mobility Procedures Manual.

Expectations

Regions must evaluate all construction projects for mobility and review options carefully throughout each phase of the project to minimize the duration and severity of freight restrictions and traffic delays on state highways. Project teams will collaborate with key industry partners through the ODOT Mobility Services Team (MST) in initial and continuing conversations about alternatives and mitigation requirements.

Direction

All state and federally funded projects must follow the policies and procedures in the Mobility Procedures Manual (MPM).

Process or Action Required

1. Refer to the MPM for the most current policies and procedures.
2. Engage the appropriate Region Mobility Liaison and the Mobility Services Team (MST) early to meet requirements for having projects reviewed for mobility impacts. See [mobility contacts](#).
3. Take [trainings](#) provided by the Mobility Program to ensure familiarity with applicable policies, procedures and resources.
4. Engage with the Mobility Advisory Committee through the MST (as required per the project review criteria in [Appendix C of the MAC Charter](#) to provide for mobility interested party input.
5. Communicate design changes affecting permanent and/or temporary mobility impacts early with the Region Mobility Liaison and the MST so they can be shared (if necessary) with the MAC for input.

Key Policy References

Policy Area	References
Work Zone Safety	Relevant Mobility Procedures Manual Chapters/Sections <ul style="list-style-type: none"> • Chapter F3.1(a & b): Key Policy Considerations/Work Zone Safety • Chapter 1.2: Work Zone Safety Statute, Rule, Policy, Guidance, Supporting Documents <ul style="list-style-type: none"> • Guiding Principle for Work Zone Safety (TRA 10-16) • Work Zone Decision Tree Form • Project Level Transportation Management Plan Guidance Manual
Identification of Mobility Issues	Relevant Mobility Procedures Manual Chapters/Sections <ul style="list-style-type: none"> • Chapter F3.2: Key Policy Considerations/Identification of Mobility Impacts • Chapter 2.3.1: Mobility Considerations Checklist Statute, Rule, Policy, Guidance, Supporting Documents <ul style="list-style-type: none"> • Mobility Considerations Checklist form • Mobility Considerations Checklist Guide • Project Review Criteria - Appendix C: MAC Charter
Communication Coordination	Relevant Mobility Procedures Manual Chapters/Sections <ul style="list-style-type: none"> • Chapter F3: Key Policy Considerations • Chapter F5: Roles & Responsibilities/Issue Resolution • Section 5: Mobility Advisory Committee Engagement Statute, Rule, Policy, Guidance, Supporting Documents <ul style="list-style-type: none"> • Public Involvement Expectations for Project Delivery PD-12 • Mobility Considerations Checklist Form • Mobility Considerations Checklist Guide • MAC Meeting Guidelines -Appendix D: MAC Charter

Policy Area	References
Temporary Restrictions	<p>Relevant Mobility Procedures Manual Chapters/Sections</p> <ul style="list-style-type: none"> • Chapter F3.4: Key Policy Considerations/Temporary Restrictions • Section 2: Temporary Impacts Project Reviews • Section 3: Construction Coordination • Section 4: Maintenance & Emergency Coordination <p>Statute, Rule, Policy, Guidance, Supporting Documents</p> <ul style="list-style-type: none"> • ODOT Traffic Control Plans Design Manual • Guiding Principle for Work Zone Safety (TRA 10-16) • Project Review Criteria - Appendix C: MAC Charter
Critical Route Pairs	<p>Relevant Mobility Procedures Manual Chapters/Sections</p> <ul style="list-style-type: none"> • Chapter F3.5: Key Policy Considerations/Critical Route Pairs • Chapter 2.2: Critical Route Pairs <p>Statute, Rule, Policy, Guidance, Supporting Documents</p> <ul style="list-style-type: none"> • Understanding Oregon's Critical Route Pairs Training Course • Critical Route Pairs GIS Map • Critical Route Pair Map Instructions
Permanent Restrictions	<p>Relevant Mobility Procedures Manual Chapters/Sections</p> <ul style="list-style-type: none"> • Chapter F3.6: Key Policy Considerations/Permanent Restrictions • Section 1: Early Planning <p>Statute, Rule, Policy, Guidance, Supporting Documents</p> <ul style="list-style-type: none"> • ORS 366.215: Reduction in Vehicle-Carrying Capacity • OAR Chapter 731, Division 12: Reduction in Vehicle-Carrying Capacity • Vertical Clearance Directive (TRA 07-15) • Overhead Structures/Update Vertical Clearance (RD17-02 B): • Highway Design Manual (Horizontal Clearances) • Size and Weight Restrictions Policy (PMT-06-01)
Roundabouts	<p>Relevant Mobility Procedures Manual Chapters/Sections</p> <ul style="list-style-type: none"> • Chapter F3.7: Key Policy Considerations/Roundabouts • Chapter 1.5: Roundabouts <p>Statute, Rule, Policy, Guidance, Supporting Documents</p> <ul style="list-style-type: none"> • Roundabouts on State Highway System Directive (DES-02) • Mobility Engagement Guidance - Intersection Improvements & Roundabouts
Design & Contract Considerations	<p>Relevant Mobility Procedures Manual Chapters/Sections</p> <ul style="list-style-type: none"> • Chapter F3.8: Key Policy Considerations/Design & Contract Considerations • Chapter 1.6: Design & Contract Considerations <p>Statute, Rule, Policy, Guidance, Supporting Documents</p> <ul style="list-style-type: none"> • Work Zone Traffic Analysis Manual • TCP Design Manual (3.5.2 Contracting Provisions and Alternative) • Incentive/Disincentive Contracting Provisions (PD-17)