

PROJECT MOBILITY CONSIDERATIONS CHECK LIST

PDLT Operational Notice
PD-16 – Revised 06/03/2014

PROJECT NAME:	KEY NUMBER:	LOCATION:
HIGHWAY NAME:	ROUTE #:	Mile Post #:

NOTE 1: This checklist is initiated by a Project Leader or Local Agency Liaison during the project development phase, submitted with the PS&E Package, and provided to the construction project manager when transitioning the project to the construction phase.

NOTE 2: Off-system projects that create a mobility impact on the state system must also comply with PD-16 and this checklist. Project Leaders and Local Agency Liaisons with projects (*both on-system and off-system*) that have no mobility impacts should check the “No Mobility Impacts” box and sign the checklist (MCTD signature is not required for a “no mobility impact” project) before submitting it with the PS&E package.

NOTE 3: The following link provides detailed guidelines for submitting project information to MCTD for Mobility Considerations Checklist Approval: <http://www.oregon.gov/ODOT/MCT/docs/Guidelines%20for%20Submitting%20Project%20Information.pdf>

Check all that apply

IMPACT ON MOBILITY:

- | | | |
|--|---------------------------------------|---------------------------------------|
| <input type="checkbox"/> No Mobility Impacts | <input type="checkbox"/> Delays | <input type="checkbox"/> Ramp closure |
| <input type="checkbox"/> Road closure | <input type="checkbox"/> Width | <input type="checkbox"/> Height |
| <input type="checkbox"/> Weight | <input type="checkbox"/> Lane Closure | <input type="checkbox"/> Length |
| <input type="checkbox"/> Detour | <input type="checkbox"/> Roundabout | |

DETOUR REVIEWED FOR:

- | | | |
|--|--|--|
| <input type="checkbox"/> Length Restrictions | <input type="checkbox"/> Weight Restrictions | <input type="checkbox"/> Local Events |
| <input type="checkbox"/> Width Restrictions | <input type="checkbox"/> Vertical Clearance | <input type="checkbox"/> Special Travel Days |

PROJECT MOBILITY RESTRICTION CONSIDERATIONS WORKSHEET

Temporary Clearance Considerations	Notes
1. Are there any available options that would eliminate the restriction?	
2. Are there any available options that would minimize the restriction?	
3. Are there any available options that would shorten the duration of the restriction?	
4. How will restricted traffic be detoured?	
5. How will all restricted vehicle owners be notified of the restriction?	

(PROJECT MOBILITY CONSIDERATIONS CHECK LIST, Cont.)

6. How will the restriction affect existing MCTD permits?	
7. How will the restrictions affect emergency services?	
8. Are any other projects using the existing route as a detour? (e.g. Will you be detouring existing detoured traffic?)	
Detour Considerations	Notes
1. Are there any restrictions on the detour route?	
2. Is this route being used as a detour for other restricted routes?	
3. How will the detour route affect emergency services response times?	
4. Will vehicles transporting hazardous materials be able to use the planned detour route?	
5. Are there other projects along the proposed detour route which will restrict traffic?	
6. Is there another detour route available if something happens to the proposed detour route?	

PROJECT MOBILITY COMMUNICATIONS CHECKLIST			
Y	N	NA	Action
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Contacted MCTD Technical Coordinator : MCTDMOBILITYTEAM@odot.state.or.us
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Provided MCTD with current copy of TMP/Restriction Summary
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Met with Trucking Industry (if needed)
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Identified which part of the industry is effected by restriction, i.e. annual permit holders vs. single trip permits
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Project restrictions supported by MCTD & Trucking Industry: attach email(s) indicating MCTD support
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Additional coordination is required with MCTD
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Provided project information to Region Mobility Liaison

(PROJECT MOBILITY CONSIDERATIONS CHECK LIST, Cont.)

<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>Worked with the following groups to identify and resolve any potential conflicts:</p> <ul style="list-style-type: none"> <input type="checkbox"/> District Maintenance staff <input type="checkbox"/> Oregon Bridge Delivery Partners <input type="checkbox"/> Local road authorities <input type="checkbox"/> Local utilities <input type="checkbox"/> Rail Authorities
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Considered impacts of local events and special travel days prior to start of restriction
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Confirm inclusion of local events and special travel days within project Special Provisions
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Identified the need for 35 day written notice to MCTD prior to start date of restriction per ODOT Special Provisions, section 00220.03(a)
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	During construction provided 35 day written notice to MCTD prior to start date of restriction

ADDITIONAL COMMENTS/NOTES

SUBMITTAL INSTRUCTIONS

Project Leaders/Local Agency Liaisons:

- Submit signed form and supporting emails to your Region Mobility Liaison at **Design Acceptance Phase (DAP)**.
- Re-engage MCTD as needed if there are changes to mobility impacts following DAP.
- Update and resubmit form and supporting emails to your Region Mobility Liaison as needed following DAP.
- Include a copy of the signed checklist in the PS&E packet submitted to the Office of Project Letting for **ODOT bid projects**. For **LPA certified projects**, complete **Project Mobility Considerations Checklist** and include as part of PS&E Package at the region office with a **copy to the Region Mobility Liaison**.

Construction/Consultant/LAL Project Managers:

- Before** making changes during construction that have the potential to adversely affect mobility (i.e. additional restrictions) or run counter to previous agreements made during preliminary design:
- As soon as a restriction revision proposal is identified by either the ODOT PM or the Contractor, the PM must engage the contractor, Region Mobility coordinator and any relevant region resources to discuss proposed changes to determine if the change is warranted and supported by the Region.

If supported by Region, Project Managers must:

- Engage MCTD to discuss and obtain concurrence with the potential changes **before** any agreements are made with the contractor
- Document MCTD and trucking industry support of any potential new restrictions and **provide a copy of the documentation to the Region Mobility Liaison**.

SIGNATURES

*“This project has been vetted through MCTD and the Freight Industry.
Documentation in file and/or attached.”*

Note: MCTD signature is not required for a project that has no mobility impacts

REGION PROJECT LEADER, LAL, PROJECT MANAGER (PRINT)	SIGNATURE (electronic signature acceptable)	DATE
MCTD FREIGHT MOBILITY COORDINATOR (PRINT)	SIGNATURE (electronic signature acceptable)	DATE