



INTEROFFICE MEMO

TECHNICAL SERVICES

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DATE: October 15, 2004

TO: Area Managers
Project Managers
Consultant Project Managers
District Managers
Bridge Delivery Unit Manager

FROM: Edward L. Fischer, P.E. PTOE
State Traffic Engineer

SUBJECT: Certified Traffic Signal Inspectors

This memorandum is to notify all effected parties that effective April 1, 2005 all traffic signal and electrical construction on state highways will require construction inspection by personnel certified by ODOT as Certified Traffic Signal Inspectors (CTSI). The CTSI are in addition to and do not eliminate the need for certified electrical inspection in compliance with electrical permits issued by local agencies.

Background

For the past 15+ years ODOT's Traffic Engineering and Operations has given Traffic Signal Inspector Certification training to ODOT staff, local governments, and consultants. The training focuses on Traffic Signals, but applies to all electrical installations. Those who pass the test at the end of class are Certified Traffic Signal Inspectors (CTSI) for three years.

- Training is offered during February through April each year.
- Class locations vary according to demand, but typically classes are held in Salem, Portland, Roseburg, and LaGrande each year
- Typically 100 to 150 people are certified each year
- Each CTSI is given a laminated pocket card listing name, certifications, and expiration dates

Currently 429 people from ODOT, local agencies and consultant firms are Certified Traffic Signal Inspectors (CTSI). The current list can be found at the Construction Sections web site www.odot.state.or.us/techserv/operatns/techcert/techcertDynamic/Index1.cfm.

The Future

The CTSI certified project inspectors combined with supplemental inspection from ODOT electricians has greatly increased the quality of electrical installations. Building upon this

success, CTSI is now a requirement for inspection of electrical installations on the State Highway System or installations ODOT will maintain by agreement. Electrical installations include, but are not limited to, traffic signals, illumination, variable message signs, road and weather information systems, video camera systems, and other intelligent transportation systems. This requirement should not be a hardship for ODOT construction offices, or Consultants, or local agencies since the majority are following this practice today.

ODOT inspected projects

Inspectors must be CTSI certified for electrical installations. The Project Manager should ensure that this requirement is fulfilled. Traffic Engineering and Operations staff is readily available to assist inspectors with on site visits, phone conversations, and e-mail. In all cases, supplemental inspection from ODOT electricians should continue and should be coordinated between the inspectors and electricians. Again, this will not eliminate the need for inspection by local agencies in fulfillment of electrical permits.

Consultant inspected projects (Non-permit projects)

Consultant inspectors must be CTSI certified for electrical installations. The contract between ODOT and the Consultant should contain language requiring CTSI certified inspectors. Amendments to current contracts should be made to include this requirement.

Installations by Permit for Local Agencies and Developers

Local Agency or Consultant inspectors must be CTSI certified for electrical installations. This requirement should be included in the permit given by ODOT. The District Permitting Office shall verify this requirement prior to construction. The permit fee should be reviewed to cover the electrician's supplemental inspection.

ODOT Publications

The Construction Sections publications ODOT Inspector's Manual 2001 and/or ODOT Construction Manual 2001 will be modified to include this requirement in their text.

cc: Cathy Nelson, Technical Services Manager
Mike Wolfe, Manager, OPD
Alternative Delivery Unit Manager
Doug Tindall, Maintenance Engineer
Jeff Gower, Construction Manager
David Greenberg, Traffic Design Engineer
Mark Rodgers, TSSU Manager
Lead ODOT electricians
Region Tech Center Managers
Scott Cramer, Traffic Signal Engineer

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